

LISS PARISH COUNCIL

Minutes of the Finance Committee held on 28th February 2011.

Members:

* Cllr H Linsley	Cllr R Mullenger (grounds)
Cllr S Halstead	* Cllr B Mayo (Chairman)
Cllr L Mann (Highways)	* Cllr P Payne
* Cllr M Payne	* Cllr G Baker (Buildings)
* Cllr K Budden	* Cllr A Wright

* Present

Apologies: Cllrs Halstead, mann & Mullenger.

01/FIN/11 Declarations of interests

There were no declarations of interests.

02/FIN/11 Matters arising from the minutes of the meeting of 1st November 2010

17/FIN/10 - The Clerk reported that LAFC Juniors had opted for LPC to do line marking of pitches rather than receive a grant.

The Chairman commented that there was to be a meeting with NCPFT & tennis club representatives to discuss the resurfacing or repainting of courts 1 & 2.

03/FIN/11 Consideration of the Main accounts to 28th February 2011.

The Clerk reviewed the accounts that had been circulated prior to the meeting. The following points were highlighted:

- Administration sundries were over budget due to expenditure on staff training as well as the cost of colour printing supplies.
- Grounds costs sundries were over budget due to expenditure on car park maintenance at West Liss recreation ground. The cost of car park repairs at Newman Collard Field had been fully recouped from insurers.

The Clerk said that it would improve reporting if the detail of expenditure was supplied as a backup schedule to a briefer main schedule & members agreed.

Cllr P Payne asked if LPC could move its fixed deposits to an alternative supplier as one was offering better terms for a 12 month account. The Clerk replied that public bodies did not receive the same rates as private individuals.

04/FIN/11 Consideration of the Charities accounts to 28th February 2011.

The Clerk reviewed the accounts that had been circulated prior to the meeting. The following points were highlighted:

- The accounts did not include receipts for January rentals.
- The accounts reflected a net cost of £1529 for the refurbishment of the kitchen. The total project cost, before grants & funds from LPC reserves, was £20234, some £800 under budget.
- A cost of £525 had been incurred in respect of repairs to West Liss pavilion.

There was a brief discussion on the problems with the main cooker in the village hall. It was noted that there would be a meeting involving the WRVS to decide on a course of action to seek repairs, replacement or redress from the contractor.

05/FIN/11 Motion to purchase temporary speed reminder signs referred from Council on 21st February

Cllr Linsley, seconded by Cllr P Payne, proposed the following motion:

"That Liss Parish Council purchase temporary speed reminder equipment for use on Liss roads."

After discussion Cllr Linsley amended the motion as follows:

"That Liss Parish Council purchase temporary speed reminder equipment for deployment at sites around the parish subject to consultation & agreement with HCC Highways on the proposed sites & all required criteria being met."

The amended motion, proposed by Cllr Linsley & seconded by Cllr P Payne, was agreed unanimously.

06/FIN/11 Any other business

The Clerk reported that HALC had circulated facts & figures published by the Audit Commission that indicated many parishes having qualified accounts & that Liss was included. The qualifications related to late approval of accounts, due to the June meeting having unfinished business, & the incorrect allocation of an investment with a written down book value of £1 only. The Clerk felt that the AC's report was very misleading.

Cllr Wright asked what financial information would be presented at the Annual Parish Meeting & Members agreed that it was likely to be in the same format as the 2010 meeting.

Next Meeting: 19.30pm Monday 9th May 2011

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

Restructure of grounds staff

After discussion it was agreed that it was not prudent to proceed with the recruitment of an apprentice groundsman at the moment as this would have a significant impact on the precept. The matter should be reconsidered in two years time at the latest.

It was agreed that the present part time grounds maintenance worker would have his working hours reduced from 2 to 1 day per week with effect from 1st October.

Remuneration

After discussion it was agreed that the following grade adjustments would be applied with effect from 1st April 2008.

<u>Job</u>	<u>From Grade</u>	<u>To Grade</u>
Clerk	SCP33	SCP35
Assistant Clerk	SCP16	SCP24
Groundsman	SCP18	SCP19
Cleaner/Caretaker	SCP7	SCP8

All cost of living awards would be applied, back dated to 1st April, when the Employers & Unions reached a settlement.

