

# HALSTEAD PARISH COUNCIL

## MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON MONDAY 22 OCTOBER 2012 AT 18.00 IN THE PAVILION, STATION ROAD

**PRESENT:** Cllr. Blundell, Chairman of the Finance Committee  
Cllr. David Taylor, Chairman of the Parish Council  
Cllr. Jeff Baldwin

**IN ATTENDANCE:** Clerk

The meeting convened at 18.00

**1 APOLOGIES** were received from Cllr. Brooker who has a previous commitment.

**2 DECLARATIONS OF INTEREST IN AGENDA ITEMS** - Nil

**3 PRELIMINARY BUDGET DISCUSSIONS 2013-2014**

The Clerk had prepared budget sheets for completion and provided six month expenditure and income figures.

The Clerk had spoken to an EDF representative who offered a three year fixed agreement at a reduced unit rate. Clerk will clarify the costs. This will be put to Council at the November meeting.

The Clerk had spoken to a British Business Gas representative who advised that the charge to business customers will not increase. There is also no benefit for business gas customers to pay by standing charge.

Certain items were discussed for inclusion in the budget for 2013-2014 and these will be included on the agenda for the next Parish Council meeting.

1. Redecoration of the Pavilion, internal. This is already a budget figure in this financial year.
2. Replacement of the Pavilion guttering.
3. Re-lining of the netball court.
4. Edging of the netball court.
5. Suggestion that power washing of the netball court should be on alternate years.
6. Suggestion that power washing of the playarea should be on alternate years

The following points were noted:

Water usage in the Pavilion had fallen considerably. There will not be a decrease in the budget figure because the low usage was due to the extremely wet summer.

It was agreed to remove football pitch maintenance as a heading in the Recreation Ground page. It was agreed that the whole ground should be treated to make any application effective.

Vertidrainage will be discussed at a subsequent meeting.

Playarea maintenance and refurbishment will be linked under the same heading.

One new hygiene unit will be required in the Pavilion for the disabled toilet. The Clerk will look into the contract.

Cleaning of the two buildings.

The Clerk had calculated the sum quoted as per calendar month which would mean that the cleaning would only be carried out for 48 out of 52 weeks. It was agreed to recommend to Council that the company is asked not to work for two weeks at Christmas and that the company is paid for extra two weeks work. This would mean an increase of £44 for the Parish Room and £77 for the Pavilion. Therefore costs would be annually Parish Room £1100; Pavilion £1925. £1400 will be vired from the budget figure for cleaners' salaries against cleaning costs in this financial year.

**4. CRICKET CLUB**

The second half of the Club's licence fee has been received in full. Licence fees will be discussed at the next meeting of the Committee; date to be agreed.

The Meeting closed at 18.50