

MUNDESLEY-ON-SEA PARISH COUNCIL
MINUTES OF THE FINANCE AND DATA PROTECTION COMMITTEE MEETING HELD ON
WEDNESDAY 20th JULY 2022

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

Members of Public: – 0

Clerk: Ms D. Joy

MINUTES

01 ELECT CHAIR

Cllr Reynolds Proposed to move the motion and Cllr West Seconded the proposal.
Members **VOTED** for Cllr Revell to be Chair of the Finance and Data Protection Committee.

02 ELECT VICE CHAIR

Cllr Harding Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **VOTED** for Cllr West to be Vice Chair of the Finance and Data Protection Committee.

03 APOLOGIES FOR ABSENCE.

None

04 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION.

None declared

04 MINUTES FROM PREVIOUS MEETINGS.

- 4.1 To sign the minutes of the Finance and General Purposes Committee held on the 23rd February 2022 and **ADOPTED** by Full Council on the 4th April 2022.
Cllr Reynolds Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **AGREED** the minutes of the Finance and General Purposes Committee held on the 23rd February 2022 and **ADOPTED** by Full Council on the 4th April 2022.

05 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, 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.
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** to adjourn the meeting to allow members of the public to speak.
No comments
Cllr Revell Proposed to move the motion and Cllr Harding Seconded the proposal.
Members **AGREED** to resume the meeting.

06 MATTERS FROM PREVIOUS MEETINGS

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

- 6.1 Minutes filed and placed on website.
- 6.2 Sent Citizens advice grant application.
- 6.3 Purchased 4 more hours of website service time.
- 6.4 Planter sponsor letters posted.
- 6.5 Noticeboard rent letters posted.
- 6.6 Rent notification for account 601 emailed.
- 6.7 Grass Cutting contract renewed
- 6.8 Quote accepted for cleaning the Back Street toilets.
- 6.9 3-year street light maintenance contract renewed.
- 6.10 Museum rendering completed.
- 6.11 Insurance informed of the rebuild valuation for Woodhurst.
- 6.12 Office roof replaced.
- 6.13 CCTV installed at the Skate Park and MUGA.
- 6.14 Electricity contract renewed.

07 EXPENDITURE

- 7.1 To consider and agree if to purchase 2 bins for the Jubilee Gardens.
No proposer or seconder. Resolution not passed.
- 7.2 To consider and agree if to have a boiler service contract for Woodhurst.
Cllr Harding Proposed to move the motion and Cllr Revell Seconded the proposal.
Members **AGREED** for the Clerk to speak to the letting agent on this matter and report back.
- 7.3 To consider and agree if to pay the extra premium on Councils insurance for Woodhurst.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to instruct the insurance company to increase Council premium.
- 7.4 To consider and agree the quote for taking over the land at East Cliff.
Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.
Members **AGREED** the quote for taking over the land at East Cliff.
- 7.5 To consider and agree if to take out an events cancellation policy.
Cllr Reynolds Proposed to move the motion and Cllr Parkin Seconded the proposal.
Members **AGREED** for the Clerk to look into costs and report back.

08 POLICIES AND DOCUMENTS

- 8.1 To consider and agree if the internal inspections for 2022/2023.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** the schedule for the internal inspections for 2022/2023
- 8.2 To consider and agree if to pay Survey Monkey.
No proposer or seconder. Resolution not passed.

09 BUDGET

- 9.1 Update on the 3rd quarter budget and to consider any actions needed.
Cllr Harding Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to monitor the budget closely.
- 9.2 To consider and agree a date for the Budget meeting.
Cllr Revell Proposed to move the motion and Cllr Reynolds Seconded the proposal.
Members **AGREED** to hold the Budget meeting on the 12th October 2022.

10 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 lease and contractual matters.

Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.

Members **AGREED** resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due issues pertaining to leases.

10.1 Update on the Links lease and to consider and agree any actions.

Cllr Revell Proposed to move the motion and Cllr West Seconded the proposal.

Members **AGREED** to take the advice given.

11 DATE OF NEXT MEETING

To confirm the next meeting of this Committee is 12th October 2022.

MEETING CLOSED: 7:56PM