

Worth Parish Council

Minutes of the Finance & General Purposes Committee Meeting held on February 5th 2024 commencing at 7.30pm

Present: Cllr Phillips (Chairman) Cllr King (Vice Chairman)
Cllr Bingle Cllr Casella
Cllr Kipps Cllr Pointer
Cllr Stewart Cllr Williams
Cllr Wilson
Mrs J. Nagy (Clerk) 2 members of the public

Prior to the commencement of the meeting, it was agreed that Cllr King would act as Vice Chair as per SO 3 q), with Cllr Phillips in the Chair.

102 Public Question Time

No member of the public wished to speak at this point of the meeting.

103 Apologies

Apologies were noted and accepted from Cllrs Dorey, Hodsdon and Scott.

104 Declarations of Interest

There were no Declarations at this point of the meeting.

105 Minutes

It was AGREED by all present that the Minutes of the General Purposes & Finance Committee meeting held on 8th January 2024 were a true and correct record.

106 Chairman's Announcements

The Chairman had no announcements.

107 Correspondence List

The Correspondence List was NOTED.

108 Accounts and Financial Matters

Transfer of £49,000 from accruals to CCTV EMR

Councillors will recall that one of the issues with the agreed budget possibly being incorrect, was a sum of money in the accounts as accruals. The Locum RFO advises that £49,000 of this be transferred back into Ear Marked Reserves for CCTV. The remaining balance in accruals will be paid imminently this being a pensions transfer. This will clear the accruals total, and will avoid future confusion.

Councillors AGREED this transfer.

Appointment of Sport & Play Consulting

Councillors considered the quote from Michael Carter from Sport & Play Consulting to assist with the redevelopment of the Crawley Down play area, similar to what he is already doing in Copthorne.

The support would include:

- All formal tender documentation and management of the procurement process, following the Public Procurement Regulations, and advising on any design considerations for the site.
- Meeting with any interested suppliers on site, and responding to any clarification questions relating to the project.
- Evaluating and reporting on the tender submissions.
- Providing a Building Contract based on the final agreed design and quotation.

The cost for this would be £3,250.00.

It was AGREED by all present to appoint Sport & Play Consulting for the redevelopment of Crawley Down Play Area project at a cost of £3250.00 ex VAT.

It was agreed that Michael Carter's services would not be required to judge the children's drawing contest.

Obtaining a Music Licence for the Youth Bus at a cost of £400.76 + VAT

It is thought beneficial to get a music licence so that the bus can play music at events, and also use the karaoke machine.

The expenditure of £400.76 + VAT to obtain a music licence for the Youth Bus was AGREED by all present.

Ford Ranger Truck

The Clerk advised that the truck is now back on the road. Repairs to the clutch, two new tyres and issues with water in the fuel tank have now been resolved, at a cost of around £2000. This will take the vehicle maintenance cost code over budget.

Councillors NOTED this information.

Grants

Grant of £1000 to the Haven Centre

The Haven Centre has not drawn the £1000 grant agreed at the last meeting.

It was agreed that the Clerk would write to the Haven Centre to say that unless this grant is paid before the end of March, then the Haven will have to reapply in the next financial year.

There is currently £1550 available in the grants budget. Agreement to all of the grants to be considered at this meeting will be an overspend on the grants' allocation, taking into account the £1000 allocated to the Haven Centre.

Grant application from Crawley Down Scouts for £750

The application is for £750 to go towards setting up Squirrel Scouts for girls and boys aged 4 to 6; total cost of project £2000.

The Chairman proposed the suspension of Standing Orders to allow members of the public to speak; this was seconded by Cllr King and AGREED by all present.

A representative from the Scouts was present at the meeting. No monies have been received from the central Scouting Organisation, due to the affluence of the area. However, the group has applied to West Sussex Scouts for funding.

Standing Orders were reinstated.

It was AGREED by all present that £750 would be awarded to the Crawley Down Scouts to support the set up of a Squirrels Scouts troop.

Grant application from the Copthorne Christmas Float for £300

The application is for £300 to go towards the purchase of a generator to power the lights and sound on the float; total cost of project £450.

The Chairman proposed the suspension of Standing Orders to allow members of the public to speak; this was seconded by Cllr King and AGREED by all present.

A representative from the Float organisation was present at the meeting. She advised that the group was self-funding, with any profits going to local charities. Last year the float visited Crawley Down and Heathy Wood, as well as Copthorne village. It made £3000. The CDRA gave 50% of the donations received in Crawley Down to the Float organisation.

She was asked why she had not applied for the full amount of £450; she replied that the guidance stated that usually not more than 50% of the project cost would be considered.

Standing Orders were reinstated.

It was AGREED by all present to award £450 to the Christmas Float Organisation, i.e. the full cost of the generator, not the £300 requested.

It was formally NOTED that these two grants totalling £1200, plus the £1000 Haven Centre would be an overspend on the grants budget of £650.

109 Council Premises and Land

The Clerk advised that the Amenities & Assets Committee on 12th February would be considering a request to hold a children's fun fair on Crawley Down Green on 19th to 25th March.

Councillors NOTED this information, and asked to be kept updated.

110 Matters for Consideration submitted by the Village Working Parties

Crawley Down Working Party

The Working Party is currently engaged in running a competition to design a new play area.

Copthorne Working Party

The Working Party is currently engaged in in the redevelopment of Copthorne Recreation Ground.

111 Consideration of items for discussion by the Village Working Parties

There were no items submitted.

112 Date of the next meeting

Monday, 4th March 2024

Meeting closed at 7.58 pm.

Chairman: _____

Date: _____