

WILLITON PARISH COUNCIL
Minutes of the Finance and Administration Committee Meeting
held on 16th February 2015 at 7.00pm at the Parish Office, Williton

Attendees:

Councillors	Vaughan (Chairman), Woods, James, McDonald and Denton
Public	None
Other	Mrs M Francis

Apologies:

Councillors	Bennett
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14/96A Apologies as noted above

14/97A Declarations of Interest

There were none

14/98A Approval of Minutes of the Finance & Administration Committee Meeting held on 19th January 2015

After a proposal from Cllr McDonald, seconded by Cllr Denton, it was unanimously **resolved** to approve the minutes.

14/99A Matters to Report

14/99.1A (Item 14/87.2A) Youth Service. It was **resolved** to note the application for a Somerset Youth and Community Group Grant had been successful and £3,000.00 had been awarded. The acceptance forms were signed and it was **resolved** the Clerk would return the relevant paperwork to Angela Derry. It was **resolved** to note Cllr Denton was still looking into the Annual funding and 3-year funding.

14/99.2A (Item 92.1A) Street Cleansing and Public Convenience Cleaning Contract After a discussion it was unanimously **resolved** the Clerk would investigate which services had been subjected to 'devolution of services' over the last three years. Cllr Vaughan confirmed the contract for grass cutting and weed spraying was over a two year period so would not need to be reviewed until early 2016.

14/100A Parish Office

14/100.1A Clerks training It was **resolved** to note the Clerks training had been postponed and would now take place on 26th February 2015. It was **resolved** to remove this item from the agenda.

14/101A Budget

14/101.1A It was **resolved** to note the detailed Expenditure Analysis sheet as at 31st January 2015.

14/101.2A It was **resolved** to note the provisions as at 31st January 2015.

Current Account	£ 80,731.26
Santander Time Deposit 18mths	£ 69,388.89
Petty Cash	£ 132.57
Parish Plan	£ <u>1,173.42</u>
	£ <u>151,426.14</u>

It was further **resolved** when the grant had been received it would be allocated to the Youth Provision.

14/101.3A Christmas Expenditure – It was **resolved** to note payment was still outstanding from two businesses regarding their trees. Cllr James reported that the Christmas Festival Committee would organise the erection of Christmas trees around the village in 2015 and the Parish Council would be responsible for decorating Bellamy's Corner only. After a proposal from Cllr James, seconded by Cllr McDonald it was unanimously **resolved** to maintain £100.00 from the Christmas budget for the Parish Council to decorate Bellamy's Corner, the remaining £400.00 would be available for the Christmas Festival Committee to access once a budget, receipts and accounts had been received. The lights remain the property of the Parish Council. Cllr Denton would contact Danesfield School with a proposition to run a Design Technology competition for lighting which would be displayed on Bellamy's Corner. It was **resolved** to request EPC to investigate the planting of a permanent Christmas tree on Bellamy's Corner and the lighting of the Ash tree by the car-park.

14/102A Bank Reconciliation

It was **resolved** to note that Cllr Vaughan carried out the bank reconciliation for the month of January 2015.

14/103A Accounts for payment

It was unanimously **resolved** to agree payment of the invoices on the attached list.

14/104A Correspondence

14/104.1A After a proposal from Cllr McDonald, seconded by Cllr James, it was unanimously **resolved** to renew the membership of Community Council for Somerset at a cost of £40.00. It was **resolved** the Clerk would prepare the membership form and report to the next meeting.

SCC Pension Fund – Consultation of Communications. It was **resolved** to note this item.

It was unanimously **resolved** to renew the Somerset Playing Fields Association subscription at a cost of £15.00.

14/105A Pedestrian Crossing and Lighting

Cllr Denton reported he had been in communication with Bev Norman and had been informed the Parish Council would not be considered for funding from the Mitigation Fund. Cllr Denton had queried the fact as it had been discussed in August 2014 by EDF and Highways who said it would be looked into, but no further communication had been received. It was **resolved** Cllr Woods would raise this issue at the Transport Forum and stress road safety and lighting were essential, especially in view of the recent accident outside Danesfield School. Cllr Woods would also ask for clarification whether the roads would be re-opened during July and August as concern had been raised for children's safety when crossing the road outside the Co-op due to the fact the island had been removed.

Cllr Woods reported she had spoken to Andrew Goodchild who suggested applying to the SIS Fund from County Council.

It was **resolved** Cllr Denton would liaise with the schools to enquire whether any replies to the questionnaire had been received from parents.

14/106A It was **resolved** to exclude the press and public from the remainder of the meeting.

14/107A Review of Pay Scales

After a proposition from Cllr James, seconded by Cllr Vaughan, it was unanimously **resolved** to recommend in committee to Full Council the Assistant Clerks pay scale be changed to SCP 19 after the 1st April 2015.

14/108A Purchase of Doctors' Land

It was **resolved** to remove this item from the agenda.

14/109A Review of Parish Office Charges from April 2015

After a discussion it was unanimously **resolved** to slightly alter the hire charges as from the 1st April 2015.

14/110A Matters for the next meeting to be held on 16th March 2015

Outdoor gym
End of year audit

Meeting closed at 8.45 pm