



Oulton Broad Parish Council

Finance Committee Minutes

The Pavilion

4pm Thursday 9th October 2025

Present: Councillors Benvenuto Falat (Chairman), Christine Ashdown, David Bromley, Sandra Keller and Brian Keller.

Also, in attendance: Michaela McGoun (Clerk)

F1. Welcome:

F2. Announcement on Reporting:

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

F3. To receive and consider acceptance of apologies for absence:

Apologies received from Cllr. Wickard

F4. Declarations of Interest and dispensations:

F4.1 To receive Declaration of Disclosable Pecuniary and Non-Pecuniary interests from councillors on items on the agenda. Cllr. Bromley – F13

F4.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests. NONE RECEIVED

F4.3 To note any dispensations previously granted. Cllr. Falat

F5. To agree the minutes from the previous finance meeting 11th September 2025

Proposed by Cllr. B Keller, seconded by Cllr. Ashdown, 3 in favour, 2 abstentions.

5.1 Matters arising

Museum meeting – Cllr. Falat attended the meeting and confirms the heating is set at 14 degrees, as we have no access to the panel to reduce the thermostats, it was discussed and agreed that Clerk will contact East Anglian Electrical to get an engineer in to reduce the temperature.

Cllr. Falat suggested Rebekah to visit each tenant to request a key for access from all the tenants.

Clerk to go to Sunnyfields and get a photo with residents for the Parish Press.

F6. Public Forum:

An opportunity for members of the public to make comments on any matters on this agenda.

F7. To note the balance on accounts

No account information available while Barclays re name accounts

F8. To note the bank reconciliation for September 2025:

This was referred to Full Council.

F9. To approve the payments for October 2025

MC Cleaning	Office / pavilion Clean	£129.60
Norfolk Copiers	Copy costs	£13.07
Daisy	Phone/internet	
Norfolk Copiers	rent	
HMRC	tax and NI	

ADHOC		
Nicholsons		£711.72
GK Home	work to café	£155.00
improvements		

-£1,009.39

INCOME

P Petty Rent
Bank Interest

TOTAL £0.00

Proposed by Cllr. Bromley

Seconded by Cllr. B Keller

All in favour.

F10. To discuss Pavilion, tennis Court and bowling green costs.

Clerk to email Finance the sheet with all the costings on.

Cllr. Bromley suggested adding in the parish press if anyone would be interested in carpet bowls during the winter months.

Add to next Full Council agenda.

F11. To discuss The Old Dairy Lease

The Old Dairy would like to keep using the two spaces in the car park so a licence to occupy is required, Clerk to write one.

F12. To discuss CCTV quotes

The quotes were discussed, and it was agreed to go with H2 Security and Fire.

Proposed by Cllr. S Keller, seconded by Cllr. B Keller, all in favour.

The office copier was discussed and the figures talked through, and it was agreed to upgrade the copier to the new Konica model which is cheaper.

Proposed by Cllr. S Keller, seconded by Cllr. Bromley, all in favour.

F13. To discuss Bonds Meadow Play Park Issue

Member of the public reported falling over in a pothole at Bonds Meadow Play Park. This was reported immediately to ESS for urgent repair. 3 weeks later, the same member of public complained that nothing had been done. They have now submitted a claim through our insurance.

F14. To discuss Chestnut Avenue / Hall Road traffic Mirror

Clerk has flagged the area, with Highways but has not had a reply with their findings.

Cllr. Falat suggested the Parish council could buy a mirror on Amazon for £83.00 and put on the lamppost opposite Chestnut Avenue. It was discussed and we would need to check that we were not liable for any accidents if we install a mirror.

Get more information and await a reply from Highways.

Include on next Finance agenda.

F15. To discuss Land Spring Drain

Cllr. Falat advised a member of public came to us and is willing to help out with the H & S side of getting the land spring drain cleared. We will also need to get permission to clear the land spring. Clerk to find out legalities of us removing the litter and leaf mould.

**To note date of next Finance Committee Meeting, Thursday 6th November 2025
3.30pm.**

The Chairman closed the meeting at 17. 20pm.

Singed by the Chairman Date.....