

Minutes of the meeting of the Finance & General Purposes Committee

Held on 2nd December 2013 at 7.30 pm in the Bush Room

Present: - Cllrs. Terry Hunt (Chairman), Alison Peters (AP) John Cutland (JC), Phil Squires (PS), Ann Wilkins (AW), Steve Blick (SB), Marcus Fry (MF)

Graham Smith (Clerk)

1. Apologies accepted for Absence

None

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 4th November 2013 and Matters Arising

13039 Resolved: The Minutes of the meetings held on 4th November 2013 were approved and signed by the Chairman.

5.1. Matters Arising - None

5.2. Ongoing actions were noted from action list and prioritised

6. Matters Arising from Committee reports

6.1. Planning Committee – none

6.2. Footpaths & Allotments – none

6.3. Playing Fields & Open Spaces Committee

6.3.1 A meeting of the Playing Fields and Open Spaces Contract Tender sub-committee took place on November 20th where all sealed bids were opened at 14.38PM by (PS), (AP), (TH), (Clerk present). (TH) proposed that the lowest tender bid be accepted (JC) seconded.

13046 Resolved: The F & GP Committee recommend that the Parish Council approve CRK Garden Manicures as the Grounds Maintenance contractor for 2014 – 2016.

7. Financial Reports

All reports are filed separately and not included in meeting notes.

13047 Resolved: The financial reports as presented were accepted as accurate.

8. Financial Matters

8.1. 2014/15 Budget

See Separate Papers – Budget Setting 2014-2015

Clerk explained that the pro forma budgets were for a guide as the outcome of the Street Scene Public Consultation was unknown when the budgets were compiled. The council were unanimous that 2014 / 2015 would be a financially difficult year and many factors relating to Parish Council remain uncertain. (AP) proposed a 5% increase to the precept (TH) seconded.

13048 Resolved: The committee unanimously recommends that the Parish Council budget for a 5% increase to the precept for 2014/15.

	2012/13	2013/14		2014/15
	Actual	Budget	Projected Actual	Proposed Budget
Finance & GP - Expenditure	32527	35009	33335	35531
Income	6175	4134	4027	4380
Precept	47346	46519	46519	48845
Resident Street Scene Consultation				4265
LCTS Grant		2247	2247	2247
Net expenditure	-20994	-17891	-19458	-24206
Parks & Open Spaces - Expenditure	20607	20893	19788	22558
Income	2694	2163	1862	2200
Net expenditure	17913	18730	17926	20358
Footpaths and Allotment - Expenditure	3545	3801	4446	8169
Income	907	875	950	888
Net expenditure	2638	2926	3496	7281
Total Budget - Expenditure	56679	59703	57569	66258
Income	57122	55938	55605	62825
Net expenditure	-433	3765	1964	3433
Precept	47,346	46519		53110
Reserve Balance	54306		52342	48909

Band D Equivalent Parish Council Tax 2013-14 - £39.49

Band D Equivalent Parish Council Tax 2014-15 - £45.08

% increase in real terms from 2012/13 – 9.5%

% increase in real terms from 2013/14 – 14.1%

9. Authorisation of Payments & Income Received

NB. Payee removed from lists for confidentiality.

9.1. Payments authorised by Cllrs Alison Peters & John Cutland

Details	Chq. no	£
Grounds Maintenance Contract-Nov	2346	1038.20
Stamps, stationery, telephone	2347	55.46
Telephone Bill & Line Rental	2348	135.47
Grant Aid	2349	200.00
Grant Aid	2350	250.00
Grant Aid	2351	200.00
Grant Aid	2352	50.00
Grant Aid	2353	250.00
Councillor Expenses Claim	2354	115.00
Total Payments		£2294.13

9.2. Recent Receipts

Details	Ref.	£
Placing of headstone – plot 66	N/A	76.00
Bank Interest	N/A	2.94
Total Receipts		£78.94

10. Policy Documents

F130701-5 - Documents that form the Policy Set for the Council and the schedule for review are on the action list.

11. Correspondence

11.1 None

12. Any other business

12.1 Jubilee & Lime Kiln Fields, Cross Hands field & play area, Cemetery – Land registration. (TH) provided documents based upon Land Registration feedback which displayed the breakdown of ownership of land in question:

- Alveston Down & Playground, Down Road – All land is registered under South Gloucestershire Council with the exception of the play area at the Cross Hands which is unregistered.
- Alveston Cemetery – Is registered as Alveston Parish Council land.
- Jubilee & Lime Kiln Fields – Unregistered.

F131007-08 – Obtain relevant deeds prior to registration (consult Gloucester Council Registry. (Aldgate Street)).

Action to Clerk

- 12.2 (SB) raised the request from the Defib Group that the Parish Council purchases the defibrillator for the Parish on behalf of the Defib group in order to negate the VAT payment. The Parish Council will consider this in principal. (TH) raised the issue with regard to ongoing implications of the purchase such as ownership, insurance and ongoing running costs. (JC) had checked the legality of such a transaction with VAT/Customs Excise and confirmed that this was lawful, however the return of the money to the Defib fund raising group must be made via Gift Aid / Donation. The Finance & GP committee agreed this to be discussed in more detail at a future meeting.

Meeting Closed – 20.00

**The next meeting of the Finance and General Purposes Committee is on
Monday 6th January at 7.30pm.**