

Wetheral Parish Council

Minutes of the meeting of the Finance and Grants Committee held on Wednesday 21st September 2016 at 9.30am.

Chairman; Cllr Dodd

Present:

Cllr Hughes

Cllr Poole

Cllr Round (sub for Cllr Bainbridge)

F&G 11/16 Apologies

Apologies were given and accepted from Cllr Bainbridge & Cllr Pattinson.

F&G 12/16 Declaration of Interest

No declarations were made.

F&G 13/16 Request for Dispensation

No requests for dispensation were made

F&G 14/16 Minutes of the Finance & Grants Meeting of June 29th 2016.

Resolved to authorise the Chairman to sign the minutes of the meeting held on June 29th 2016 and that they were confirmed as a true and accurate record.

F&G 15/16 Financial Review

- (i) **Resolved** to receive the balance at the bank dated 30th September 2016.

Current Account	£24,332.55
Deposit Account	£119,300.01
Gratuity Account	£3176.64
Cumberland BS	£6,000.00
Total in the bank	£142,382.73 (outstanding banking and payment)
- (ii) **Resolved** to receive the Financial summary and forecast to date for 2016-7
Noted –
 - a. The income for the cemetery is underachieving, this could cause a loss in revenue by £4,500.
 - b. Additional unbudgeted costs –
 - Advertising for the groundsman £200
 - Community plan £3,700
 - Replacement Groundsman, introductory period £2,200
 - Worst case – out turn £48,501 end of year.
 - This does not include potential grants and s106 funding.
- (iii) **Resolved** to allocate the following in the Councils bank accounts
 - a. Barclays - £100,000 (one hundred thousand)
 - b. Cumberland Building Society – the remaining funds from the Deposit and Gratuity Accounts.
- (iv) Noted that the method in which the council produces its accounts will change to Income/Expenditure for year ending March 31st 2017.

F&G 16/16 Five-year plan expenditure/ Projects

- a. All committees to submit the proposed expenditure for 2017-18 no later than 31st October 2016. Clerk to summarise this year's spending for the committee meetings.
- b. **Resolved** to action the following;
 - (i) Warwick on Eden bus shelter to 2017-18 £4,500
 - (ii) Include underpinning of the flight of fancy every year.
 - (iii) Remove £600 for benches this year.
 - (iv) Remove £10,000 from the cemetery extension work.
 - (v) Add £2000 for the Warwick on Eden defibrillator -2017-18

c. **Resolved** to develop a 5-year plan for the Wetheral Playing Fields with the WPFA, income and expenditure with potential income generation. Members to raise at the AGM of WPFA.

F&G 17/16 Grants and Donations to be considered;

- a. **Resolved** to grant WCA £720 towards the car park improvements.
- b. **Resolved** to grant Scotby Cricket Club £1000 towards new maintenance equipment, payable in the next financial year. It was noted that the Cricket Club have arranged for plans to be drawn for the Pavilion refurbishment these would be available to the council in October.

F&G 18/16 Cemetery Grounds man/ Maintenance Person

- (i) A report following a meeting with the cemetery Groundsman regarding the viability of introducing a maintenance person was discussed. (The current Grounds man would be retiring in spring 2017)
- (ii) **Resolved** to retain the Groundsman position and not to create a maintenance person position. Any maintenance work to be carried out by local contractors.
- (iii) **Resolved** to advertise the Cemetery Grounds Man position asap in the Cumberland Newspaper, Clerk to circulate the advert prior to placing.
- (v) **Resolved** to set the pay scale as current rate; £10.632.
- (vi) To note there will be additional costs; providing equipment, training and licences next financial year and that the new employee will shadow the groundsman for a period of up to 3 months. It is essential that they are trained how to manage funerals.

F&G 19/16 Club House lease

Resolved to accept the proposed terms in the Club house lease and permitted/ reserved rights. Clerk to forward to the Councils Solicitor.

F&G 20/16 Precept

- (i) **Resolved** to produce the 2017-18 budget in accordance to the Practitioners guide section 13. Clerk to obtain details of s106 grants and Shared access to include in the budget.
- (ii) Parish Community Plan-**Resolved** to survey all the parish residents for the revised Community Plan and to include a section on Neighbourhood planning. Approximate cost £3700. Clerk to work with Cllr Melrose-Woodman on the content and layout.

- (iii) Noted requests for expenditure will be made from the other committees. Meetings will be held in October 2016.

Next meeting; November 16th 2016