

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

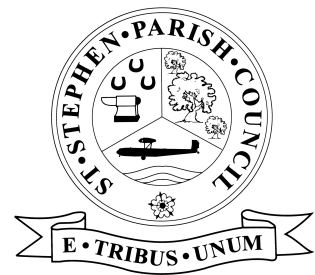
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Minutes of the Finance Committee Meeting held on Tuesday 22 October 2024

at 7.30pm at St Stephen Suite, Parish Centre, Station Rd, Bricket Wood

Present: Councillors: Wendy Berriman Eileen Whittaker
Dorothy Kerry David Yates

Also present: Sue Hake, Clerk

- 2425/FC/018** Public Participation – to receive petitions, comments and questions
To welcome public participation in accordance with the Public Speaking Policy
None
- 2425/FC/019** To receive and accept apologies for absence
Apologies and reason received and accepted from Cllrs Skelton and Hilton
- 2425/FC/020** To receive declarations of interest and dispensations
a) To receive declarations of interest from Councillors on items on the agenda
b) To receive written requests for dispensations for declarable interests
c) To grant any requests for dispensation as appropriate
None
- 2425/FC/021** To confirm the minutes of the meeting held on 23 July 2024
Resolved: Agreed
- 2425/FC/022** Update on actions from previous minutes not covered later in agenda
None
- 2425/FC/023** To agree councillor to check and sign bank reconciliations to 30 September 2024
Resolved: To agree Cllr Hilton or Kerry to sign the bank reconciliations up to 30 September 24
- 2425/FC/024** To note bad debts as at 30 September 24
Noted
Action: Clerk to request Bookings Manager seek outstanding payment from Last Man Standing
- 2425/FC/025** To note six monthly Budget to Actuals Income and Expenditure to 30 September 2024
Noted
Action: Clerk to record all S106 play equipment as separate item on the report
- 2425/FC/026** To review status of S106 funded projects
Reviewed and noted Solar lighting now installed, Design for bespoke bench for St Julians Wood is being worked on and water stations have been approved
Action: Agenda item to be added to Fixed Asset and Community and Leisure meetings to establish new project items to be added to the list of S106 priorities
- 2425/FC/027** To review, agree and sign CCLA investment application
Resolved: All Signatories to complete the form and sign
- 2425/FC/028** To note insurance renewal quotes
It was noted the invoice quote received is incorrect and a reduced invoice is to be forwarded by insurance company
- 2425/FC/029** To note quotes obtained for best value relating to Security Contract
Comparisons were Noted, Future increases not known until Government Budget announced
Action: Clerk to continue to work with office staff on confirming the specification to obtain Cleaning contract quotes for each centre

- 2425/FC/030** To consider and agree fee increase of centre hire, storage, pitch & grounds bookings 2025/6
Action: To review the possible 3% increase and comments noted from the Bookings Manager and bring back to the next meeting
To circulate current list of pricing structure
- 2425/FC/031** To review and confirm final grant and discretionary policy and recommend to Full Council
Resolved: To confirm final amendments to the Grant and discretionary policy to be recommended to Full Council
- 2425/FC/032** To review and agree public speaking policy and recommend to Full Council
Action: To circulate to members for discussion In Camera
- 2425/FC/033** Clerks Report
No items to report

Meeting closed at 9.25pm

DRAFT