Oldbury on Severn
Parish Council

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Minutes of the Finance and General Purposes Committee held at 10.30am in the Memorial Hall, Camp Road, Oldbury on Severn BS35 1PR on Monday 31st October 2022

1. Present: Chairman Cllr Sheila Bedford, Cllr Keith Sullivan and Cllr Matthew Riddle

Clerk: Victoria Bailey

2. Apologies: Cllr John Cornock (work commitment)

3. Declarations of Interest: None received

4. To approve the minutes of the meeting held on Monday 7th October 2022

Proposed MR, seconded SRB; minutes agreed.

5. Matters arising

a) **To confirm the alteration of the standing order for the electricity supply to the Pavilion**
VB confirmed the E-On electricity direct debit has increased to £80.00 per month

b) **To confirm the change of payment name from Cllr. Riddle to 'Whist Drive'**
Actioned VB

c) **To confirm the booking procedure for the Pavilion**
Lisa Riddle contacted in first instance; enquiry passed to VB; VB sends hirer t&c's and a booking form; VB receives this back from hirer; VB confirms booking with LR; VB sends invoice; LR provides access for hirer.
Note: Whist Drive books two months in advance and would like dates blocked out for them in 23/24

d) **To confirm the grass cutting arrangements at the playing field**
SRB asked for clarification on the mowing; MR and KS confirmed IK mows around the carpark, outside the park, outside the MUGA. The Cricket Club mow up to the rise and the back of the MUGA; no longer doing the strip at the back due to claimed soil dumping and the CC said they couldn't get a tractor for mowing it through the gate. The Cricket Club receive an additional 25% off rent for cutting the old football field. Suggestion that if CC are not cutting the old football pitch then that money, paid in rent from CC, could be used for

maintenance of the potential nature space/ park on the site in the future. Due to the site being an old tip it was discussed how plants with deep roots and any digging would cause issues due to rubble buried close to the surface. It was agreed to revisit this idea in 12 months' time.

SRB said the PFC agreed that the CC lease was between OPC and CC.

Action
SRB, KS and MR to have a site visit of the Playing Fields on Monday 7th November; SRB will ask CF to join them to show them the electricity and water meters
VB to send rental bill to the Cricket Club with grass cutting rebate included (they owe nothing) 75% reduction in rent for grass cutting and a further 25% for cutting the football pitch

e) Clarification of the method of displaying the actual expenditure against budget

VB to attend an accounts reporting course on 21/11/2022 at 2pm

f) Update on the notice boards

Action
SRB and MR will clean the Playing Field noticeboard during their site visit and report back on whether new glass is needed; will check if IK has purchased this if necessary

g) To confirm the New Councillor Welcome Pack is available for the Parish Council

SRB will ask Cllr's whether they agree to the idea of a 'Welcome Pack' in principle tomorrow at Full Council. SRB will hand out/ email ideas then Cllr's can discuss what they think should be there. Goal to complete the packs at the end of January 2023; VB and SRB to continue to liaise regarding packs contents.

6. Prepare draft2023 – 2024 annual budget

Draft budget was shared and discussed in detail. SRB is planning to discuss the electricity and water bill with CF when they meet on 07/11/22 and for FGP to review SRB's findings at the next FGP on 12/12/2022

Action
SRB to liaise with CF regarding electricity and water metres and division of consumption between Pavilion and CC

Decided to put £450 aside for grass cutting as a donation to PFC in the budget if IK will continue to cut it for 2023/24

Action
VB to check with IK he plans to continue grass cutting, and if he will continue to do so for the £450 in the PFC special reserve

KS would like money set aside in the budget for seamless hybrid council meetings

Action
VB to make these and all changes suggested for presentation at Full Council tomorrow evening.

7. To make recommendations for the Council's precept

To be discussed at Full Council tomorrow.

Meeting finished 12.10pm

Date of next meeting: Monday 12th December: time to be agreed nearer the date.