



## **Oulton Broad Parish Council**

### **Finance Committee Minutes**

**The Pavilion**

**5.30pm Thursday 13<sup>th</sup> March 2025**

**Present:** Councillors Benvenuto Falat (Chairman), Christine Ashdown, Brian Keller, Sandie Keller and Donald Munro.

**Also, in attendance:** Michaela McGoun (Clerk)

#### **F1. Welcome:**

#### **F2. Announcement on Reporting:**

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

#### **F3. To receive and consider acceptance of apologies for absence:**

Apologies received from Cllr. Bromley

#### **F4. Declarations of Interest and dispensations:**

F4.1 To receive Declaration of Disclosable Pecuniary and Non-Pecuniary interests from councillors on items on the agenda. NONE

F4.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests. NONE RECEIVED

F4.3 To note any dispensations previously granted.

#### **F5. To agree the minutes from the previous finance meeting 6<sup>th</sup> February 2025**

Proposed by Cllr. B Keller, seconded by Cllr. S Keller, all in favour.

#### **5.1 Matters arising**

None

#### **F6. Public Forum:**

An opportunity for members of the public to make comments on any matters on this agenda.

**F7. To note the balance on accounts**

OBPC General Account £4,834.72

OBPC Savings / Reserves £297,041.08

**F8. To note the bank reconciliation for February 2025:**

This was noted.

**F9. To approve the payments for March 2025**

<b>Monthly</b>			
<b>MC Cleaning</b>	<b>Office / pavilion</b>		<b>£117.00</b>
<b>Norfolk Copiers</b>	<b>Copy costs</b>		<b>£34.24</b>
<b>Daisy</b>	Phone/internet		
<b>EDF</b>	<b>Pavilion</b>		<b>£212.82</b>
<b>EDF</b>	<b>HM Toilets etc</b>		<b>£44.06</b>
<b>ADHOC</b>			
<b>NPTS</b>	Cllr Training x 3	<b>£</b>	<b>195.00</b>
<b>AJ Builders</b>	Resin surface 1	<b>£</b>	<b>7,308.00</b>
<b>AJ Builders</b>	repair wall	<b>£</b>	3,930.00
<b>AJ Builders</b>	Resin surface 2	<b>£</b>	7,374.00
<b>AJ Builders</b>	wall repair	<b>£</b>	4,516.80
			<b>-£23,731.92</b>
<b>INCOME</b>			
<b>P Petty</b>	<b>Rent</b>		<b>£240.00</b>
<b>Bank</b>	<b>Interest</b>		<b>£1,095.33</b>
<b>TOTAL</b>			<b>£1,335.33</b>

**Proposed by Cllr Ashdown****Seconded by Cllr. S Keller****All in favour.****F10. To discuss adding CCTV cameras**

The Clerk suggested adding 2 new cameras to the system following a car break in and the Old Forge being broken into. One camera would cover the car park next to the Museum and the other to face the Old Forge and the Office door.

This was discussed and a notional agreement pending the quote.

**F11. To discuss EDF Invoices**

The invoice for the Museum is £16,017.18, this has not been paid since September 2023 and the office is £5,893.46. This was discussed and it was agreed to get an independent electrician in to carry out an electrical survey of the museum and the office. Clerk to arrange.

Proposed by Cllr. S Keller, seconded by Cllr. B Keller, all in favour.

**F12. To discuss the insurance proposal**

The insurance proposal has been received, and it was recommended by the agent that we sign up for a 3-year contract. Clerk to forward the information onto Full Council.

**F13. To discuss Moving the meeting time.**

Cllr. Falat suggested moving the Finance meeting to 4pm going forward, this was discussed and unanimously agreed to start at 4pm.

**To note the date of the next Finance and Projects Committee meeting,**  
Thursday 10<sup>th</sup> April 2025 at 4pm.

The Chairman closed the meeting at 17.56pm.

Singed by the Chairman ..... Date.....