

09.01.18

Summonses to a meeting of the Finance Committee of Sampford Peverell Parish Council to be held on Tuesday 9 January 2018 in the Committee Room of the Memorial Hall, Lower Town, Sampford Peverell, starting at 7.00 pm, were distributed with the agenda and supporting papers to all Members on 3 January 2018.

Agenda: as distributed.

2017/18/076

The Chairman, Cllr David Cutts, opened the meeting at 7.00 pm and welcomed Members of the Parish Council present.

2017/18/077

Open Forum: not held, there being no members of the public present.

2017/18/078

Apologies: none

Parish Councillors present:

Cllr D Cutts, Chairman

Cllr C Holland, Vice-Chairman

Cllrs I Adlington, H Culpin, B Husbands, T Leaman, L Taylor, J Disney and B O'Connell.

2017/18/079

Dispensations: the Clerk explained to Members that the dispensation agreed by the Parish Council at its meeting on 4 December 2012 permitted them to speak and to vote on matters concerning the setting of the budget and the determination of the precept for the coming financial year, so enabling them to fulfil their legal obligations in these matters.

Cllr O'Connell queried the need to make a declaration of interests in view of his employment by several organisations that were likely to receive grant aid from the Parish Council. The Clerk stated that in his opinion this is not necessary at this budget-setting stage: it would be more appropriate to make such declaration when authorisations for relevant payments were sought during the year.

2017/18/080

Current (2017/18) year-end balance: the Clerk presented his estimate of the balance of funds at current year-end (that is, 31 March 2018) as detailed in supporting paper no. 1 circulated with the agenda. The estimated credit balance of £1,660.51 excludes funds held on behalf of the former Parish Plan Group and of the Play Park Appeal, as well as the unspent balances of allocated funds held under the various budgetary headings listed. The meeting agreed this balance.

2017/18/081

Budget for 2018/19: the Clerk's estimate of expenditure for insurance, room hire, etc, as detailed in supporting paper no. 2 circulated with the agenda, a total of £1,325, was accepted by the meeting after Cllr Disney queried the insurance premium paid. The Clerk's projection for 2018/19 of £400 is based on the present level of cover. If any extension of cover is found to be necessary, then the contingency fund could provide the additional premium involved.

Other (discretionary) items were then agreed unanimously as follows:

- Parish church yard maintenance: correspondence from the Treasurer of the PCC, Mrs Claire Clarke, and statements of accounts for the Higher Town Churchyard and the Cemetery in Turnpike for 2016 and 2017 were examined by Members. Agreed no change in grant: to remain at £350.00.

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2017/18/081 continued.....

- Methodist church yard maintenance: agreed that the grant will remain at £70.00 in 2018/19 as a contribution to maintenance costs.
- Village Hall & Recreation Ground Charity: agreed to earmark £2,000.00 (the amount paid in recent years) but only £1,000.00 to be paid initially, with the balance held in reserve.
- Clerk's salary: to remain at £3,400.00 in 2018/19.
- "Parish News": an annual grant is no longer needed, thus nil.
- Charitable donations: the Clerk was asked to make the payments to CAB and TDCTA of £75.00 to each as agreed by the previous year's Finance Committee meeting for 2017/18. For 2018/19, Members agreed £50.00 as in 2017/18 to the Royal British Legion, and in addition, a total of £150.00 for other organisations requesting grant-aid. Thus £200.00 in total.
- Twinning Association: Members agreed to make a further provision of £100.00 towards the anticipated costs of the welcome reception and dinner for the Association's French guests in 2018/19.
- Computer equipment: Members agreed to make a further provision of £150.00 towards the purchase of equipment for a new Clerk, should the need arise. It was noted and agreed that the present Clerk uses his own computer which he maintains at his own expense.
- Website maintenance: upon the advice of Cllr Culpin, Members agreed to allocate £50.00.
- Tree works: Members agreed a provision of a further £500.00 towards any work found to be necessary in the parish. They were reminded by the Chairman that work on trees adjacent to the tennis courts would be necessary before the bird nesting season.
- Tree wardens' expenses: nil. The meeting noted that £65.00 is already held in reserve.
- Amenity car park support: a further £500.00 to be set aside towards maintenance costs.
- Grass cutting: an allocation of £1050.00 for 2018/19 expenses. Members agreed that this should be adequate in view of underspend in the two previous years.
- GW Canal support/public toilets maintenance: agreed a further provision of £500 as required by MDDC as an annual contribution towards maintenance costs.
- Defibrillator purchase and installation: Members agreed with the Chairman that the balance held (£150.00) should meet installation costs. It was agreed to start a rolling fund to meet future maintenance costs of £25.00 per year.
- Telephone kiosk purchase, repositioning and refurbishment: nil, there being sufficient reserves held (£249.00) to meet expenses likely to be incurred.
- Sports field fencing: nil. Members agreed that reserves currently held (eg Jubilee and village improvement) could be used as required.
- Village 'Showcase' event: nil. Adequate allocated reserves held.
- Play Park support: nil. Adequate allocated reserves held.

