

**Grundisburgh & Culpho Parish Council**  
**Minutes of a meeting of the Finance Sub-Committee held on the 17th January, 2017**  
**at 8 Post Mill Close, Grundisburgh**

**Present:** Messrs.S.Barnett (in the Chair), D.Higgins, R.Youngman, Miss.V.Barker, Mrs.J.Bignell

- 1. Apologies for absence** All members were present.
- 2. Appointment of Councillor Internal Auditor** Mr.G.Caryer will be asked to continue.
- 3. To receive member's declarations of interest** No interests were declared.
- 4. Minutes.** The minutes of the Sub Committee Meeting held on the 9th November, 2016 had been circulated and were therefore taken as read. It was proposed by Miss.Barker seconded by Mrs.Bignell, to unanimous approval, that these minutes be signed by the Chairman as a true record. There were no matters arising.
- 5. Budget 2017/2018** The committee's recommendations for a provisional budget are listed in the appended schedule.
- 5.1 Clerk's Salary and expenses, annual grants to Churches, Chapel and Youth Club, Charities etc to remain unchanged.**

**5.2 Horticultural Society** The Committee recommended a grant of £120 to purchase waste bins.

**5.3 Parish Rooms Bridge** An application for a grant towards the cost of rebuilding the bridge had been received from the Trustees. The bridge had been closed as it was no longer considered to be safe. Quotations had been received for its replacement with a new bridge as it was found it was not economical to repair it. The cost of a new bridge which will be stronger, safer and have a longer life will be £3,900. The bridge will consist of steel beams running North South across the river resting on new concrete foundations the steel beams will support railway sleepers running east west. On each side of the bridge there will be a 6in by 6in wooden kerb, the surface will be non-slip using chicken wire as used by the National Trust and will be suitable for disabled use. The life of the new bridge is anticipated to be at least 50 years possibly up to 100

The Clerk read an extract from the minutes of the Council Meeting held on the 9th January 2017

**9.2 Parish Rooms Bridge** The bridge needs complete replacement as it was found not economical to repair. Estimated cost £3,300 plus VAT. District Councillor Tony Fryatt and County Councillor Robin Vickery have allocated £1,000 each from their Locality Budgets.

Doubts were expressed at the necessity of such an expensive repair and whether the bridge needed to carry vehicles; also, were the owners of the Coach House liable for meeting part of the costs.

It was pointed out that the bridge was inspected to see whether a non-slip surface could be applied when it was discovered that the wooden sleepers were rotten and unsafe. The inspection also revealed that the foundations were unsafe and had to be re-built. The bridge was immediately closed and has remained closed.

Several quotations for the work were received and a local contractor was chosen. One of the quotations exceeded £8,000.

The road by the Parish Rooms is very busy and is likely to get even busier when the Post Office is relocated to the Olde Forge Stores. To restrict the bridge to pedestrians only would mean that vehicles parked on the Parish Rooms car park would have to reverse into busy fast moving traffic.

It was suggested that more information was needed concerning other sources of funding.

Mr. Youngman proposed seconded by Miss.Barker recommending that the Parish Council should award a grant of £500 towards the cost of rebuilding the Parish Rooms Bridge. Approved four members voting for and one against. Mr.Higgins, who voting against, wished it to be recorded that he voted against because of "insufficient information".

**5.4 Greenways** Mr.Dunnett requested at the November Council meeting that the Greenways Grant should be increased from £400 to £500. It was agreed that this application should come directly from Greenways and not from a Parish Councillor.

**5.5 Seat Repairs**

- *The late Paul Finch* The Committee recommended that ex gratia payment of £200 be made to the widow of the late Paul Finch in recognition of uncharged work he carried out as village handyman before his death.
- *Maintenance* Mr. Dunnett has surveyed the benches in Grundisburgh owned by the Parish Council and has produced a condition report. He estimated the cost of work required in 2017 as £670 and 2018 - 2023 £1,700. The Committee recommends a budget for seat repairs of £870.00. £670 plus £200 ex gratia payment to Mr.Finch.

**5.6 Awarded in the 2016/2017 budget**

Football Club £350 per annum for three years for ground maintenance - overall cost estimated £5,175  
 Playing Field £250 per annum for three years to be placed in a Parish Council Maintenance Reserve towards the cost of replacing the children's play area safety surfaces and maintaining the equipment.

**5.7 Financial Analysis 2016/2017**

Cash in hand 31 March 2016	£27,449
Plus Income to date	£18,705
Less expenditure 2016/2017 to date	£15,878
Less estimated 2016/2017 further expenditure	£4,411
Estimated cash 31 March 2017	£25,865
Less estimated earmarked reserves	£10,955
Estimated unallocated cash at 31 March 2017	£14,910
Unallocated cash (General Reserve) 31 March 2016	£17,800

**5.8 National Savings Interest Rate 0.45%**

**6 Earmarked Reserves**

	<u>Closing balance at 31 March 2016</u>	<u>Estimated 2016/2017 Movements</u>	<u>Estimated balance 31 March 2017</u>
Allotments	£1,255.63		£1,255.63
Allotment holders fund	£244.67		£244.67
Elections	£823.32		£823.32
New Village Hall	£571.12	£-150.00	£421.12
New Village Hall (Prizes)		£450.00	£450.00
Bus Shelter Repairs	£1,402.27	£200.00	£1,602.27
Village Stream Wall	£4,000.00		£4,000.00
War Memorial	£808.00	£100.00	£908.00
Emergency Committee	£1,000.00		£1,000.00
Playing Field Reserve		£250.00	£250.00
<b>Total</b>	<b>£10,105.01</b>	<b>£850.00</b>	<b>£10,955.01</b>

**7. Any other business**

**7.1 Review of Financial Standing Orders.** The review will be carried out by Messrs. Barnett, Caryer, and Higgins.

**7.2 Risk Assessment** A Review must be carried out and recorded in the minutes of the March full Council Meeting to fulfil an audit requirement. Special attention should be paid to the Insurance requirements. Messrs.Barnett and the Clerk were appointed to a Review Working Group. At least one further member is required.