

WATERBEACH PARISH COUNCIL

Minutes of the Council meeting held
on Tuesday 22 June 2021 in the Baptist Church, Waterbeach

21/29 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Bull, Gilzean, B Johnson, P Johnson, Rabbett, Seamarks, B Williams, J Williams, J Williamson, M Williamson, A Wright, N Wright

Also in Attendance: S Mason – Clerk, S Thompson – Finance Officer

Apologies: Cllrs Grant, Howlett

21/49 OPEN FORUM

A member of the public asked for some clarification on the make up of the reserves figure at the bottom of year end accounts. The Clerk advised the reserves figure was restated each year. Monies unspent in 2020-2021 were added to the previous years' reserves figure.

21/50 MEMBERS' INTERESTS

None declared.

21/51 MINUTES OF THE LAST MEETING

The minutes of the Council meeting on 1 June 2021 were **AGREED** and signed as a true record of the meeting.

Proposed: Cllr A Wright Seconded: Cllr J Williamson. In favour 9, Abstentions 3

21/52 ANNUAL GOVERNANCE AND ACCOUNTING RETURN

(a) To review and approve the Governance Statement (Section 1)
Each line entry was considered in turn and it was **AGREED** that Yes statements were appropriate.

Proposed: Cllr M Williamson Seconded: Cllr B Johnson. In favour 9, Abstentions 3

(b) To note Finance Committee approval of the FY2020/2021 detailed accounts and approve the Accounting Statements (Section 2)

The detailed FY2020-2021 accounts had been presented to Finance Committee and were noted. It was then **RESOLVED** to approve the figures in Section 2 of the AGAR.

Proposed: Cllr J Williamson Seconded: Cllr Bull In favour 10, Abstentions 2

(c) To receive internal audit of the 2020-21 Accounts and note the Annual Internal Audit Report (AIAR) 2020/2021 AGAR sheet

The Clerk commented on the Notes in the auditor's report.

-Transposition error on the previous year return had been corrected.

-VAT under and over claims were in the process of being resolved

-Fidelity guarantee cover – sufficient cover had already been organised with the Council's insurers for an additional premium.

The AIAR was noted.

(d) Dates for the period of exercise of public rights.

It was noted that the dates will be from 1 July – 11 August 2021

21/53 COMMUNITY MARKET

It was **AGREED** to approve the application for a community market on the recreation Ground by the Tillage Hall as a pilot event on 18 July subject to the following:

- The organiser and stall holders all have appropriate public liability insurance cover. (It was suggested Community Action Suffolk may be able to assist on provision of insurance cover for organisers.
- Risk assessments (incl Covid) are provided in advance for review
- The site is left clean and tidy
- No stalls to be situated on the car park

Proposed: Cllr Rabbett Seconded: Cllr N Wright Unanimous

21/54 S106 UPDATE

- a. To receive an [update of S106 funding](#) including:
 - [S106 balance of funds as at 31st March 2021](#)
 - Split of funding both specific and non-specific use
 - Identified future funding both specific and non-specific
 - Bowls Club project deficit[Working sheets attached.](#)
- b. To delegate responsibility to the Finance Committee for approval of the report, reviewing future quarterly updates and bringing any issues of concern to the Council.

The Finance Officer introduced her report which was based on the position as at 31 March 2021. Expenditure to date, or where future funding had already been earmarked, had now been set against specific S106 agreements, taking into account that some of the agreements restricted expenditure to named projects/items (specific use) but others were non-specific and could be used more flexibly.

The issue around the sums available to fund the bowls pavilion project had been referred to SCDC. The resultant advice from the S106 Officer and the legal team stated that that a maximum £159,223 could be utilised from the WPC S106 funds on this project. This meant there was a funding gap of £10,766 on the sum currently earmarked (£170k).

Regarding the main categories, the overall position on funds available to allocate is: (£rounded sums):

Play - £386,422

Public Open Space £22,827

Community £95,902 (of which £53,787 for non-specific use)

Off-site sport - £162,325 (of which £75,451 for general non-specific use)

The Parish Council was also holding some S106 funding specifically for the maintenance of the Cody Road bus shelter.

Councillors thanked for her comprehensive report. It had been sent to SCDC's S106 Officer for review and would not be finalised until any further comments had been received. It was **AGREED** to delegate

responsibility for final approval of the report to Finance Committee, who would also receive future quarterly reports and bring any issues of concern to the Council.

Proposed: Cllr Bull Seconded: Cllr B Johnson Unanimous

21/55

EXCLUSION OF PUBLIC

It was unanimously agreed to exclude the public from the next item due to the confidential nature of the item.

21/56

CONFIDENTIAL STAFFING MATTERS

The note of this item is in the Confidential Minutes Book.

The meeting closed at 7.50pm

SIGNED..... DATE.....

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