

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

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Minutes of the **Management & Finance (M&F) Committee Meeting**

Of the Parish Council

Held on Tuesday 6th December 2022

At 7.15pm in the Old School, Market Lavington

Councillors Present: Cllr Fraser (Chairman), Cllr Osborn, Cllr Davis, Cllr Steele, and Cllr Andrew.

In attendance: Carol Hackett (Parish Clerk).

	AGENDA ITEM
22/23-144	Apologies for Absence None – all Councillors present.
22/23-145	Declarations of Interest and Dispensations to Participate There were none.
22/23-146	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 7.17pm.
22/23-147	Minutes of Council Committee meeting The minutes of the Management & Finance committee meeting held on the 10th May 2022 having been previously circulated to Councillors, were approved as a correct record - proposed Cllr Andrew, seconded Cllr Osborn (Cllr Steele abstained from the vote having not been present at the last meeting).
22/23-148	2023/24 Parish Council budget <p>a) Draft budget and precept requirement - The Clerk referred to the draft budget circulated to Councillors with the agenda papers, noting that the OS and HRAF Committees had previously met and agreed their draft budgets, with the remaining budget having been compiled using estimated figures, based on the actual spend for 2021/22, and the spend-to-date for 2022/23, adjusted as considered necessary. It was noted that the 'tax base' figure provided by Wiltshire Council, and used to help calculate the precept requirement, had increased slightly for 2023/24. Councillors reviewed all the figures in detail, agreeing a few revisions, and reaffirming the decision of the OS committee to review the electricity contracts in February 2023. It was proposed by Cllr Fraser, seconded by Cllr Davis, and resolved to seek approval from Full Council for the following recommendations –</p> <ul style="list-style-type: none">• To approve the proposed draft budget for 2023/24 – Total payments £73,436.35 Total receipts £73,436.58 (copy to be provided to all Councillors)• To approve the precept requirement for 2023/24 of £68,523. £68,523 divided by 769.23 (tax base) = £89.08 band 'D' charge (an increase of £2.09 / 2.4% from 2022/23) <p>b) Priorities and aspirations for the Parish Council for the next few years – Councillors reviewed the existing priorities, removing those that had been completed or were no longer a possibility, revising some of the existing ones, and adding new ones as agreed at the OS and HRAF committees. It was proposed by Cllr Davis, seconded by Cllr Steele, and resolved to seek approval from Full Council to focus on and investigate further the following projects and priorities:</p> <ul style="list-style-type: none">• Canada Woods Project – to include 5/10 year management plan for the woods, and possibly incorporate 'Remember COVID-19' projects within this, on the grass area adjacent to Beechwood, and within Canada Woods. Riverbank reinforcement (part grant funded)• Possible outdoor gym equipment and skateboard ramps and new sports / recreation facilities as identified by the 'Sports Facilities Working Group' (grant

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	<p>funded if possible)</p> <ul style="list-style-type: none"> • Set aside money for future re-surfacing of Broadwell carpark • New Speed Indicator Device Church Street (NAL socket application to LHFIG) • Full review of footpaths and stiles (upgrading stiles if possible) • Old School – set money aside for possible new boiler and improving energy efficiency <p>Amounts to be allocated to each project will be agreed in April/May 2023, when consideration can be given to the year-end revenue, and reserve balances, alongside the 'projects' allocation in the 2023/24 budget.</p>
22/23-149	<p>Governance, Finance & Management Risk Register half yearly review</p> <p>The Chairman and Clerk referred to the document which had been circulated to members prior to the meeting. Following a brief discussion, during which it was noted that no changes had been made to the Council's Management and Administration operations, it was resolved to recommend to Full Council the following:</p> <ul style="list-style-type: none"> • To approve the Governance, Finance & Management Risk Register un-amended (copy of document to be provided to all Councillors).
22/23-150	<p>Other M&F Committee business</p> <p>Reference was made to the various comments and questions recently posted on Facebook regarding the new drop-down bollard on the Clays. It was noted that Wiltshire Cllr Muns had already posted a personal comment including a copy of the Highways letter issued to the Parish Council in September last year which detailed the specific legal restrictions attached to MLAV24 the Clays, which answered many of the questions posed. Following further discussion, it was agreed that the Parish Council will publish a formal response in the next edition of the 'Market Lavington & Easterton Church & Community News' magazine – ACTIONS – Clerk to prepare draft document for Chairman to review and edit as considered necessary. The Clerk referred to the LHFIG submissions that had been agreed at the November Parish Council meeting, and the subsequent additional comments and information received from Wiltshire Cllr Muns, and Cllr Gamble. Following further discussion it was agreed to contact local schools to see if they could provide any information regarding where pupils attending the school lived in the village, which could then be used as evidence for one of the submissions – ACTIONS – Cllr Steele to discuss with Lavington School Admin Officer. The Clerk referred to discussions at the Old School meeting regarding the use of the British Gas Hive or Google Nest system for managing the heating controls on the Old School boiler. Whilst at the time she thought this was probably not necessary, having now had time to think further on the matter, she thought it could be very helpful if the heating could be managed remotely particularly for any last minute cancelled or additional bookings, and managing the heating during the holidays when many of the user groups stopped. It was therefore agreed that the boiler engineer would be contacted for advice, and quotes obtained which would be considered at the main December Parish Council meeting – ACTIONS – Clerk to obtain quotes in preparation for meeting.</p>
22/23-151	<p>Date of next Meeting</p> <p>To be arranged as needed.</p>
22/23-152	<p>Closure of meeting</p> <p>There being no further business the meeting was closed at 8.10pm.</p>