



**Studley Parish Council**  
**Minutes of Finance Committee**  
**Meeting held 13th June 2023, 7pm**  
**Council chamber, Studley Village Hall**

**Committee members present**

Cllr David Collett, Chairman  
Cllr Jill Beard, vice- Chair, Cllr Colin Summers,  
Cllr Phil Hunt  
Cllr Penny Hunt *ex officio*

**In attendance**

Liza Rose, Clerk/RFO.  
Katharine Walters, Clerk.

- F 23/001      Agenda item 1: Election of Finance Committee Chairman.**  
Members voted on a secret ballot and it was agreed to elect Cllr David Collett as Chair.
- F 23/002      Agenda item 2: Apologies.**  
Cllr M Osborne.
- F 23/003      Agenda item 3: Declarations of Interest.**  
Cllr Phil Hunt item 10b - ORI
- F 23/004      Agenda item 4: Grant of dispensation if requested following DPI/ ORI/ NRI declaration.**  
None requested.
- F 23/005      Agenda item 5: Election of vice-Chair.**  
Members voted on a secret ballot and it was agreed to elect Cllr J Beard as vice-Chair.
- F 23/006      Agenda item 6: Public Forum**  
A member of the public reported issues with slabs in the Cemetery.
- F 23/007      Agenda Item 7: Approval of draft minutes from previous meeting**  
**RESOLVED** to approve the minutes of the committee meeting held 25/04/2023 as a true record of proceedings. *\*Amendment agreed to add Cllr Collett as attending the meeting.*
- F 23/008      Agenda Item 8: To note receipt of the first half of the SPC precept**  
Members noted the receipt of £115,065.50

**F 23/009**      **Agenda item 9 To receive and note a copy of the budget review report**  
Members received and noted a copy of the budget review report.

**F 23/010**      **Agenda item 10 For discussion and agreement -**

- a) Quotations for maintenance work at the bungalow.  
It was **agreed** to proceed with work to carry out moss and guttering clearance, including repairs and loft insulation after members considered quotations received.
- b) Brickyard Lane enquiry received, regarding using the area for sport.  
**Delegation** was give to the **Clerks** to research lease opportunities.
- c) To consider costs for required cemetery training.  
It was **agreed** to arrange cemetery training with the ICCM at a cost of £850 plus VAT and to arrange buffet provisions for attendees.
- d) Quotation for a new laptop and increased memory on another machine.  
It was **agreed** to proceed with the order of one new laptop, one memory upgrade to a second laptop and one new keyboard.
- e) To agree a date to discuss the streetlighting contract.  
It was **agreed** to add Cllr P Hunt to the Streetlighting working party and that the Clerk would arrange a meeting for members of the working party.
- f) To discuss hedge trimming outside the Village Hall and the dates scheduled for hedge trimming around the Recreation Ground.  
It was **agreed** that the Clerks would write out to a contractor for ad-hoc hedge trims outside of the village hall. The Clerks would obtain hedge trimming dates for the hedge trimming around the recreation ground.
- g) To consider costs for the repair of the perimeter fence and gates at the Recreation Ground, Crooks Lane.  
It was **agreed** to accept a quotation of work provided by P Bennett.
- h) To consider purchasing the following assets –
  - i) Noticeboards
  - ii) Bins
  - iii) Fencing
  - iv) Bus stop

Items i to iv were considered simultaneously. Members requested quotations to be gained for further consideration.

F 23/011

**Agenda item 11 – To resolve to close the meeting to the public under the Public Bodies (Admission to Meetings) Act 1960 to allow for discussion of confidential matters relating the recovery of assets.**

It was agreed that Cllr P Hunt would recover assets belonging to the Parish Council from a member of the public

Meeting Closed 8:55pm

Signed ..... Date.....  
Chairman, Finance & Staffing Committee