

**Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday 9th March 2020 at 7:30pm
in the Committee Room, Freight House, Bradley Way, Rochford.**

Cllrs present: Vice Chair Ms A Rees-Jones, R Gardner, R Patient & Mrs M Weir.

62. Apologies for non-attendance at meeting:

Apologies were received from Cllr Mrs N Shaw.

63. Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Pecuniary Interest; or

c) Non-Pecuniary Interest

on any matter on the agenda for 9th March 2020:

No declarations were made.

64. Public Forum:

No members of the public were present.

65. To approve the Minutes of the meeting held on 13th January 2020 and to approve the destruction of the notes in respect of that meeting:

The Minutes of the meeting were **approved** as a correct record and Members approved the destruction of the notes in respect of that meeting.

66. Action Update List – March 2020:

Members noted there were no outstanding matters.

67. Financial Report – February 2019:

There were no questions and Members **accepted** the Financial Report.

68. Grant requests - application paperwork attached:

a) Ashingdon Parish Council (APC) – Time operated locking toilet doors

Members noted the information received from APC and that no formal quotation for the cost of the time operated locking toilet doors had been included but that a request for £3k had been made. Cllr Mrs M Weir enquired if it was legal to donate to another Parish and the Clerk confirmed it was. Members agreed providing toilet facilities was important and supported APC in their mission. Members **agreed** to donate an amount to APC subject to receiving a formal quotation of works. Members further **agreed** to decide on an amount once the information had been received; the Clerk would earmark any remaining 2019-20 grant S137 budget for this grant consideration.

b) Wyvern Community Transport (WCT) – Volunteer expenses:

Members noted the information received. The Clerk pointed out that the grant request form had not been filled out and she had contacted WCT to request this be done. The person she had spoken to had been very apologetic and agreed to send in the form when possible. It was noted the covering letter received contained most of the information required and the Clerk therefore advised Members to consider the grant request on this

occasion. Members discussed the services provided by WCT and felt it was a good community asset, citing examples of where they had seen the service help people within the Parish. Cllr Mrs M Weir enquired why Rochford District Council no longer assisted with funding noting that funding currently came from Castle Point and Essex County Council. Members unanimously **agreed** to financially support WCT by means of a grant. Vice Chair Ms A Rees-Jones moved that a grant of £1k be given to WCT which was seconded by Cllr Mrs M Weir and **agreed** by all Members.

69. Councillor Quarterly Bank Reconciliation Check; Q3 2019-20 no issues arising:
Members noted the information.

70. EALC Finance Training: Council Finance Friday 19th June 2020 (1/2 Day):
Vice Chair Ms A Rees-Jones and Cllr R Gardner agreed to attend the course; the Clerk would send any relevant information to them in due course.

71. Summary of Decisions:

- A grant in principle agreed for APC's time operated locking toilet doors, conditional on receiving formal quotations of works; Members to decide on an amount once in receipt of this information. The remaining 2019-20 S137 Grants budget of £1,500 to be earmarked for 2020-21.
- A grant of £1k agreed for Wyvern Community Trust.
- Cllrs Mrs A Rees-Jones and R Gardner to attend EALC Council Finance training course.

The Vice Chairman declared the meeting closed at 7:40pm.

Chairman