MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee meeting of Marston Moreteyne Parish Council held at Church End Lower School, Church Walk, Marston Moreteyne on Tuesday 2nd October 2018, commencing 7.45pm.

Present: Parish Councillors: Peter Neale (Chairperson), Ted Pilbeam, Mrs Carole Yates & Terry Hyde.
In attendance: Officer: Mrs Hazel Trustam – Parish Clerk

18/10/417 **Apologies for absence**
Apology for absence was received from Cllrs Mrs Janice Green and Robert Morris. Reason givens.

18/10/418 **Declarations of interest**
No matters of interest were declared.

18/10/419 **Dispensation Requests**
No requests had been submitted.

18/10/420 **Public Participation**
No matters were raised.

18/10/421 **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 4th September 2018. Proposed Cllr Pilbeam, seconded Cllr Yates.

18/10/422 **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.
18/06/259 Village Litter Picking: On agenda.
18/06/260 Finance Correspondence: Clerk to obtain costs for additional grass cuts at the churchyard.
18/07/314 Finance Correspondence: Clerk to collate a short-list and obtain costs for internal auditor.

18/10/423 **Income & Expenditure report for all cost centres for 2018-19, to date**
Resolved to receive and approve Income & Expenditure report for all cost centres for 2018/19 to date. No further comments received.

18/10/424 **Bank reconciliation statement**
Resolved to receive and approve bank reconciliation statement as at 31st August 2018. No further comments received.

18/10/425 **Invoices for payment**
A list of receipts and payments was circulated. **It was resolved** to approve the following invoices for payment

VSI Media Ltd	Oct edition diary delivery	£ 403.20
Copykatz Ltd	Oct diary printing	£ 192.00
Bedford Borough Council	Sept payroll	£ ** DD
Warners of Bedford	Grass cutting, empty litter bins & litter pick	£ 1,510.80
CPM Playgrounds	Operational inspections (Aug)	£ 110.40
Mazars LLP	Audit fee y/e 31.3.18	£ 528.00
Bootsies Nursery	Marston In Bloom planters & war memorial planting (£2,576.90 less £300 sponsorship from Bootsies Nursery, £100 from McLaren Pharmacy & £100 from Ask Optician	£ 2,076.90
Viking Payments	Stationery	£ 193.92
Andy Muskett Ltd	2nd quarter – street light maintenance	£ 48.60
Income	Allotment Rentals	£ 550.00

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

18/10/426 **Play/Skate Park Areas**
Copies CPM Playgrounds Ltd's quarterly inspection reports were received and accepted. It was agreed that the clerk collate a list of required repairs and obtain costs resulting from the quarterly and annual inspections.

18/10/427 **Litter Picking – update**

Members had questioned what measures Central Bedfordshire Council (CBC) could implement if additional signage is erected and also whether signage itself could be considered as a form of littering. TP had obtained a response from CBC advising that the definition of littering is: *"To make (a place or area) untidy with rubbish or a large number of objects left lying about. "* - If signage is affixed to existing street furniture, lampposts etc… then CBC does not think it could be considered as littering although the council's point was taken in that it could be considered as 'sign overkill'.

Re: enforcement, Environmental Protection Officers can issue littering FPNs but their patrols are limited. Signage is essentially a warning. Real change comes about from behavioural change.

CBC Waste Service Officer believes that there are sufficient bins in place in the parish however, additional ones can be installed on the PCs behalf if requested.

18/10/428 **Parish Council Insurance**

The clerk advised that she had obtained four quotations for the council's insurance cover. Due to their late submissions, the clerk had not had enough time to properly compare each quotation. It was agreed that the clerk present her report to the full council at its next meeting where a decision will be made.

18/10/429 **Allotments**

The committee consider two applications from plot holders for keeping ducks and bees on a plot. After consideration it was resolved to refuse both applications based on the opinion that keeping bees or ducks would breach Clause 4c of the Allotment Tenancy: "*No livestock or poultry of any kind shall be kept upon the Allotment Garden other than reasonable number of hens or rabbits for the Tenant's own domestic consumption*".

18/10/430 **Finance correspondence**

No matters were raised.

There being no further business to transact, the meeting was closed at 9.30pm.