

# ADDINGHAM PARISH COUNCIL

## MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON MONDAY 12 DECEMBER 2016 AT 7.00PM

### **Present**

Cllrs: Coates (Chairman), Jerome and Mawson

### **Absent**

Cllr Tennant

### **In Attendance**

Parish Clerk – J Markham

### **19/16 Apologies for Absence**

None

### **20/16 Disclosures of Interest**

Pursuant to the Council's Code of Conduct, Members were invited to disclose any additional interests (not already listed in the Register of Interests), and to note in the Declarations of Interests Book any previously disclosed interests, relevant to the business of the meeting.

Relevant interests noted: None

### **21/16 Public Consultation and Question Time**

No members of the public present at the meeting.

### **22/16 Minutes of the Meeting held on 17 October 2016**

**Resolved:** That the Minutes of the meeting held on 17 October 2016, having been taken as read, be approved and signed as a true and correct record by the Chairman.

### **23/16 Draft Budget and Precept 2017/18**

The Clerk presented the draft Budget Statement 2017/18.

It was noted that the draft budget allocations for salaries and contractors' costs had been drawn up in the light of the schedule of payments reviewed at the meeting held on 17 October, and took account of the NALC local council clerk salary award 2017-18, and a contractual salary increase due in recognition of the Clerk's qualification, and also provided for the recommended increase in the caretaker's hourly rate in recognition of her additional duties. The draft budget statement had also been prepared on the basis of the previous review of all regular payments made by the Council on an annual basis.

The draft allocations were then discussed in detail, and a number of additional provisions were inserted in order to provide for the potential costs of additional and extended services in 2017/18. These included provisions for the costs of emergency planning for flood relief and community resilience, anticipated increases in maintenance costs for Council-owned assets, such as the Nature Reserve and the public toilets, increased provision for support for community groups, the capital costs of additional Christmas lights, and a budget allocation for any expenditure required to support the Tour de Yorkshire 2017. The draft budget allocation for legal and other professional fees was adjusted to reflect the likely costs of projects currently underway, as approved by Council.

Noting that Council Tax Support Grant was likely to be available in 2017/18, and taking into account reserves and surpluses likely to be brought forward (but in the light of capital projects currently in the pipeline), members then discussed the funding of the draft budgeted requirements from precept monies, and noted that, if approved, the recommended precept would result in a Band D property charge of £34.75, an increase of just £7 on the previous financial year's charge of £27.25.

**Resolved to Recommend:** That the draft Budget Statement 2017, as adjusted to take account of members' comments at the meeting held on 12 December, and as set out in the copy attached to these Minutes as an Appendix, be recommended for the approval of Council and for use as the basis for the setting of the Precept 2017/18.

### **24/16 Insurances 2017**

A schedule of quotations, revised to include any increase in premium payable in respect of possible changes in service provision mid-year in 2017, was reviewed.

**Resolved to Recommend:** That the quotation submitted by Aviva for the Council's insurances 2017 be approved at an annual premium cost of £1900.16.

### **25/16 Internal Auditor**

The Clerk reported that the current internal auditor had indicated that he could no longer be available to provide an internal audit service to the Council. The Clerk was asked to verify this, and then, if necessary, obtain quotations for an alternative appointment with a view to ensuring that an effective internal audit service continue to be provided to the Council.

### **26/16 Charging Policies**

The Clerk reported on the Council's current charging policies for the use of Council owned/managed properties and facilities, and advice relating to the implications for reclaiming VAT on major projects was noted.

**Resolved to Recommend:** That, in view of the current regulations concerning the charging and reclaiming of VAT on expenditure by the Council, the current charging policy for hire of the Old School meeting room be confirmed, but that the policy for charging for the supply of electricity to user groups at the Pavilion be adjusted to enable tenant user groups to contribute effectively to overall costs.

### **27/16 Date of Next Meeting**

The next Meeting of the Committee would be held on a date to be confirmed in April 2017.  
Meeting closed at 8.15pm.

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Chairman