



BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL **FINANCE MEETING**

held on Thursday, 3rd November 2011 at 7.00pm

Present: Councillors Frost (Chair), Bailey, Meeks, and Thomas; Clerk (Steve Watson),

1. Apologies

Apologies were received on behalf of Councillors Lishman.

2. Minutes of the Previous Meeting

The Minutes of the meeting held on the 19th July and the Finance Working Group of the 26th July 2011 were agreed as a correct record.

3. Royal Horticultural Society Correspondence

The Clerk will re-circulate the correspondence for future consideration.

4. Analysis of Cost Centres and Budget Monitoring

It was agreed that questions on details of the cost centres should be directed to the Clerk or Finance Chair at the Finance meeting rather than at full Parish Council meetings.

It was noted that the Allotment water budget is likely to overspend this year, however the full amount is recouped from tenants the following year.

The miscellaneous income is the VAT return paid in. The Garage Turning Circle code needs further investigation. It was suggested that the £2,000 for Administration of the Lengthsman needs to be transferred to the Clerk Salary code, £600 should be moved from the Allotments to the Clerk's salary.

RECOMMENDED: The Clerk to set a Clerk Salary budget of £4,600 made up of £2,000 from the Parish Council, £2,000 from the Lengthsman and £600 from the allotments.

It has been previously agreed that the Allotment budget would pay for Allotment committee room hire and the budget will be split out from the 1st April 2012.

The Lengthsman Material Code needs to be checked as it seems low on spend. It was noted that only 3 Parish Signs have yet to be paid for and a list of sponsors will be included in the Newsletter and a sponsorship page with pictures of the signs and the corresponding sponsor will be put on the website.

An example of the sponsorship plaques was displayed at the meeting.

RECOMMENDED: That the Parish Council accepts the sponsorship plaques.

The Landslip work is to be separated out into a budget code and Greenwood invoices to be separated into Lengthsman Labour, Lengthsman Materials, Landslip, Garage Turning Circle, Parish Signs and other expenses.

5. Costs and Budget for gritting

It was agreed that the costs were already contained within the Lengthsman material and labour budgets.

6. 2012 Precept and Maintenance Grant estimates

It was suggested that the precept should remain at £8,000 as a minimum for general running costs and only increased for specifically identified projects. Specific projects could include the Multi Use Games Area if external funding opportunities are not available. It was noted that the maintenance grant is likely to be 15% less from 2012 which is approximately £660 less grant. Residents will be asked if they wish to pay an additional precept to provide more Christmas Decorations.

RECOMMENDED: The Parish Precept is set at £8,660 as a minimum and increased if residents agree to additional costs for Christmas 2012.

The Finance Committee would also support a proposal from the Allotment Committee for an additional budget to provide storage for the Allotments. It was suggested that the Allotment Committee review the Garage Turning Circle Proposal and make a recommendation back to the Parish on funding of storage, either as part of the garage proposal, from existing budgets or include as an increase on the precept.

7. Allotment Deposit Scheme

The Finance Committee would like to make comment on any proposal prior to it going to the Parish Council.

8. Allotment and garage percentage increases

A recommendation has been previously agreed and this figure is to be re-circulated.

9. Parish Sign Sponsorship Update

This had been covered earlier on the agenda.

10. Any other business

The Recreation and Leisure Committee to be asked to consider funding opportunities for the Lane Bottom Play Area. The Borough Council is to be contacted about maintenance and any funding opportunities will have to be in partnership with the Borough Council.

It was requested that a copy of the Football Club lease agreement is circulated to all Councillors.

Date of next meeting

A further meeting will be held within 3 months.