

MINUTES OF THE POLICY AND FINANCE COMMITTEE MEETING OF HALBERTON PARISH COUNCIL ON TUESDAY, 11TH NOVEMBER 2014 AT 6.10 PM AT HALBERTON VILLAGE HALL

1. PRESENT

The Chairman (Cllr Browse), The Vice-Chairman (Cllr Corden), Mesdames Anderson, Graham and Johnstone and Cllrs Hand, Miller, Tucker and Walters

2. APOLOGIES

There were none

3. PUBLIC FORUM

Nothing was raised

4. MATTERS ARISING FROM THE MINUTES DATED 12TH NOVEMBER 2013

The Minutes had previously been approved at the Ordinary PC Meeting of 10th December 2013. There were no matters arising

5. DONATIONS

It was agreed that the amount for donations would be £600. The Clerk confirmed that she had not received any requests for donations to date

6. VILLAGE HALLS

It was recommended that £500 should be provided for each Village Hall

7. REVIEW OF CEMETERY FEES AND CONSIDERATION OF CEMETERY COMMITTEE'S FINANCIAL REQUIREMENTS

It was recommended that there should be a no increase for cemetery fees for 2015/16 but that an amount of £400 be factored in for replacement doors on the shed in the overall expenditure for the cemetery

8. CONSIDERATION OF AMENITIES COMMITTEE'S FINANCIAL REQUIREMENTS

It was recommended to incur the cost of the plants required for the floral displays in the village at an approximate cost of £200

9. CONSIDERATION OF AMOUNT OF GRANT TO BE MADE TO HALBERTON CHILDREN'S RECREATIONAL GROUND CHARITY (NO. 203777)

It was recommended that the amount of grant should be £1000 out of which it was recommended that the cost of replacement posts and associated materials to repair the fence in the Rec (approx. £400*) be incurred *See the Ordinary Parish Council Meeting minutes of 11th November 2014 whereby it was agreed that the cost of the replacement posts and associated materials be met from the 2014/15 budget as the work needed to be carried out urgently

10. CONSIDERATION OF THE NEWSLETTER COMMITTEE'S FINANCIAL REQUIREMENTS AND ANY PROPOSED INCREASE TO NEWSLETTER ADVERTISING RATES

It was recommended that advertising fees be increased in accordance with the recommendations of the Newsletter Cttee - Full Page £18, Half page £10, Quarter Page £6, Full back page colour £27.50, Half front page colour £18. It was agreed not to increase the page quantity of the Newsletter

11. CONSIDERATION OF FINANCIAL REQUIREMENTS OF OTHER COMMITTEES

There were no requests made

12. CAR PARK FOOTPATH

It was recommended that this should remain at £500

13. GRASS CUTTING TENDER SPECIFICATION

The Clerk had e-mailed around an amended specification. It was approved,
It was noted that this year the watering of the two flower beds (previously undertaken by the Flower Group) had been added to the Schedule. It was recommended that the Clerk arrange to advertise the grass cutting contract with Mole Valley Farmers

14. SENSORY PATH

It was recommended that £200 should be set aside

15. HALBERTON CHURCHYARD GRANT

The Church had requested at the beginning of the year whether the PC would look favourably at providing funding. It was recommended that this should be £100

16. COMPUTER ALLOWANCE

It was recommended that this remain at £100

17. CHAIRMAN'S ALLOWANCE

It was recommended that this remain at £100

18. CLERK'S MODEL CONTRACT OF EMPLOYMENT AND CONSIDERATION OF CURRENT SALARY AND HOURS

It was recommended that the Clerk increase her hours of work from 10 to 11 hours per week at £10.949p per hour, which would increase her salary to £6262.82 PA. In addition it was agreed to form a Working Party to consider updating/revising the Clerk's contract of employment. The Working Party to be made up of the Chairman, Vice Chairman and Cllr Hand

19. MISCELLANEOUS MATTERS

It was recommended that David Hinchliffe, the Internal Auditor be used for the 2015/16 audit
It was recommended that £200 be set aside for Neighbourhood Plan costs

20. PROPOSED PRECEPT FIGURE

In response to the Clerk's recent e-mail to Andrew Jarrett Head of Finance at MDDC, in which the PC raised concerns about the cut in grant given to parish and town councils. He advised that in 2011/12 MDDC's grant from central government was £6,186,370 and its provisional grant settlement for 2015/16 was £3,630,330, a reduction of £2,556,040 or just over 41%. In recognition that the 2015/16 grant settlement was only provisional, it was decided to propose a Council Tax Reduction grant reduction of 35% on to Town and Parish Councils. He also advised that a number of district councils had decided not to pass any CTR grant to their town/parish councils. The PC recommended that the current precept be increased by 3% to
£12,165 for 2015/16

The Meeting ended at 7.05pm

CHAIRMAN

DATED