MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee meeting of Marston Moreteyne Parish Council held by Zoom on Tuesday 7th July 2020, commencing 8.00pm.

Present: Parish Councillors: Peter Neale (Chairperson) Hugh Roberts, Janice Green, Robert Morris, Ted Pilbeam & Carole Yates
In attendance: Officer: Mrs Hazel Trustam – Parish Clerk

20/07/140 **Apologies for absence**
No apologies had been received.

20/07/141 **Declarations of interest**
Cllrs Neale & Morris declared an interest in agenda item 10 – Station Road allotments.

20/07/142 **Dispensation Requests**
No requests had been submitted.

20/07/143 **Public Participation**
No matters were raised.

20/07/144 **Minutes of meetings**
It was resolved to approve as an accurate record of proceedings, the minutes of Marston Moreteyne Finance & General Purposes Committee held on Tuesday 7th March 2020. Proposed Cllr Morris, seconded Cllr Green. Agreed.

20/07/145 **Matters arising from the minutes**
17/04/167 Community Emergency Plan: Cllr Neale and parish clerk to collate a list of community buildings and contacts.
20/01/019 Cemetery pedestrian notice: It was agreed to ask Cllr Banks if he might be able to replace it the backing board for the notice.
20/03/083 Play & Skate Park Areas: the clerk confirmed that an order has been placed with the contractor for the agreed repairs, however due to the Covid-19 lockdown, no delivery dates have been advised for when parts will be supplied.
The clerk advised that due to the lockdown and many staff furloughed no replacement costs for the nest swing and slide had been obtainable.
20/03/086 The trench dug by a tenant for an unauthorised water tank has now been filled back in.
20/03/088 Access License: The clerk advised that the license has been signed by all parties and payment received.

20/07/146 **Invoices for payment**
A list of receipts and payments was circulated. **It was resolved** to approve the following invoices for payment. Proposed Cllr Roberts, seconded Cllr Morris. Approved.

Bedford Borough Council	June payroll incl payroll provision charge	£ ** DD
Warners of Bedford	Grass cutting, Litter pick & bin emptying (June) plus clearance work at allotments.	£ 3,264.00
Andy Muskett Ltd	Street light maintenance. May & June	£ 28.80
Beds Assn of Town & Parish Councils.	Membership renewal	£ 1,251.00
Keens Shay Keens Ltd	Internal audit for y/e 31.3.20	£ 270.00
Woodfines LLP Solicitors	Legal work in regard to Access License	£ 1,526.00
Rialtas Business Solutions	Cemeteries software annual support & Maint	£ 231.60

*(** Note: Salary/expense payments are excluded from publication due to protection by the Data Protection Act).*

20/07/147 **Play/Skate Park Areas**
147.1 Annual inspection reports
Reports for the annual inspections carried out in May, were circulated to all members prior to the meeting. No high-risk areas had been identified. Many of the issues had already been identified and an order placed for repair (See Matters Arising 20/03/083). It was agreed to obtain costs for any further repairs.

147.2 Opening of play areas following Government guidance – Verbal report from the Clerk**.**

The clerk gave a verbal report in regard to the possible re-opening of play areas following Government advice. The clerk advised that a risk assessment was required to be completed before any decision could be taken on re-opening. Until this time, both play areas at Bedford Road and Shelton Road would remain closed. The clerk advised that a risk assessment would be drafted and be placed before full council at its meeting in July. It was suggested that the clerk contact Central Bedfordshire Council to establish what was happening with the play areas that it managed. Members felt strongly that any approach should be co-ordinated with the principal authority.

20/07/148 **Review level of Fidelity Guarantee**

1st April 2020	Funds held in current account	£271,681.40
	Funds held in Business Premium account	£ 32,711.49
6th April 2020	1st precept instalment from CBC	£ 81,211.00
	Total	**£385,603.89**

The clerk advised that the current Fidelity Guarantee level covered by insurance is set at £500,000.00. This is the minimum level set by the council's insurers.
It was agreed that the current levels are adequate and **resolved** to recommend that no amendments are required at this time.

20/07/149 **Station Road Allotments**

The clerk confirmed that Warner's of Bedford had completed clearance work to most of the vacant allotment plots on 19th June within costs agreed. The clerk advised that some work was still required including the felling of one tree. The cost of an additional ¾ days work plus tip trip would be £400.00+VAT. After a brief discussion, it was resolved to authorise the expenditure.

20/07/150 **Finance Correspondence**

No matters arose.

There being no further business to transact, the meeting was closed at 8.48pm.