

**Finance and Resources Advisory Meeting Minutes
Monday 18th February 2019
at 7.30pm
The Village Hall, Ditchingham**

Councillors present: Alan Larkin (Vice Chair, AL), Brendon Bernard (BB), & Alf Skippen (AS)

Clerk/RFO: Sally Chapman

PUBLIC MEETING

Not a public meeting.

MAIN MEETING

1. To consider Apologies for Absence

Cllr Weston (Chair) – apologies accepted and Cllr Larkin (Vice Chair) Chaired the meeting.

2. Declaration of Interests & Consider requests for Dispensation

None

4. Street Light Adoption

Cllrs discussed the details of the Street Lights Adoption (as resolved at the 19th March 2018 meeting) and agreed:

- a) 88 street lamps will be adopted and the grant received will be £80,300, which will be placed in a restricted reserve for replacement and removal.
- b) A yearly budget will be set to cover maintenance and electricity.
- c) When a street lamp requires maintenance, it will be considered by the Planning & Highways Committee for repair or decommissioning.
 - Repaired lamps will be renewed to LED lighting.
 - Neighbouring parishioners will be consulted before decommissioning.
- d) The street lamps will be added to the asset list and the Clerk to contact DPC's insurers to gain public liability insurance and to confirm any additional insurance arrangements.
- e) Energy suppliers and Maintenance – Cllr Larkin to contact SCC Street Light Manager Richard Webster and Cllr Bernard to contact SNC Bob Wade.
- f) The Clerk to contact Amey for a quote for electricity and maintenance.
- g) UK Power Networks will be informed and an account created once the electricity supplier is decided.
- h) Contract Signing
As per the Standing Order Policy (page 23):

EXECUTION AND SEALING OF LEGAL DEEDS

23.a) A legal deed shall not be executed on behalf of the Council unless authorised by a resolution.

The resolution will be put forward at the 18th March 2019 meeting.

Action

Clerk

AL/BB

Clerk

Clerk

Signed: _____ (Chair)

Date:

23.b) [Subject to standing order 23(a), any two councillors may sign, on behalf of the Council, any deed required by law and the Proper Officer shall witness their signatures.]

The above is applicable to a Council without a common seal.

Cllrs agreed the Chair and Vice Chair to sign the contract (if the Chair is unavailable, another Finance and Resources Committee member will take his place).

i) Transfer date before 31st March 2019.

5. Items for Next Agenda

None

6. The Next Meeting Date:

- 18th March 2019 at 7.30pm

Planning Meetings arranged as required.

The meeting closed at 8.30pm

Signed: _____ (Chair)

Date: