



The meeting of the Finance Committee Meeting for Cavendish Parish Council took place on Monday 24th February 2024. In the Cavendish Memorial Hall at 4.15pm.

Councillors present: Malcolm Halliday (Chair), Annette Williamott and Nicky Welch.

Also present: Kay Garner (RFO/Clerk) and Councillor Alison Kenny.

1. Acceptance of apologies for absence.

None.

2. Declaration of Interest in items on the agenda and dispensation requests.

No councillors declared an interest in any items on the agenda. No dispensation requests were received.

3. Approval of minutes of the previous meetings held.

Monday 4th November 2024 Meeting. It was resolved that the minutes were correct. The Chair signed them.

Monday 11th November 2024 Meeting. It was resolved that the minutes were correct. The Chair signed them.

4. Public Session (20 minutes)

No members of the public were present.

5. Clerk Pay Increase

A separate meeting will be held on Friday 28th February with just the Finance Committee Councillors in attendance to discuss a pay increase in addition to the Local Government Pay Increase.

6. Clerk Training

CiLCA Training and Qualification. This training will take up to 200 additional hours for the Clerk to attend and complete the required work. Within a deadline of one year. This is a substantial commitment for both the clerk and the Parish Council. The Clerk proposed that she attend the first two workshops to understand the work involved. She will then make the decision whether to continue. This was agreed by all present.

7. Memorial Hall Costs

(a) Fridge – From Locality Budget - Councillor Karen Richardson. This has been approved by West Suffolk Council. Nicky and Annette agreed to purchase this and claim for reimbursement.

Action: Annette William and Nicky Welch

(b) Repair Costs – Application submitted to Trust for reimbursement

A meeting was being held in the evening of 24th February to discuss this application. Malcolm would be in attendance.

Action: Malcolm Halliday

8. Insurance Quote

We have received a quote from Zurich Insurance. (As attached)

It includes Strimmer & Hedge Cutter kept at contracted handyman's premises Valued at £911.38. This needs to be removed.

It was proposed that we fix the premium for 3 years and this was unanimously agreed.

Action: RFO/Clerk

9. SALC – Internal Auditors

It was proposed that we use SALC as our Internal Auditors for the 2025 Audit. (Letter of engagement attached)

This was unanimously agreed.

10. Village Green/Parking on Slip Road

It was agreed that advice would be obtained from a Groundworks company to the best method and cost to prevent further erosion to the green.

Action: Malcolm Halliday

11. Village Grounds Maintenance/Grass Cutting

An offer to tender for this work was received this month from Jacksons Landscape Services. However, the contracts for this year for this work have already been agreed. It was agreed that they would be contacted prior to contracts being agreed next year with an opportunity to submit a quote.

12. Budget Vs Expenditure

The Budget Vs Expenditure to date was presented (copy attached). It was agreed that we are within our budget to date.

13. Any other business for noting or including on the next agenda of the next meeting to be held on Monday 16th June 2025.

None

The meeting closed at 17:30.

Signed:



Dated:

16-6-25,