

WELWYN PARISH COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY 30TH MAY 2006 IN THE PARISH CENTRE, WHICH COMMENCED AT 7.00pm

PRESENT: Chairman, Councillor I Skidmore and Councillors,
J Roper, P Neville, M Rowland and I Wheeler.

APOLOGIES: Cllr Benson decided sit out of the meeting.

IN ATTENDANCE: Rebecca Findlay (Clerk),

At this juncture the Assistant Clerk and member of the public left the meeting while the Council discussed financial and Staffing Matters.

2006/01: INVOICES TO BE ACCEPTED BY THE COMMITTEE:

Invoices were presented by the Clerk to the Committee from Agripower to the amount of £4058.45 and Joseph Metcalf Ltd. to the amount of £ 1131.18

The Committee to recommend the invoice to Joseph Metcalf Ltd for £ 1131.18 should be paid.

It was agreed the Clerk speak with the Grounds man regarding the invoice for Agripower to ask if it was an annual payment and to check what the cost was for 2005

2006/02: ACCOUNTS FOR MAY 2006:

It was agreed to recommend to full Council the payment of **£23,252.41** for May be approved

2006/03: ALARM SYSTEM QUOTES FOR THE CIVIC CENTRE:

The Committee discussed quotes received for the installation of an alarm at the Civic Centre. It was proposed to accept the quote from T& J Fire. This was then put to the vote.

Votes for: 4 Votes against: 1 Abstained: 0

Cllr. Rowland asked that his vote *against* be recorded in the minutes.

It was agreed to recommend to full Council that T& J Fire have the contract to install the alarm and to ask them for a quote for the cost of additional external monitoring.

2006/04: REMEDIAL WORK QUOTES FOR THE PAVILION:

It was agreed that members of the Leisure Committee take a look at the guttering at the Pavilion before making a decision on the quotes received.

In the meantime, because the quotes are so different in price the Clerk to check whether the quotes are for plastic or metal guttering and both have included the same specifications.

2006/05 2ND WELWYN (OAKLANDS) SCOUT GROUP:

The income and expenditure accounts for 2005/2006 have been received for the 2nd Welwyn (Oaklands) Scout Group and were considered by the Committee.

After discussion, it was agreed to recommend to full Council the Clerk enquire if the Scout Group has any fund raising planned to help with the cost of refurbishing the Scout Hut.

The Committee is also to recommend that a grant of £1,000 be paid to the Scout Group in two tranches, £500 to be paid immediately and another £500 possibly to be paid once the budget process has started for 2007/2008 or in April 2007 out of next years budget.

Under section 100A(4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

2006/06 STAFFING REVIEW

The Committee discussed the proposals from the Clerk (Responsible Financial Officer) to review the salaries and payments to:

1. Mrs G Sealey (Booking Clerk),
2. Mr D Leslie (Caretaker at the Civic Centre)
3. Mrs L Ellis (Assistant Clerk),
4. Mr J Reed (Contractor)
5. Ms S Harrop (Contract Cleaner).

After discussion it was the proposals were put to the vote:

Votes for: 3 Votes against: 1 Abstained: 1

Cllr. Rowland asked that his vote *against* on each of the proposals be recorded in the minutes.

It was carried to recommend to full Council that the each of the proposal put forward by the Clerk (Responsible Financial Officer) be accepted.

Copies of the full proposals are laid out in the 'Confidential File' held in the Clerks Office.

The Chairman thanked everyone for attending and closed the meeting at 9.33pm

Signed.....Chairman of Finance

Date: 27th June 2006