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2017/18/081 continued.....

- 'Community' boat: Members had already resolved not to support this, thus nil.

- Street Furniture: Members agreed that, with no known present requirement, but with the possible availability of grants and the use of various reserves held if required, no provision is necessary.

- Litter-picking equipment: Members agreed that, as with the item above, no provision is necessary for 2018/19.

- Contingency fund for 2018/19: the Clerk suggested that this be £1,341.00, representing just 13.5% of the precept required. Agreed unanimously.

Summary:	Parish Council expenditure	£1,325	
	Discretionary items	8,895	
	Total projected expenditure for 2018/19		10,220
	Contingency fund		1,341
	Grand total required for 2018/19		11,561
	Less b/f on 1.4.18		(1,661)
	Precept required for 2018/19		9,900

2017/18/082

Precept required for 2018/19: agreed unanimously to be £9,900. (This represents an increase of £100 (1.02%) on the previous year.)

2017/18/083

Planning matters:

i) 17/01359/MOUT: outline application for the erection of 84 (now amended to 60) dwellings with new vehicular access onto Turnpike Road (*siq*) on land at Higher Town, SP. This application (in its original form) was considered in September 2017: the Parish Council, in its consultation response to MDDC, was strongly opposed to the application on several grounds: it sought to have the application called into Committee and urged MDDC's Planning Committee Members to conduct a site visit to include a walk into the village and to the school. The revised application includes many new reports, some related to access to the site for both vehicles and pedestrians, for a reduced number of dwellings. A response is required by 25 January 2018, requiring, as the Chairman stressed to Members, discussion before the next meeting of SPPC. Comments by e-mail were called for.

ii) The Chairman stated that tree works requested by the Tennis Club on land adjacent to the tennis courts would require a Conservation Area Consent application to be made to MDDC. He is to provide the Clerk with a map detailing the trees concerned and the work recommended on each. 'Four Seasons' has inspected the trees, made recommendations and provided a rough estimate.

2017/18/084

Other matters by leave of the Chairman: none.

There being no further business, the meeting was closed at 8.55 pm.

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Following is an appendix to the minutes of the Finance Committee meeting held on 9 January 2018. It provides a summary of the budgetary decisions made.

Summary of projected expenditure for 2018/19 and calculation of the precept for that year

		£	
Insurance	400		
Meeting room hire	150		
GW Canal Trust	25		
Bank charges	nil		
Clerk's expenses	250		
Training/travel	nil		
Election expenses	nil		
Audit costs	250		
DALC membership	250	1325	
Parish church yard maintenance	350		
Methodist church yard mtce	70		
VH & RG Charity	2000		
Clerk's salary	3400		
'Parish News'	nil		
Charitable donations	200		
Twinning Association	100		
Computer equipment	150		
Website maintenance	50		
Tree works	500		
Tree Wardens	nil		
Amenity car park support	500		
Grass cutting	1050		
Toilets maintenance support	500		
Defibrillator	25		
Telephone kiosk	nil		
Sports field fencing	nil		
Village 'Showcase'	nil		
Play Park support	nil		
Street furniture	nil		
Litter-picking equipment	nil		
Total discretionary items		8895	
Total projected expenditure for 2018/19		10220	
Contingency fund		1341	
Grand total required for 2018/19		11561	
Less brought forward on 1.4.18		(1661)	
Precept required for 2018/19			9900

The increase of £100 in the precept from 2017/18 is equivalent to £0.21 for the year (0.4p per week) for a Band D property in the Parish. It represents a 1.02% increase. But, because of a further reduction in the parish's share of Council Tax Reduction Grant imposed on MDDC by central government for 2018/19, a reduction of £218.66, the effective increase in Council Tax will be just over 3%. The share of Council Tax Reduction Grant passed on by MDDC was reduced from £428.20 in 2016/17 to £363.86 in 2017/18, and now for 2018/19 to £145.20. The effect is to raise the precept by more than an additional 2%.

It is understood that a 2% cap will again not be applied to smaller local councils this year: this is now confirmed by the Government (information from DALC and confirmed by MDDC).

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The Parish precept will require a payment of £19.99 for the year, which is 38.4 pence a week, for a Band D property.

Precepts levied in recent years	
2006/07	6800
2007/08	7125
2008/09	7400
2009/10	7700
2010/11	7900
2011/12	7900
2012/13	7900
2013/14	7900
2014/15	7900
2015/16	8700
2016/17	9700
2017/18	9800