

**2019/11**

**WICK PARISH COUNCIL**

Minutes of Parish Council Finance meeting held on Monday 10<sup>th</sup> June 2019 at 6.30pm in the church

Present:

Chairman L Raymer

Vice Chairman J Williams

Cllr R Kings

Cllr M Heath

Cllr Caroline Smith

Clerk – L Yapp

1. Apologies – were received from Cllr C Wooliscroft

2. Declarations of Interest - None declared

Open Forum – nothing to report

3. Finance:

a) Audit Documents

- (i) Annual Governance & Accounting Report Part 2 – Internal Auditors Report and Certificate of Exemption – the clerk reported on the recent internal audit with no issues raised. The Certificate of Exemption was approved and signed.
- (ii) Annual Governance & Accounting Report Part 2 – Section 1 Annual Governance Statements – this had been circulated to Cllrs prior to the meeting and the statements were read and agreed. Proposed approval Cllr Williams, seconded Cllr Kings – all in favour
- (iii) Annual Governance & Accounting Report Part 2 – Section 2 Accounting Statements – this had been circulated to Cllrs prior to the meeting and the statements / figures were agreed and approved. Proposed approval Cllr Raymer, seconded Cllr Heath – all in favour

All documents were signed by Chairman and Clerk for submission to the External Auditor and publication on the website

b) Payments for Approval:

913	Lengthsman (April)	162.50
SO	Clerks Expenses	12.00
SO	Clerks Salary	224.08
914	Clerks PAYE	164.20
915	Tree Works	50.00
916	Books	28.95
917	Lengthsman (May)	162.50

Approved, proposed Cllr Heath, seconded Cllr Smith – all in favour

c) Playground Expenditure – previous discussion at the last parish council meeting saw agreement for the expenditure on various items at the recreation ground. Cllr Kings reported:

- (i) Petanque Gravel – research had concluded with correct advice being given by a company specialising in this field and the correct size and type of gravel sourced. Enough gravel to improve the surface of the area had been costed at £240 + VAT – a proposal to move ahead and place the order was made, in order for this to be delivered before the Picnic in the Park on Sunday 17<sup>th</sup> June – proposed Cllr Smith, seconded Cllr Raymer – all in favour
- (ii) Swings – a resident had kindly offered to carry out remedial, cosmetic improvements to the existing swing, with some ‘grinding’ down to be done with an angle grinder. There would be no charge to the parish council, but the clerk was asked to confirm with the insurance company that such works were permissible

## 2019/11

- (iii) Wendy House – the roof on the Wendy House had been repaired several times and it was considered that a more substantial material be used for further repairs. Several options had been sourced and it was agreed that an expenditure of up to £100 for such material as deemed appropriate be approved, proposed Cllr Raymer, seconded Cllr Heath – all in favour

### 4. For Information/Future Discussion

- Real Confetti Company – it was recorded that Worc. County Council highways were happy with the Traffic Management Plan put forward by the Confetti Company in readiness for the open event. A recommendation had been made by WCC that for future events, official AA signage be investigated.
- Illegal parking outside playground / recreation ground – this had been brought to attention of the landlord who had taken action. Whilst the situation had improved for a while, it was short-lived. The landlord had advised that they would be speaking to their tenants again, and it was agreed by the parish council that further breaches would result in the police being informed
- Grass Cutting – the clerk was asked to check with the contractors that the recreation ground would be cut before the Picnic in the Park