

# ***FINANCE COMMITTEE MINUTES***

**MINUTES** of the Wrockwardine Wood & Trench Parish Council Finance Committee Meeting held on Thursday 25<sup>th</sup> March 2021 via Teams from the Parish Council Centre, Church Road, Wrockwardine Wood at 4pm.

**PRESENT:** Cllr's. Mrs A. Watkins (Chair), F. Doran, L. Madeley, C. Smith and H. Smith

## **20/1169 Welcome by the Chairman**

The Chair of the Finance Committee opened the meeting.

## **20/1170 Apologies**

All members present.

## **20/1171 Disclosable Pecuniary Interests**

None were disclosed.

## **20/1172 Minutes of the previous meeting on the 17<sup>th</sup> November 2020**

**RESOLVED** that the Minutes of the Finance Committee Meeting held on the 17<sup>th</sup> November 2020 were confirmed as a correct record and were signed by the Chair.

## **20/1173 Public session**

No members of the public in attendance.

## **20/1174 Speed awareness indicator (SID)**

The Committee discussed a request for funding to purchase a second SID to address speeding issues across the parish. The Parish Council has received £750 each from Councillors Shirley Reynolds and Charles Smith have from their Ward Pride Fund towards the purchase of a SID.

Quotes have been obtained by the Clerk from the following companies:

Morlock Signs:	£3288.00
Mallatite:	£3630.11
Elan Evolis:	£1983.92

The Evolis device is cheaper than other devices and are currently used across sites in Staffordshire. The cost of moving the SIDS was also discussed as it is currently £50 per device each time it is moved.

**RESOLVED** that the Committee agreed to fund the shortfall to purchase a SID from Elan Evolis.

The Clerk was asked to contact ID Verde to request that the Environmental Operative is trained to move the SIDS as part of his job in partnership with a neighbouring council as a two-man team is needed due to the weight of the SID.

**20/1175 Parish Centre maintenance**

The Committee were asked to consider ongoing maintenance of the Parish Centre to include painting of the hall and a deep clean of the building prior to it opening to the public.

The Parish Centre is due to be used on the 6<sup>th</sup> May for election Purposes, the Clerk has obtained a quote of £290 to have the building cleaned prior to use by a specialist cleaning company.

The Election Team will carry out all risk assessments for the use of the building for the election and the Clerk will be available to open and close the building only.

**RESOLVED** that the Committee agreed to the deep cleaning of the Parish Centre prior to the election on the 6<sup>th</sup> May 2021.

The Clerk was asked to get quotes for the meeting room to be decorated.

**20/1176 Cleaner /Caretaker update**

Discussions took place around when it would be suitable to open the Parish Centre to groups again, but concerns were raised about the mixing of households. The Committee were unhappy with opening the building until all government guidelines had been met and confirmed that it was safe to do so. An advert for the recruitment of a new Cleaner/Caretaker is to be included in the May Parish newsletter in preparation for when the Parish Centre re-opens. The Clerk will liaise with Councillors Madeley and Watkins regarding the job advert.

**20/1177 Finance update**

The Clerk gave an update on the current financial position, copies of the receipts and payment were circulated to the Members prior to the meeting.

A discussion took place about the need to ensure that the usual annual checks take place prior to the building opening to include PAT testing and fire extinguisher testing.

Committee members supported the suggestion to hold a community event on Trench Playing Field in the summer to launch the new playing area and green gym.

**20/1178 Date & Venue of the next Finance Committee meeting**

To be confirmed.

***Meeting finished at 4.48pm.***

Signed.....  
**Chair.**

**Date .....**