

**MINUTES of the Deviock Parish Council FINANCE & GENERAL  
PURPOSES COMMITTEE MEETING at  
ST. NICOLAS CHURCH, MAIN ROAD, DOWNDERRY,  
on THURSDAY 20<sup>th</sup> OCTOBER 2016 at 19.15 hours**

**PRESENT:** Cllrs. D. T. Parry (Chair), Ms. M. E. Temlett (Vice-Chair) Ms. H. M. Brockbank (*until 19.45 hrs*), D. E. Foote, D.R. Humphreys, Mrs. B. M. Lloyd & Mrs. A. Robinson  
Also in attendance Mr. T. Pullin (Parish Clerk)

**10 MINUTE PUBLIC PARTICIPATION PERIOD:**

There being no members of the public present wishing to address the meeting, the Chair waived the 10 minute public participation period.

**1. DECLARATION OF INTERESTS AND DISPENSATIONS IN ITEMS ON THE AGENDA:**

**1.1. To receive declarations of interest from councillors on items on the agenda:**  
No declarations of interest were made.

**1.2. To receive written requests for dispensations for disclosable pecuniary interests (if any):**  
No requests had been received.

**1.3. To grant any requests for dispensations as appropriate:** None were made.

**2. TO ACCEPT APOLOGIES FOR ABSENCE:**

Apologies had been received from Cllrs. S. J. Parry (work commitments), Mrs. A. Ratsey (work commitment) and Cllr. Mrs. A. Thorpe (illness).

C. Cllr. J. P. Candy had also registered his apologies for non-attendance because of required attendance at another meeting.

A **proposal** to accept these apologies was made by Cllr. Mrs. A. Robinson; **seconded** by the Vice-Chair and **agreed** unanimously by the meeting.

**3. PAY & CONTRACTS REVIEW:**

**3.1. Parish Clerk**

Anticipated costs for employing the Parish Clerk for the period 2017/18 were presented.

A national agreement regarding the NALC/ SLCC hourly rates for 2017/18 had been agreed at a 1% increase and this had been included in the budget. Including N.I. & pension contributions and mileage expenses, the Clerk submitted a total gross figure of **£19,379.00**.

A **proposal** to recommend the budgeted figure of £19,379.00 was made by Cllr. Mrs. A. Robinson; **seconded** by the Vice-Chair and **agreed** by the Meeting.

**3.2. Grounds Maintenance & PROW**

Anticipated costs of the Small Works and PROW contracts for 2017/18 were presented. Having taken into account an estimated grant of £379.00 from Cornwall Council and the possible extra expenditure for including grass cutting of the Bridge Road, Seaton, Car Park Verge (£250.00 estimate), the projected total cost for this work was **£1,206.00**.

Although it was possible that maintenance of the Downderry Memorial Gardens would be devolved to the Parish Council in 2017 no figure had been included, although estimated costs were £300.00 - £500.00

The Clerk stated that he was happy to continue the maintenance of the Downderry Toilets Forecourt Garden at no cost to the Council.

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**3.3 Cleansing Contract 2017/18 (covering Dowderry Public Conveniences, Dowderry & Seaton Bus Shelters & the Parish Office)**

The Clerk informed members that he was happy with Mr. John Bird's performance over the past year. Mr. Bird had indicated that he was happy to continue with this contract that would be coming up for renewal on 1<sup>st</sup> April 2017.

The Clerk recommended no increase in the contract hourly rate for 2016/17 (£7.20 per hour).

After discussion it was agreed that the hourly rate be increased to £7.50 (being the National Living Wage from April 2017). The revised total contract value for 2017/18 was therefore increased to **£5,925.00**.

Acceptance of the Pay & Contracts Review for use as a basis for budgeting purposes was **proposed** by the Cllr. D. E. Foote; **seconded** by the Vice-Chair and **agreed** unanimously by the Meeting.

Cllr. Ms. H. M. Brockbank left the meeting.

