

**Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday 26th July 2021 at 7:31pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Councillors present: R Gardner, S May, R Patient & Mrs M Weir

Also present: Cllr Mrs L Dalby

- F 21/1 To elect a Chairman for the civic year 2021-22:**
Cllr R Patient nominated Cllr S May as Chairman. This was seconded by Cllr Mrs M Weir and carried by all Members.
- F 21/2 To elect a Vice Chairman for the civic year 2021-22:**
Cllr R Patient nominated Cllr R Gardner as Vice Chairman. This was seconded by Cllr Mrs S May and carried by all Members.
- F 21/3 Receive apologies for absence:**
No apologies were received.
- F 21/4 Declarations of any:**
a) Disclosable Pecuniary Interest;
b) Other Pecuniary Interest; or
c) Non-Pecuniary Interest
on any matter on the agenda for 26th July 2021:
Cllr S May made a Non-Pecuniary Interest declaration (c) in relation to Agenda item 10 (Minute F 21/10).
- F 21/5 Public Forum:**
No members of the public were present.
- F 21/6 Approve Minutes of the meeting held on the 15th April 2021 and to approve the destruction of the notes in respect of that meeting:**
It was **resolved** that the minutes from the meeting held on 15th April 2021 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.
- F 21/7 Action Update List (July 2021):**
21/7.1 There were no updates regarding the grant request from Ashingdon Parish Council.
21/7.2 The office staff were compiling the necessary banking information from suppliers and would start rolling out bank transfer payments to a few selected payees on a trial basis in the next few weeks.
21/7.3 A grant had been sent to Ashingdon & East Hawkwell Memorial Hall for the alarm system and a letter of thanks had been received. Members agreed to close the item.
It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items
- F 21/8 Financial Report – June 2021**
The Clerk reported total expenditure of 16.4%; it was noted the slow start was not unusual

and that expenditure for Finance was on track, but General Purposes was underspent along with Parks. A Member enquired if budgets would be carried over if not spent and the Clerk reminded Members of the importance in not over inflating the General Reserve fund. The Clerk reminded Members of the considerable savings that had been made due to the street lighting upgrades, with less faults needing repair and lower energy costs. It was noted that while Parks remained underspent, there would be an overspend in the bin emptying cost centre given the new contract was more expensive than what had been budgeted for.

There were no further questions, and it was **resolved** that Members accepted the Financial Report.

F 21/9

Grant Funding opportunities –

a) ECC Locality Fund (referred from Full Council) Cllr R Gardner proposes submitting a grant request for an additional defibrillator in the Parish

Members noted the report. The Clerk reminded Members of the item which had been discussed at Full Council.

Cllr R Gardner proposed that a new defibrillator unit be placed at Clements Hall Leisure Centre, noting it was not open 24 hours and so it would be ideal to have a unit accessible on the outside of the building. Cllr R Gardner also suggested a unit for the pavilion at Clements Hall which now housed Hackspace, but felt the accessibility was not as favourable at that location. It was noted that a lot of defibrillators had been installed across Essex, but many had not been registered so were unable to be used. It was **resolved** that Members support an application be made to the ECC Locality Fund, potentially for two defibrillators within the Hawkwel Parish.

b) RDC Community Safety Fund:

Members felt the RDC Community Safety fund also offered opportunity for funding for another defibrillator. Members agreed it would be necessary to seek permission from Clements Hall Leisure Centre if a unit be placed there.

It was **resolved** that the Clerk set the wheels in motion to apply to the RDC Community Safety Fund for a defibrillator.

Members further discussed the need for the weekly servicing/checking of the defibrillators and that only Cllrs R Gardner and S May currently carried out those tasks. It was noted more Members would be required and Cllr R Gardner hoped that the public event and training sessions which would be offered may attract more Members to assist.

F 21/10

Request from Hawkwel Village Hall to use the Parish Council's Wi-Fi:

Members noted the Clerk's report. Cllr S May, in his capacity as a Representative for the Village Hall, gave a brief synopsis of why the hall wanted Wi-Fi, noting there were needs for things such as staff online training for the playgroup. Members noted that once a group/individual had the password access to the Wi-Fi that they would be able to continually connect to the Wi-Fi which raised concerns surrounding security, along with concern about what the management of such a contract would mean for the office. A Member enquired if the Village Hall had a telephone line, and it was thought one did not exist. Members also discussed further possible security issues when it came to running Wi-Fi, noting the router was often the weakest link when it came to security breaches. Members felt it was extremely important to maintain high security. It was further noted that the actual current Wi-Fi range was limited and did not reach the main hall with the office connected to the internet predominately through the ethernet cable. Members felt it was regrettable that they could not assist the hall in this situation but felt that the security and

management of such a contract would not be viable.

Cllr R Patient moved that the Finance Committee **decline** the request for the Village Hall to set up a shared Wi-Fi contract with a suitable provider which was seconded by Cllr R Gardner and unanimously **agreed** by Members.

- F 21/11 Notification of receipt of precept for 2021-22 and intention to invest excess funds (over £85k) into the CCLA Public Sector Deposit Fund (PSDF)**
Members noted the information and that the Clerk would require the necessary signatures in due course.
- F 21/12 Subscriptions: Rural Community Council of Essex (RCCE) £115.50:**
It was **resolved** that an annual subscription to RCCE of £115.50 be renewed.
- F 21/13 Payment of Accounts: June payments attached**
A Member enquired what the payment to the Essex Youth Service was for and the Clerk reminded Members they had approved detached youth sessions back in January. The sessions had started in May and there would be around 20 sessions in total. An enquiry about the success of the scheme was also raised and the Clerk explained a report would be presented to Full Council in September. A Member further enquired what the payment to Recognition Express for replacement signs was for and the Clerk reminded Members there had been criminal damage in Magnolia Park where several signs had been removed and destroyed; the costs were for the replacement signs.
There were no further questions and it was **resolved** that Members approve the payment of accounts for June 2021.
- F 21/14 Summary of Decisions:**
- Cllr S May elected as Chairman of the Finance Committee for 2021-22.
 - Cllr R Gardner elected as Vice-Chair of the Finance Committee for 2021-22.
 - Clerk to submit funding applications for a defibrillator to the ECC Locality Fund and RDC Community Safety Fund.
 - Additional Members required to assist with weekly defibrillator checks.
 - Request from Hawkwell Village Hall to use the Parish Council's Wi-Fi declined.
 - Surplus funds (over £85k) to be transferred to the CCLA PSDF Fund; Clerk to obtain necessary signatures in due course.
 - Annual subscription to RCCE approved.
 - June payments approved.

The Chairman declared the meeting closed at 7:59pm

Chairman