R Mullenger
Chairman of the Council

H Linsley
Chairman of Finance

Next Meeting: 19.30pm Monday 1st August 2011

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

Restructure of grounds staff

After discussion it was agreed that it was not prudent to proceed with the recruitment of an apprentice groundsman at the moment as this would have a significant impact on the precept. The matter should be reconsidered in two years time at the latest.

It was agreed that the present part time grounds maintenance worker would have his working hours reduced from 2 to 1 day per week with effect from 1st October.

Remuneration

After discussion it was agreed that the following grade adjustments would be applied with effect from 1st April 2008.

<u>Job</u>	<u>From Grade</u>	<u>To Grade</u>
Clerk	SCP33	SCP35
Assistant Clerk	SCP16	SCP24
Groundsman	SCP18	SCP19
Cleaner/Caretaker	SCP7	SCP8

All cost of living awards would be applied, back dated to 1st April, when the Employers & Unions reached a settlement.

R Mullenger
Chairman of the Council

H Linsley
Chairman of Finance

there was a need for a structural survey to ascertain the condition of the roof. The cost of this would be investigated.

The Chairman said that these matters should be addressed in the formation of the 2012/13 budget that would be discussed at the meeting on 31st October.

20/FIN/11 Consideration of grant applications

Cllr Linsley said that some grant applications were arising as a direct consequence of other bodies cutting their grant funding. He did not feel that LPC was here to make up for cuts made by others.

He proposed the following motion:

"LPC's default position would be not to give grants in cases where the need arose from other bodies cutting grants."

The motion, seconded by Cllr Mann, was moved unanimously.

Community Payback - After discussion it was agreed that a letter explaining that there were no funds available for 11/12 but they were welcome to apply for inclusion in the 12/13 budget.

Disability Awareness UK - After discussion it was agreed to request accounts from the applicant as well as information on their activities in Liss.

The following grant applications were then considered:

Victim Support - It was agreed to make a grant of £100.

East Hants CAB - No grant would be made as the need arose as a result of other bodies cutting grants.

Disability UK - No grant would be made.

Cllr Budden made a statement explaining the operation of the Liss, Greatham & Hawkley Friendship Fund. Cllrs Budden & Linsley then left the room.

Liss, Greatham & Hawkley Friendship Fund - It was agreed to make a grant of £200.

Cllrs Budden & Linsley then rejoined the meeting.

21/FIN/11 Any other business

There was no other business.

22/FIN/11 Exempt item

Members agreed that the following item be treated as exempt as it concerned confidential commercial matters.

Consideration of appointment of an architect for the West Liss Pavilion & Scout Hut project.

Next Meeting: 19.30pm Monday 31st October 2011

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

Restructure of grounds staff

After discussion it was agreed that it was not prudent to proceed with the recruitment of an apprentice groundsman at the moment as this would have a significant impact on the precept. The matter should be reconsidered in two years time at the latest.

It was agreed that the present part time grounds maintenance worker would have his working hours reduced from 2 to 1 day per week with effect from 1st October.

Remuneration

After discussion it was agreed that the following grade adjustments would be applied with effect from 1st April 2008.

<u>Job</u>	<u>From Grade</u>	<u>To Grade</u>
Clerk	SCP33	SCP35
Assistant Clerk	SCP16	SCP24
Groundsman	SCP18	SCP19
Cleaner/Caretaker	SCP7	SCP8

All cost of living awards would be applied, back dated to 1st April, when the Employers & Unions reached a settlement.