**4. BANK RECONCILIATION (for the Half Year ending 30<sup>th</sup> September 2016)**

The Clerk presented the bank reconciliation for the Half Year ending 30<sup>th</sup> September 2016:-

	30/09/2016		30/09/2016
<b>Bank Accounts:</b>	£	<b>Cash Book:</b>	£
Barclays Bank:-			
Community	1,000.00	Brought Forward 31/03/2016:	145,719.57
Business Premium	28,431.88		
Base Rate Reward	71,069.38	Receipts	45,948.61
Lloyds B.G. Fixed Term Deposit	65,437.18		
		Payments	25,815.68
<b>£</b>	<b>165,938.44</b>	<b>Carried Forward £</b>	<b>165,852.50</b>
<b>Cheques Outstanding:</b>			
102130 NALC	34.00		
102141 B.E.S. Ltd	51.94		
<b>C/O Subtotal:</b>	<b>85.94</b>		
<b>Balance C/F £</b>	<b>165,852.50</b>		

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**5. 2017/18 DRAFT PRECEPT BUDGET**

The Clerk had prepared a draft budget for 2017/18 of £46,269. A comparison with the 2016/17 figures was provided. The item relating to running the public toilets at Seaton and Donderry had a projected cost of £13,000 and this was a significant element of the budget cost.

The committee also noted income received.

After discussion the Committee agreed a figure for each heading and arrived at a total for budgeting purposes.

Cllr. Mrs A. Robinson **proposed** that the earmarked capital project fund "Visitor Centre for Seaton", (holding reserves of £16,750.00) be reallocated as a fund for the distribution of grants and donations under the Council's current policy, the fund being renamed "Grants and donations"; this was **seconded** by Cllr. B. M. Lloyd and **agreed** unanimously by the Meeting. The budgeted 2017/18 precept amount for gifts and donations was reduced to £500.00 (from £2,000.00).

The budgeted 2017/18 precept amount for public toilets (Donderry & Seaton) was reduced from £13,000.00 to £6,800.00

Cllr. Mrs. B. M. Lloyd suggested that the precept should not be increased from the £39,110 requested for the 2016/17 precept demand as the Council held adequate funds to make up any short falls in the coming year.

Cllr. Mrs. B. M. Lloyd **proposed that the Precept requested for 2017/18 should be £39,110**; this was **seconded** by Cllr. Mrs. A. Robinson and **AGREED** by the Committee as the recommendation to the Parish Council for submission as the required precept to Cornwall Council. (Appendix 1).

There being no further business the Chair closed the meeting at 19.55 hours.

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**APPENDIX 1**

**DEVOICK PARISH COUNCIL – DRAFT PRECEPT 2017 / 18**

All figures are ex.VAT

**GENERAL EXPENSES:**

	£
Clerk's Gross Salary	15,067
Council's NI Contribution, etc.	939
Council's Pension Contributions	3,013
Clerk's Mileage Allowance	300
Administration Exp.	2,200
Chairman's / Members' Expenses	1,400
Training	200
Audit & Internal Audit Fees	600
Insurance	841
Hall Hire & APM	600
Subscriptions & Publications	700
Grants / Gifts / Donations	500
S.137	200
Seats / Notice Boards, etc.	1,000
Outdoor Gym & Boules Piste Safety Checks	300
Parish Magazine	1,400
Parish Website	600
Bank Charges	0
Election Expenses	1,000
Defibrillators (Downderry & Seaton)	200
Public Toilets (Downderry & Seaton)	6,800
<b>TOTAL OF GENERAL EXPENSES</b>	<b>37,860</b>
<b>GRANT ASSISTED EXP:</b>	
Parks & Open Spaces	850
Burial Purposes	0
Lighting	0
Public Rights of Way Maintenance (less CCC Grant)	400
<b>TOTAL OF GRANT ASSISTED EXPENSES</b>	<b>1,250</b>
<b>OTHER EXPENSES:</b>	
<b>TOTAL OF OTHER EXPENSES</b>	<b>0</b>
<b>2017 / 18 PRECEPT</b>	<b>£ 39,110</b>