

Curtlee Hill, Wootton, NN4 6ED
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To: All Members of the Finance and Community Centre Committee:

You are hereby summoned to attend an **Ordinary** meeting of the **Finance & Community Centre Committee** to be held at **Wootton Community Centre** on **Monday 30th September 2024** commencing at **6.30pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

Issued by:

Date: 25th September 2024



AGENDA

- F021/24** **To receive apologies for absence**
- F022/24** **To approve the minutes of the Finance Committee Meeting held on Monday 3rd June 2024**
- F022/24** **To receive declarations of interest under the Council's Code of Conduct related to business on the agenda**
(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.)
- F023/24** **To receive requests for dispensation** – Requests for dispensation must be made to the Proper Officer in writing.
- F024/24** **Public Session**
(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the public should address the chairman of the meeting, who may direct that a written or oral response be given).
- F025/24** **To review the actuals vs budget report**
- F026/24** **Bar**
1. Resolve to purchase a new glasswasher for the bar
2. Resolve to purchase a new ice machine for the bar
- F027/24** **Resolve whether to continue paying the TV license and whether to purchase a MPLC license**
- F028/24** **Community Centre & Grounds Maintenance**
1. Resolve to spend £1053.20 ex VAT purchasing battery powered tools

2. Resolve to spend £300 ex Vat ensuring appropriate PPE is available for all staff
3. Resolve to set a budget and give the clerk authority to spend up to an agreed amount to purchase items needed to carry out repairs to the Community Centre & Play Equipment
4. Resolve to upgrade the carpark streetlights
5. Resolve to purchase replacement bins near the MUGA
6. Resolve to purchase an Access Tower at a cost of £1000 ex VAT to enable staff to safely work at heights
7. Resolve to carry out urgent actions recommended from the Fire Risk Assessment

- F029/24** Resolve to spend £200 on providing branded uniform for the EMO's and Facilities and Operations Manager
- F030/24** Waste Removal/Sale of Assets
1. Resolve to hire an enclosed skip at a cost of £253 ex Vat to dispose of broken furniture and off cuts of wood.
 2. Resolve to try to sell/give away old assets no longer used by the Parish Council
- F031/24** Review list of annual contracts and prices and formulate a plan to ensure re-negotiate contracts before they expire
- F032/24** Receive recommendations for projects/events to be considered for next year's budget
- F033/24** Resolve to investigate changing the company credit card
- F033/24** Resolve to exclude the press and public due to the confidential nature of the business to be transacted.
- F034/24** To discuss and consider community centre contractors
- F035/24** To note the date of the next meeting finance and community centre committee meeting: 4th November 2024
- F036/24** Close