



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF FINANCE AND FUNDING SUB-COMMITTEE MEETING
held at Stoneleigh at 2pm on 29th October 2021**

Initials:	Present:
Cllr CA	Cllr Chris Addis (Chair)
TC	Tan Cox (RFO & Clerk)

Declaration of any pecuniary interests relating to items in the agenda:	Action
None	
Apologies: None	
<p>MINUTES OF F&F MEETING – 27th August 2021: The minutes of 27th August had been approved by email in August and a copy is posted on the website.</p> <p>MATTERS ARISING FROM MEETING ON 27th August 2021:</p> <ul style="list-style-type: none"> Regarding replacement of noticeboards in Bothenhampton / Additional equipment at John Holt Play Area – The Clerk confirmed that she has obtained 3 quotes for each project, and these have been made available to the Main Committee for their consideration. <p>Recommendations from the Main Committee Meeting 13th September 2021</p> <ul style="list-style-type: none"> The Parish Council should fully fund the purchase of new swings for the John Holt Play Area using the remaining S106 money and CIL monies as necessary. This has been dealt with during the Main Committee Meeting on 11th October 2021 see those minutes. Action completed. 	

Minutes agreed: Chairman

Tan Cox
Clerk to Bothenhampton & Walditch Parish Council

Ref			Papers
2	<p>MAIN BUSINESS</p> <ul style="list-style-type: none"> ● 2022/23 Precept. There was discussion around the current level of precept and the usual outgoings during the year. The sub-committee recommends that the precept remains at the amount claimed in 2021/22. <p>Recommendation to Main Committee – The 2022/23 precept should remain the same as that claimed in 2021/22 (£49,500)</p> <ul style="list-style-type: none"> ● Cash Flow Forecast. The Cash Flow Forecast for September was reviewed, and no issues were raised. ● Grant Request from St Mary’s Church, Walditch (£750). There was discussion around the bi-annual arrangement of providing grant funding to the two churches in the parish. As this is part of our historic practice, we should honour the grant request from St Mary’s Church Walditch in the sum of £750. The Clerk will ensure written assurance is received from the church that the money will be used solely on maintaining the churchyard and/or church grounds. <p>Recommendation to Main Committee – The grant request from St Mary’s Church, Walditch should be ratified.</p> <ul style="list-style-type: none"> ● New PC for Clerk. The Clerk has identified that her laptop computer is reaching the end of its life and requires a replacement. <p>Her personal needs represent a small portion of the computer’s usage, the majority of special requirements relate to parish council work, specifically managing the parish council’s website. The Clerk has identified a suitable replacement laptop with the appropriate software to manage the above which will cost £678.33, excluding VAT. The proposal from the Finance and Funding sub-committee is that the parish council fund this laptop computer to the value of £500 and the Clerk will pay the balance. In the event that the Clerk terminates her employment with the parish council, depending upon when that occurs, she will have the option of negotiating a price or returning the laptop computer to the parish council.</p> <p>Recommendation to Main Committee – A replacement laptop computer be procured and the Clerk to re-imburse the parish council a sum of £178.33.</p>	Clerk	

Ref			Papers
3	<p>ANY OTHER BUSINESS</p> <p>An email has been received from Bridport Town Council (21st October) requesting a contribution towards the cost of running and sustaining BLAP from 2022/23.</p> <p>The Finance and Funding sub-committee have no objection to the parish council contributing, however, the proviso would be that we only agree to contribute if the other 13 parish councils also agree their contribution.</p> <p>Recommendation to Main Committee – The Clerk could write to BLAP making that position clear and await their confirmation.</p>		
4	<p>DATES OF MEETINGS FOR 2022/23</p> <p>The following meeting dates have been agreed:</p> <p>21st January 2022 22nd April 2022 29th July 2022 21st October 2022</p>		

Date of the next Finance and Funding Sub-Committee Meeting: 21st January 2022 @ Stoneleigh at 2pm
Previous minutes can be found on www.bothenhamptonwalditchparishcouncil.com

SUMMARY OF AGREED ACTIONS – 29th October 2021

Action	Owner	Page
Regarding Grant Request from St Mary's Church, Walditch - ensure written assurance is received from the church that the money will be used solely on maintaining the churchyard and/or church grounds.	Clerk	2

ITEMS ROLLED OVER – 29th October 2021

Action	Owner	Page
None		

RECOMMENDATIONS REFERRED TO MAIN COMMITTEE – 8th November 2021

Item	Pages
1) The 2022/23 precept should remain the same as that claimed in 2021/22 (£49,500) 2) The grant request from St Mary's Church, Walditch should be ratified. 3) The replacement laptop computer be procured and the Clerk to re-imburse the parish council £178.33. 4) The Clerk could write to BLAP making that position clear and await their confirmation.	2 - 3

RECOMMENDATIONS REFERRED TO OSPA SUB-COMMITTEE – 1st November 2021

Item	Page
None	

RECOMMENDATIONS REFERRED TO T T & F SUB-COMMITTEE – 29th October 2021

Item	Page
None	