

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD AT THE MEMORIAL HALL, ADDINGHAM ON THURSDAY 14 NOVEMBER 2018 AT 7PM

Present

Cllrs: Coates (Chairman), Appleyard, Jerome, Mawson and Tennant.

Absent

None

In Attendance

Parish Clerk – J Markham

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8/18 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

9/18 Public Consultation and Question Time

No matters were raised by the member of the public present at the meeting.

10/18 Minutes of the Meeting held on 18 April 2018

Resolved: That the Minutes of the meeting held on 18 April 2018, having been taken as read, and as amended at the meeting to correct a minor typographical error, be approved and signed as a true and correct record by the Chairman.

11/18 Action Plan 2019/20

The draft Action Plan 2019/20, highlighting levels of expenditure potentially required for service provision in 2019/20, was discussed. It was noted that potential expenditure estimates, as proposed for planned actions, had been used to inform the discussion draft of the Budget Statement 2019 to be considered under Agenda item 8.

12/18 Review of Regular Payments

A schedule of regular payments made by the Council on an annual basis, and by Standing Order and Direct Debit (excluding salaries) was reviewed.

13/18 Insurances 2019

The Clerk reported on quotations for renewal of insurances for the calendar year 2019. It was noted that a considerable potential reduction in premium cost had been achieved as a result of this year's market comparison exercise.

Resolved to Recommend: That insurances be renewed on the basis of a three-year agreement with effect from 13 January 2019 with Zurich Insurance for a premium cost per annum of £1141.31 (in 2018: £1904.98).

14/18 Draft Budget Statement 2019/20

The half year monitoring statement (including the overtime report) was discussed. The Committee noted, with concern, that the public cost of the Clerk's overtime in handling issues with 3 local electors in particular had amounted, over the 6-month period, to c.£1100.

The draft budget proposals for the next financial year were then received and considered, and, taking account of levels of expenditure during the current financial year, as well as additional spending requirements likely to be brought forward during the next, a number of amendments were proposed. Specifically, and until such time as plans and funding available for the Old School capital project could be confirmed, it was proposed to maintain the precept at current year levels to ensure adequate contingency provision.

Resolved to Recommend (1): That the level and costs of overtime worked by the Clerk during the half year to end September and to date, particularly in handling potentially vexatious correspondence, complaints and freedom of information requests from 3 members of the public, be noted, and that a review of the correspondence log be carried out by the Chairman, in consultation with the Vice Chairman, in accordance with the procedures set out in the procedures for dealing with public correspondence and FOIs dated 17 October 2018.

Resolved to Recommend (2): That, in the light of the Autumn Budget announcements, Council give further consideration to the annual salaries budget, but that, subject to any revisions decided as a result of this consideration, the draft Budget Statement 2019, with amendments as proposed by the Committee, be then recommended for the consideration of Council as the basis for the setting of the Precept 2019/20.

15/18 Risk Assessments

The Risk Assessment Policy and annual risk assessment reports on Council-owned buildings and events were reviewed and confirmed.

16/18 Date of Next Meeting

The next Meeting of the Committee would be held on a date to be convened in March 2019.

Meeting closed at 8.20pm.

Chairman