

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FINANCE AND DATA PROTECTION COMMITTEE MEETING HELD ON
WEDNESDAY 13th OCTOBER 2021 at CORONATION HALL

Present: Cllrs: D Revell (Chair)
Cllrs: B. Reynolds, D Harding and C West

Members of Public: – 0

Clerk: Ms D. Joy

Before the meeting the Chair informed those present of the following guidelines:

1. Members of the public must wear a face covering at all times (except if you are exempt).
2. All attendees must sanitise their hands before entering the hall.
3. All attendees must register their details with the Clerk on entering the meeting, to comply with the NHS Track and Trace scheme.
A QR code will also be at the entrance for those who have smart phones.
4. Attendees must observe the 2mtr rule at all times, paying special care when entering and leaving the building.

MINUTES

01 APOLOGIES FOR ABSENCE.

None

02 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION.

None

03 MINUTES FROM PREVIOUS MEETINGS.

3.1 To sign the minutes of the Finance and General Purposes Committee held on the 14th July 2021 and **ADOPTED** by Full Council on the 26th April 2021.

Cllr Reynolds Proposed to move the motion and Cllr Harding Seconded the proposal.

Members **AGREED** the Finance and General Purposes Committee held on the 14th July 2021 and **ADOPTED** by Full Council on the 26th April 2021.

The Chair signed the minutes.

04 PUBLIC PARTICIPATION TIME

The meeting will be adjourned for a period specified in the Resolution (no longer than 15 minutes) to allow Members of the Public, to receive District and County Councillors reports and any Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.

There were no members of the public present

05 MATTERS FROM PREVIOUS MEETINGS

To report on progress on items from previous meetings. No decisions may be taken.

- 5.1 Minutes filed and placed on website.
- 5.2 New laptop set up.
- 5.3 Digital noticeboard ordered.
- 5.4 Museum camera out of stock awaiting notification of when its back in.
- 5.5 Museum repo stand still awaiting to be ordered.
- 5.6 Internal inspections still awaiting to be completed.
- 5.7 Museum soffits and wall rendering now completed.
- 5.8 Back Street toilets windows now fitted.

06 EXPENDITURE

- 6.1 To consider and agree the insurance valuation for Woodhurst.
Cllr Harding Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** for the Clerk to speak to the insurance re the valuation.

07 POLICIES AND DOCUMENTS

- 7.1 To consider and agree the Sustainable Grant Application for Watson Watt Gardens.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the Sustainable Grant Application for Watson Watt Gardens.

08 BUDGET

- 8.1 Update on the 6 Monthly budget and to consider any actions needed.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** for the budget lines to be adjusted to balance the accounts.

No members of the public were present.

09 Exclusion of the Press and Public

- To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due issues pertaining to contractual matters.
- 9.1 To consider and agree the quotes for the office roof.
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** to approve the quote to remove the asbestos from the office roof, subject to quotes to replace the current roof.
- 9.2 To consider and agree the quotes for the electrical point for the Christmas Lights.
Cllr West Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** the quote for the new electrical point for the Christmas Lights.
- 9.3 To consider and agree the quote for the Queens plinth.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the quote for the Queens plinth, and to put to the Planning Committee the decision for the colour of the granite and the inscription to be placed on it.
- 9.4 To consider and agree the quote for the Skate Park picnic bench base.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the quote for the Skate Park picnic bench base.
- 9.5 To consider and agree the quote for installing the Museums digital notice board.
Cllr Harding Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the quote for installing the Museums digital notice board.

10 DATE OF NEXT MEETING

To confirm the next meeting of this Committee is TBA