R Mullenger
Chairman of the Council

H Linsley
Chairman of Finance

Notes

- 1 It was agreed that, from documents submitted by LAHS, there was no reason to increase their grant.
- 2 It was agreed that the LVC accounts showed healthy reserves & that they were content with any sum offered.
- 3 A late submission had been received from the LPCC & it was agreed to meet the sum requested.
- 4 A late submission had been received from the Crossover & it was agreed to meet the sum requested.
- 5 It was agreed that £300 be switched from the provision made for grant to the Friendship Fund & moved to general donations provision. The matter would be reviewed when the Fund provided accounts for their first year of operation.
(Cllr Budden left the room while this item was debated & decided.)
- 6 It was agreed to add an amount to general reserves in order to maintain the precept at the same level as 2011/12.
- 7 It was agreed that a provision of £3000 be created towards the costs of solar panels for the village hall. Other grant funding avenues would be explored to meet the total £11k cost. The Chairman suggested applying for Fieldfare for a grant towards this project.

These adjustments gave a precept per dwelling of

	<u>2011/12</u>	<u>2012/13</u>
Normal precept	143553.00	143553.00
Pavilion premium	0.00	38996.70
	<hr/>	<hr/>
	143553.00	182549.70
Number of band D dwellings	2597.78	2597.78
Cost per dwelling	55.26	70.26

Members then reviewed the proposed schedule of charges for 2012/13.

Cllr Payne felt that some charges should be rounded up for ease of calculation.

It was pointed out that rounding up on such small numbers resulted in large percentage rises & that LPC wished to remain competitive.

The committee then agreed the proposed charges for 2012/13.

Cllr Linsley repeated his thoughts that the pavilion surcharge should be treated as a separate issue at Council; he felt that a surcharge might affect villagers willingness to support further fundraising issues. Cllr Budden said that any loss on local fundraising would not match the amount that would be raised via the precept.

Cllr Logan said that the village had shown its support for the project & the proposed precept increase; this would be hugely beneficial when applying for other grant funding.

Cllr Budden felt that it also demonstrated the villagers' ownership of the project.

Cllr Payne said he was totally in favour of the surcharge.

Cllr Logan said that LPC had held the normal precept at a zero increase & that this would be the only increase.

Members then agreed to recommend a precept of £182549.70 to Council on a vote of 6 in favour with Cllr Linsley abstaining.

27/FIN/11 Consideration of grant applications

Cllr Wright said that the HCC/SDNPA were keen to use Liss as a model for a landscape character assessment project in the current financial year. It could involve a maximum cost to LPC of £350 being 10% of estimated cost. Members agreed that LPC would take part in this project with cost to a maximum of £350

An application had been received from LAFC for a grant towards their development fund that was for floodlight repairs, pavilion alterations & equipment.

A grant of £150 was agreed. The accompanying letter would point out the financial contribution that LPC already made by way of maintenance to the NCPF that benefited the club both directly & indirectly.

28/FIN/11 Any other business

Cllr Budden said that the SDNPA wanted LPC to take part in the neighbourhood planning project. There were funds available to meet printing & consultation costs up to £20000.

In discussion it was agreed that existing projects needed to be completed before LPC entered any new ones & that the danger of overlapping projects was that it might devalue some work already done.

At this point Members agreed an extension to the meeting of no more than fifteen minutes .

The Clerk requested that existing bank mandates be altered from any three signatories from 13 to any three signatories from Members of the Finance Committee plus Cllr Halstead. This would simplify the administration with the bank.

Members agreed this proposal.

Next Meeting: 19.30pm Monday 30th January 2012

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

Restructure of grounds staff

After discussion it was agreed that it was not prudent to proceed with the recruitment of an apprentice groundsman at the moment as this would have a significant impact on the precept. The matter should be reconsidered in two years time at the latest.

It was agreed that the present part time grounds maintenance worker would have his working hours reduced from 2 to 1 day per week with effect from 1st October.

Remuneration

After discussion it was agreed that the following grade adjustments would be applied with effect from 1st April 2008.

<u>Job</u>	<u>From Grade</u>	<u>To Grade</u>
Clerk	SCP33	SCP35
Assistant Clerk	SCP16	SCP24
Groundsman	SCP18	SCP19
Cleaner/Caretaker	SCP7	SCP8

All cost of living awards would be applied, back dated to 1st April, when the Employers & Unions reached a settlement.

R Mullenger
Chairman of the Council

H Linsley
Chairman of Finance