

MINUTES of the Deviock Parish Council FINANCE & GENERAL PURPOSES COMMITTEE MEETING at the METHODIST CHURCH SCHOOLROOM on THURSDAY 25th OCTOBER 2007 immediately after the Planning Committee Meeting

PRESENT: Parish Cllrs. D. L. G. Elliott (Chairman), G. K. Berncastle, Mrs. G.E. Hartland, S. J. Parry, Mrs. A. Robinson & Mrs. M.E. Temlett

There being no members of the public present the Chairman waived the 10 minute public participation period.

1. APOLOGIES: J. P. Candy (attending another meeting), and R. J. Daniel, (visiting family).

1.1. The Chairman **proposed** that as there was not a full compliment of committee members present the meeting should be adjourned until Tuesday 30th November 2007 at 18.30 hrs in the Parish Office. The proposal was **seconded** by Cllr. G.K. Berncastle and **agreed** unanimously by the Meeting.

The Chairman adjourned the Meeting at 18.55 hrs.

MINUTES of the Adjourned Deviock Parish Council FINANCE & GENERAL PURPOSES COMMITTEE MEETING at the Parish Office on TUESDAY 30th OCTOBER 2007 AT 18.30 hrs.

PRESENT: Parish Cllrs. D. L. G. Elliott (Chairman), G. K. Berncastle, J.P. Candy, R. J. Daniel, Mrs. G.E. Hartland & S. J. Parry

1. APOLOGIES: There were no apologies for absence.

2. PAY & CONTRACTS REVIEW

2.1. Parish Clerk

Anticipated costs for employing the Parish Clerk for the period 2008/09 were presented. Because no national agreement regarding the NALC/ SLCC hourly rates had yet been decided, a 3% increase had been allowed. Including N.I. & pension contributions and mileage expenses, as previously agreed, a total gross figure of £12,842 was arrived at, to form a basis for budgeting purposes.

2.2. Grounds Maintenance & PROW

Anticipated costs of the Small Works and PROW contracts for 2008/09 were presented. A provisional figure of £400.00 for maintenance of Footpath 1 had been included, although a decision on whether to include this work had yet to be decided. The responsibility for St. Annes, Hessenford, churchyard now having been passed to Caradon D.C. the sum normally allowed for its maintenance by the Parish had been removed. Having taken into account an estimated grant of £380.00 from Cornwall County Council The projected total for this work being £1,596.00 was arrived at, based on the quotations submitted by Green Man Services.

MINUTES of the Adjourned Devoick Parish Council FINANCE & GENERAL PURPOSES COMMITTEE MEETING on 30th October 2007 (Continued)

2.3. Cleansing Contract 2007/08 (covering Dowlerry Public Conveniences, Dowlerry & Seaton Bus Shelters & the Parish Office)

This contract will be coming up for renewal on 1st April 2008. The Clerk had allowed a contract increase of 3% that would bring the annual total to £2,539.00. This was agreed by members.

3. BANK RECONCILIATION (for the Half Year ending 30th September 2007)

The clerk presented the bank reconciliation for the Half Year ending 30th September 2007:-

	30/09/2007		30/09/2007
Bank Accounts:		Cash Book:	
Community	1,000.00	Brought Forward	154,022.19
Business Premium	37,135.16		
StepSaver	110,416.47	Receipts	37,498.56
Rocknose Tracker	18,339.97		
S&R Tracker	12,981.24	Payments	11,878.34
£	179,872.84	Carried Forward £	179,642.41
Cheques Outstanding:			
R.A. Elliott Electrical Contractor (101195)	200.93		
Tim Pullin (101196)	29.50		
Balance C/F £	179,642.41		

In response to a question on fiscal management and maximisation of interest returns on monies held, the Chairman agreed to check with Clare Glynn, Head of Financial Services, Caradon D.C. on the current rates of interest available in the market place and to report back to the Committee.

4. 2008/09 DRAFT BUDGET

The clerk had prepared a draft budget for 2008/09 including a comparison with the 2007/08 figures. The clerk agreed to find out and report back on whether ring-fenced funds had to be maintained for their original purpose or if funds could be reallocated to other projects.

After discussion the committee agreed a figure for each heading and arrived at a total as its recommendation to the Parish Council for submission as the required precept to Caradon District Council. (Appendix 1).

There being no further business the Chairman closed the meeting at 20.10 hours.

MINUTES of the Adjourned Devoick Parish Council FINANCE & GENERAL PURPOSES COMMITTEE MEETING on 30th October 2007 (Continued)

APPENIX 1

DEVOICK PARISH COUNCIL – DRAFT PRECEPT 2008 / 09

All figures are ex.VAT

GENERAL EXPENSES:

		£
Clerk's Gross Salary	10,014	
Council's NI Contribution, etc.	420	
Council's Pension Contributions	2,008	
Clerk's Mileage Allowance	400	
Administration Exp.	1,500	
Chairman's / Members' Expenses	1,300	
Training	200	
Audit & Internal Audit Fees	500	
Insurance	1,200	
Hall Hire & APM	275	
Subscriptions & Publications	420	
Grants / Gifts / Donations	1,000	
S.137	500	
Seats / Notice Boards, etc.	1,000	
Parish Magazine	1,700	
Bank Charges	100	
Election Expenses	1,000	
Devoick Community Forum	10	
TOTAL OF GENERAL EXPENSES		23,547

GRANT ASSISTED EXP:

Parks & Open Spaces	1,500	
Burial Purposes	0	
Public Rights of Way Maintenance (less CCC Grant)	1,000	
Lighting	0	
TOTAL OF GRANT ASSISTED EXPENSES		2,500

OTHER EXPENSES:

The Axe	1,000	
Tanver Yate	1,000	
TOTAL OF OTHER EXPENSES		2,000

2008 / 09 PRECEPT £ 28,047