



Coxhoe Parish Council Meeting Minutes: Finance Committee

Date & Time: 10 December 2018 6.00pm

Venue: Coxhoe Village Hall

Councillors present:

S Dunn (Chair), K Pounder, C Thirlaway.

Also present:

C Llewelyn, Parish Clerk.

Cllr Dunn was elected to chair the meeting.

F14 To receive apologies and to approve reasons for absence

Apologies were received from Cllr G Mills. **Resolved** the apologies are received and approved.

F15 Declarations of interest in items on the agenda

Declarations of interest were received from Cllr Pounder in respect of Quarrington Hill Community Centre and Cllr Dunn in respect of Active Life in Coxhoe.

F16 To confirm the minutes of the meeting held on 19 November 2018

A draft copy of the minutes for the above meeting had been issued with the agenda. It was **Resolved** that the minutes be approved, confirmed and signed as an accurate record.

F17 Public participation

No members of the public were present.

F18 Review estimated income and expenditure to 31 March 2019

Members noted the budget for the current financial year which has not been amended since the last meeting. Members **Resolved** to recommend:

(A) there should be two full pages of advertising in each edition of the Chronicle. The Clerk has sought quotes from others and asked the current printer what would need to change to bring down the cost, and will seek further quotes.

(B) the Clerk advised that the Parish would need to know where any cables, poles etc were situated, in order to ask about Wayleave contributions; the Clerk to ask the electrician for any information about cables on village greens and to seek information about other Parish land.

(C) the St Mary's Church warden has reported that the noticeboard is broken and the outdoor display boards are degrading; the Clerk to ask Russell Taylor at Kelloe to give an idea of costs for metalwork repair/replace.

(D) the Clerk to ask Cllr Hepplewhite for artwork and two local providers for the cost of replacing.

(E) Cllr Pounder said there are funds in the Parish reserves for the sculptures at Quarrington Hill; the Clerk to check past accounts for receipts and exact amounts.

F19 Consider income and expenditure for the financial year 2019 to 20

Members noted the budget for the next financial year which the Clerk had amended since the last meeting, mainly on staffing costs. Members **Resolved** to recommend:

(A) the Clerk to put Parish Plan 2 and 3 expenditure under same centre heading.

(B) to propose to the Council that the Youth Service must use external funding sources e.g. Keyfund for trips and holiday activities including staffing costs and that these costs will not be drawn from the Parish Council budget.

(C) the Clerk to complete the 'committed' budget for the current year to assist with reserves planning.

(D) the Clerk to request details of the precept as these have not yet been received.

(E) the members do not wish to follow the Clerk's advice on election reserves and propose an amount of £3000.

The Finance Committee **Resolved (F)** to recommend a precept dependent on the level of VAT reclaimable and the potential need to restore reserves; on confirmation of the VAT reclaim for 2018 to 19 to date, the Committee's recommendation for 2019 to 20 will be a precept increase of 14.9%, 12.9% or 6.2%

Resolved the Clerk to collate this information and circulate to Cllrs as soon as possible in advance of the full Council meeting in January for consideration; the precept to be agreed at that meeting.

Exclusions of the press and public

At this point of the agenda all members of the press and the public were asked to leave the meeting room due to an item classified as being of a confidential nature in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

F20 Consider expenditure and the 2019 to 20 budget in relation to staffing costs

Members noted the staffing costs presented by the Clerk.

F21 Date and time of next meeting

The next meeting is Monday 11 February 2019 at 6.45pm (or following the Environment Committee) in the Parish Room, Coxhoe Village Hall.

The meeting closed at 8.00pm.

Certified as a True Record:

Chair (Sign)

Date