

# **CAISTER ON SEA PARISH COUNCIL**

28<sup>th</sup> June 2021

## **A FINANCE COMMITTEE**

Meeting was duly convened and held at The Council Hall at 1900 hrs.

**PRESENT:** Councillor M Clifford (in the chair)  
Councillors A Baker, R Batchelor, P Sleet, R Wilkinson and K Wood  
Parish Clerk Mrs E Dyble  
Asst. Parish Clerk Mrs Z Porter

### **01 ELECTION OF CHAIR**

On the motion of Councillor A Baker, seconded by Councillor K Wood, agreed by all members present it was:-

**RESOLVED** - Councillor M Clifford be elected as Chair of the Finance Committee for the ensuing year 2021/22

### **02 ELECTION OF VICE-CHAIR**

On the motion of Councillor K Wood, seconded by Councillor A Baker, agreed by all members present it was:-

**RESOLVED** - Councillor R Wilkinson be elected as Vice-Chair of the Finance Committee for the ensuing year 2021/22

### **03 DECLARATION OF INTEREST**

None

### **04 CEMETERY MATTERS**

#### **i) Review Charges**

Asst. Clerk suggested that the Cemetery Fees be increased and forwarded a report as to why (copy attached). It was requested by Cllr. P Sleet that a Business Plan be drawn up and presented to Council before any decisions are made on increases during the current climate.

After discussion it was proposed by Cllr. A Baker, seconded by Cllr. K Wood that fees should be increased in line with cost of living annually by the RPI at present 2.1% increasing the fees by £5

Voting took place as follows:

**FOR PROPOSITION** 4 (Cllrs. A Baker, R Batchelor, R Wilkinson and K Wood)

**AGAINST PROPOSITION** 1 (Cllr. P Sleet)

: **Resolved** recommend Council increases Cemetery Fees as above with effect from 1<sup>st</sup> April 2022

#### **ii) Tender for Maintenance of Trees**

Asst. Clerk met with a Tree Surgeon who inspected the trees at the Cemetery and advised as follows:-

- a) Tree overhanging the back garden of No.2 Ormesby Road requires immediate attention at a cost of £250 for reducing back from garden and footpath and removal and disposal of all brash and waste
- b) Reduction of trees at the bottom of Cemetery near War Memorial and pavement, where necessary from a safety aspect, removal and disposal of all brash and waste £150
- c) Reduction of tree at top of Cemetery at front of No.2 Ormesby Road. Removal and disposal of all brash and waste including cost of access platform (cherry picker) £500
- d) Removal of all self-sets from Cemetery, approximately 20 in total, £10 per tree. Price not to exceed £200
- e) Pruning/crown reducing and crown raising of trees in Cemetery as per requirements £50-£150 per tree depending on size.

After discussion it was proposed by Cllr. P Sleet, seconded by Cllr. K Wood and agreed by all members present to : **recommend Council accepts survey report and work to be carried out in the Autumn. Cllr. Wood to meet with Tree Surgeon at the end of the summer months to agree which and how many trees need Pruning/Crown reducing**

#### **05 FREQUENCY OF MEETINGS**

Chair informed that he felt Finance meetings need only to be held quarterly in July, October (Precept meeting), January and April (end of financial year accounts), with a further 2 meetings if required for any emergencies that might arise during the year. The Financial Regulations can also be discussed at these meetings and updated where necessary annually. After discussion it was proposed by Cllr. R Wilkinson, seconded by Cllr. A Baker and agreed by all members present to hold 4 Statutory Finance meetings per annum as above, with a further 2 to cover any emergencies : **Agreed by all members present**

#### **06 COLOURED LIGHTS FRONT OF COUNCIL HALL**

The coloured lights at the front of the Council Hall require re-newing and after discussion it was agreed that Cllrs. R Batchelor, P Sleet and K Wood liaise and draw up a specification of what is required and bring back to the next Finance Committee meeting on Monday 26<sup>th</sup> July 2021 with approx. costings : **Noted**

#### **07 DONATION EAST ANGLIAN AIR AMBULANCE**

After discussion it was agreed by all members present that matter be deferred and placed on the Agenda for the Parish Council meeting on 5<sup>th</sup> July 2021 : **Noted**

#### **08 DATE OF NEXT MEETING**

The date of the next meeting will be held on Monday 26<sup>th</sup> July 2021 at 1900 hrs.

#### **09 CLOSURE OF MEETING**

The meeting ended at 1945 hrs.

**Chair:**

**Date**