

11.12.18

Summonses to a meeting of the Finance Committee of Sampford Peverell Parish Council to be held on Tuesday 11 December 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 4 December 2018.

Agenda: as distributed.

2018/19/063

The Vice-Chairman, Cllr Chrissie Holland, in the absence of Cllr David Cutts, opened the meeting at 7.00 pm and welcomed Members of the Parish Council present.

2018/19/064

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

2018/19/065

Apologies: Cllrs Adlington, Burt, Cutts and Taylor
Parish Councillors present:
Cllr C Holland, Vice-Chairman, in the Chair
Cllrs H Culpin, J Disney, A Mackenzie and B O'Connell.

2018/19/066

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.

2018/19/067

Current (2018/19) year-end balance: the Clerk presented his estimate of the balance of funds at current year-end (that is, 31 March 2019) as detailed in supporting paper no. 1 circulated with the agenda. The estimated credit balance of £1,134.86 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 credit balance.

It was agreed that the unspent balance of G W Canal support budget of £500.00, as stated on supporting paper no. 1, should be re-allocated towards possible election costs incurred in 2019/20.

2018/19/068

Budget for 2019/20: 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 £2,685, was accepted by the meeting.

The Clerk explained the additional amount for audit costs in terms of the relatively high income and expenditure figures arising from involvement with various major projects. The budgeted amount for election costs is effectively increased to £1,700 by the decision regarding the G W Canal support budget.

Other (discretionary) items for 2019/20 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 2017 and 2018 were examined by Members. Agreed to reduce the grant to £300.00.

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2018/19/068 continued.....

- Methodist church yard maintenance: agreed that the grant will remain at £70.00 as a contribution to maintenance costs.

- Village Hall & Recreation Ground Charity: agreed £1,000.00 to be paid on presentation of the Charity's accounts for full examination. The meeting noted that the same applies to the second £1,000.00 held from the previous year's budget.

The meeting unanimously agreed that all grants exceeding £500 per year would be subject to examination of accounts, upon the proposal of Cllr Disney, seconded by Cllr Mackenzie.

- Clerk's salary: to remain at £3,400.00.

- 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 2018/19. For 2019/20, Members agreed £50.00 as in 2018/19 to the Royal British Legion, and in addition, two grants each of £50.00 to other organisations requesting grant-aid. Thus £150.00 in total.

- Twinning Association: Members agreed to make a provision of £100.00 towards the anticipated costs of the welcome reception and dinner for the Association's French guests in 2020/21.

- Computer equipment: Members agreed to make a further provision of £100.00 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 £70.00.

- Tree works: Members agreed a provision of a further £1,010.00 towards any work found to be necessary in the parish. There is concern over the safety of three silver birch trees in the SW corner of the Play Park. The Clerk was urged to seek urgently a tree surgeon's assessment of these trees, with necessary work, given permission by MDDC, undertaken so that SPPC can demonstrate that it has acted with due diligence.

- Tree wardens' expenses: nil. The meeting noted that £65.00 remains in reserve.

- Amenity car park support: a further £500.00 to be set aside towards maintenance costs.

- Grass cutting: an allocation of £1,700.00 for 2019/20 expenses in consideration of the need for additional cuts during the year (probably six, rather than the present four) as well as a forecast increase of 12.5%.

- Public toilets maintenance: agreed a further provision of £500 as an annual contribution towards maintenance costs.

- Defibrillator maintenance: Members agreed that now there are two units in the village, a provision of £50.00 should be made to add to a rolling fund to meet future maintenance costs.

- 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.

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2018/19/068 continued.....

- Play Park support: nil. Adequate allocated reserves held.

- 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 again necessary.

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

- Contingency fund for 2019/20: the meeting agreed that this be £nil, against the advice of the Clerk.

Summary:	Parish Council expenditure	£2,685	
	Discretionary items	8,950	
	Total projected expenditure for 2019/20		11,635
	Contingency fund		nil
	Grand total required for 2019/20		11,635
	Less b/f on 1.4.19		(1,135)
	Precept required for 2019/20		10,500

2018/19/069

Precept required for 2019/20: agreed unanimously to be £10,500. [This represents an increase of £600 (6.06%) on the previous year.] [But see note on the actual percentage increase in the appendix, over page.]

2018/19/070

Other matters by leave of the Chairman: none.

There being no further business, the meeting was closed at 8.35 pm.

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Following is an appendix to the minutes of the Finance Committee meeting held on 11 December 2018. It provides a summary of the budgetary decisions made.

Summary of projected expenditure for 2019/20 and calculation of the precept for that year

		£	
Insurance	400		
Meeting room hire	150		
GW Canal Trust	25		
Clerk's expenses	250		
Training/travel	nil		
Election expenses	1200		
Audit costs	400		
DALC membership	260	2685	
Parish church yard maintenance	300		
Methodist church yard mtce	70		
VH & RG Charity	1000		
Clerk's salary	3400		
Charitable donations	150		
Twinning Association	100		
Computer equipment	100		
Website maintenance	70		
Tree works	1010		
Tree Wardens	nil		
Amenity car park support	500		
Grass cutting	1700		
Toilets maintenance support	500		
Defibrillator	50		
Sports field fencing	nil		
Village 'Showcase'	nil		
Play Park support	nil		
Street furniture	nil		
Litter-picking equipment	nil		
Total discretionary items		8950	
Total projected expenditure for 2019/20		11635	
Contingency fund		nil	
Grand total required for 2019/20		11635	
Less brought forward on 1.4.19		(1135)	
Precept required for 2019/20			10500

MDDC has advised that for Sampford Peverell an increase of £1,000 in the precept would add £2.11 per year to the Council Tax for a band D property. The increase of £600 in the precept for 2019/20 from 2018/19 is thus equivalent to £1.26 for the year (or 2.4p per week) for a Band D property in the Parish. It represents a 6.06% increase.

But, because of a further reduction in the parish's share of Council Tax Reduction Grant imposed on MDDC by central government for 2019/20, a reduction of £145.20, the effective increase in Council Tax will be just over 11%. 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 to £145.20 for 2018/19 and now, for 2019/20 to zero. The effect is to raise the precept by 11%.

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 £22.15 for the year, which is 42.6 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
2018/19	9900