

**Heacham Parish Council
FINANCE AND GENERAL PURPOSES COMMITTEE
TUESDAY 7th MAY 2024
Minutes**

PRESENT Cllrs P Rawlinson, (Chairman), J Carr, R Pritchard, D Rawnsley and P Sutton.

IN ATTENDANCE S Eke (Clerk).

1. APOLOGIES Cllrs C Moore and I Morrison.

Declarations of Interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

Cllr P Sutton on item 8.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the 2nd April 2024 were agreed and signed as a true copy.

3. MATTERS ARISING

The village sign is being repainted at Studio 55, it just needs to be delivered to them. Cllrs P Rawlinson and D Rawnsley will arrange to deliver.

4. CURRENT FINANCIAL STATUS

The bank reconciliation as at 30.04.2024 had not been approved by the ICO as he is away on holiday.

5. BANK ACCOUNT INSPECTION

The committee inspected the bank statements for April 2024.

6. OFH REPAIRS UPDATE

The OFH repairs had been completed and quotes are being obtained to build the temporary Parish office in the OFH. The Clerk had appointments with 2 Window companies, 3 electricians and 2 builders.

7. JUBILEE CLINIC PURCHASE UPDATE

The Public Loan money had been received and the Councils Solicitor is waiting to hear back from the Trust Solicitor regarding the rewording of the Overage trigger. Once this is agreed the sale should be ready for completion.

8. OLD DAIRY SITE FUTURE

A discussion took place regarding the sale of the ODS, it was agreed the Parishioners need to be made aware of any decisions to sell and the reasons why. It was agreed the Council should approach the District valuers office to obtain a valuation for possible sale, before the Council instruct a selling agent. Cruso and Wilkin have undertaken an informal tender and it was suggested they should undertake the role of selling agents once this has been agreed. The committee agreed to ask Full Council to put the ODS up for formal sale.

- ***Recommendation: Full Council to agree to put the ODS formally up for sale at a price recommended by Cruso & Wilkin and the District Valuers office.***

9. 1A LODGE ROAD LEASE / RENT REVIEW

The current lease on 1a Lodge Road is due for renewal in July 2024. The property is owned by the Parish but has not cost the Parish anything for the last few years except for Solicitor fees to renew the lease. It was suggested that the Clerk speak with the Council Solicitors and see what options the Council have regarding different types of lease. The Clerk will speak to the Councils Solicitor at WGA and report back to the next meeting.

10. RISK MANAGEMENT

Cllr D Rawnsley apologised for not having undertaken much with regards to Risk Assessment due to work commitments, he hopes to be able to do more soon.

11. COMMUNICATIONS OFFICER UPDATE

No report was given as Cllr I Morrison was absent.

12. CLERKS REPORT

The Public Works loan had been deposited into the Parish Council bank, so all ready to go ahead with the Jubilee Clinic purchase as soon as the Solicitors are ready.

A Parishioner had called with an issue regarding the old bowling green off the High Street, he had spoken to the Borough Council who again said it didn't belong to them. The Clerk will contact the Borough Council to explain they do own it and to discuss the Parishioners concerns.

A Parishioner had called regarding a grit bin on the corner of Foreman Close, she said youths had been throwing the grit at houses and cars. She had spoken to Highways to see if the bin could be removed but they said the bin belonged to the Parish Council. The Clerk will ask the PMO to put a padlock on the bin to keep the grit safe.

Cllr P Rawlinson asked if Anglian Water had repaired the leak outside the Old Friends Hall, the Clerks assistant had called AW today and they had it scheduled in for 17th May.

Cllr D Rawnsley asked why Committees had to ask for permission to spend their budgets which had already been agreed by Full Council, would it not make more sense for committees to have the authority to spend agreed budgets on agreed items without having to wait for the next Full Council meeting. The Clerk agreed this would make things a lot simpler as the extra time spent waiting for the next Full Council meeting could mean the price or availability had changed.

- ***Recommendation: Full Council to agree that committees could spend their agreed budgets in conjunction with the Clerk and report to Full Council rather than having to wait for permission on something that had already been agreed, thus delaying the purchase or appointment of services.***

13. NEXT MEETING

The next meeting is Tuesday 4th June 2024 @ 7pm in the Council Offices.

Meeting closed 20.35hrs

.....Chairman

.....Date