
Minutes of the meeting of the Finance & General Purposes Committee**Held on 5th January 2015 at 7.30 pm in the Bush Room**

Present: - Cllrs. Terry Hunt (TH) (Chair), Alison Peters (AP), James Sumner (JS), Steve Blick (SB),
Graham Smith (Clerk)

1. Apologies accepted for Absence

Marcus Fry (MF)

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 1st December 2014 and Matters Arising

5.1. Approval of The Minutes of the meeting held on 1st December 2014

15.001 Resolved: The Minutes of the meetings held on 1st December 2014 were approved and signed by the Chairman

5.2. Matters Arising - None

5.3. Outstanding Actions - None

6. Matters Arising from Committee Reports

6.1. Planning Committee - None

6.2. Footpaths & Allotments – (GS) informed members that he had received the immediate resignation from George Johnson due to ill health over the Christmas period. The committee agreed that Mr Johnson had been a very reliable and conscientious asset to the Parish Council and expressed concern over his health. (AP) informed members that she would write to Mr Johnson thanking him for his years of service to the Parish Council.

F150105-01: Write a letter to Mr Johnson on behalf of the Parish Council thanking him for his many years of service.

Action to AP

6.3. Playing Fields & Open Spaces Committee – (JS) informed the committee that the order for play equipment for the Cross Hands Play area had been placed.

7. Financial Reports

7.1 Finance Report December 2014

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

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

8. Financial Matters

- 8.1. Precept arrangement & LCTR Support Grant
(Clerk) presented to the committee a letter from Andrew Birch confirming Council Tax Base, Precept Arrangement and Provisional Local Council Tax Reduction Support Grant – 2015/16. The letter confirmed that the Parish Tax Base is 1270 as determined by South Gloucestershire Council's Policy and Resources Committee at its meeting on 15th December 2014. The provisional 2015/16 LCTR Support Grant is £2,488

Alveston PC's 2015/16 Council Tax Base – 1,270

Band D Equivalent Parish Council Tax - £42.86

2015/16 Parish Precept = £42.86 x 1270 = £54,435

2015/16 LCTS Grant = £2,488 (provisional)

2015/16 Total (provisional) payable to Parish =
£52,237 (£54,435 - £2,198 overpayment) + £2,488 = £54,725.00

The resolution from the December Parish Council meeting allowed for the 2015/16 precept income to be increased by 2.5% from the previous year. The confirmation of the LCTR will be made at a SGC Resources Sub Committee meeting to be held on 12th January where it is likely that the proposed £2,488 will be accepted.

(TH) requested that (Clerk) confirm that £52,237.00 precept has been budgeted and will be claimed from South Gloucestershire Council. (Clerk) confirmed this as the correct figure as £2,198 had to be deducted due to the over payment from the previous year.

(JS) raised concerns relating to the fact that current reserves should not exceed six months operating costs and should a surplus be evident then it should be spent on outstanding Parish requirements. (AP) informed members that work is required to ensure that the Parish is in best possible order and requested that (clerk) investigate the current situation.

F150105-02: Investigate and obtain quotation for works required to ensure that the Parish is in best possible order.

Action to Clerk

- 8.2. Workplace Pensions – Nomination of Key Contact
(Clerk) presented to the committee a letter from The Pensions Regulator confirming that the staging date for Alveston Parish Council is 1st January 2016 and to confirm the nomination of the Parish Council key contact. This is a point of contact for the Pension Regulator to forward additional emails which will help the Parish Council to comply with duties. (Clerk) expressed concern relating to conflict of interest as the requirement for pension implementation directly concerns him. (TH) proposed that (AP) be nominated as "key contact" (SB) seconded the motion and members agreed unanimously.

15.003 Resolved: (AP) is nominated as Alveston Parish Council key contact for the Pensions Regulator.

9. Authorisation of Payments

- 9.1. Payments made 5th January 2015 - Payments signed by Cllrs James Sumner & Steve Blick

Details	Ref.	£
Grounds Maintenance Contract - Dec	2512	1176.20
Clerk Expenses	2513	74.20
Total Payments		£1,250.40

9.2. Recent receipts

Details	Ref.	£
None		

10. Correspondence

None

11. Any other business

(Clerk) informed members that the line marker for the football pitch has not been working effectively and may need to be repaired or replaced.

Meeting Closed – 20.00

**The next meeting of the Finance and General Purposes Committee is on
Monday 2nd February at 7.30pm.**