

BRIXWORTH PARISH COUNCIL

Minutes of the Finance Committee meeting held on Tuesday, 15 November 2011 at 8.00pm. Brixworth Library/Community Centre, Spratton Road, Brixworth

Present: Councillors: R Monk (Chair), C Bament, I Barratt, K Parker
D Parnaby, S Pointer, M Ward and Mrs E Wiig.

In Attendance: Mrs J Macken – Parish Clerk

11/0f Apologies for absence

Apologies were received and accepted from Cllr Nunn and Cllr Fitzgerald

11f Declaration of Interest on Agenda Items - None

If Signing of the Minutes of the Last Finance Meeting 11 October 2011

The minutes of the meeting held on Tuesday, 11 October 2011 were agreed and signed by the Chairman as a true and correct record of this meeting.

Finance

11/ To Consider Parish Councillors Basic Allowance for 2012/13

The Clerk had circulated a memo giving details of the costs and procedure for DDC to set up a Parish Remuneration Panel. The cost would be £500, however this cost could be split amongst all the councils requesting a basic allowance figure. No further action was required. However, it was agreed to ask NCALC to carry out a survey to ascertain the opinion of other Local Councils on the Parish Basic Allowance.

11/To Consider Cost for a New Website in the Budget 2012/13

The Clerk reported that she had received revised quotes from Parish Council website companies. A new website would be in the region of £1,000 a year. It was agreed that a new website could be considered as a Project for next year.

11/ To Consider Financial Support for a PCSO

It was noted that NCC are considering cutting their support for PCSOs throughout the County. Currently it costs £32,000 to support a PCSO. Sgt Grady is confident that his team will not be affected. It was agreed to defer this item until more information is available.

11f Proposals for the Budget and Precept for 2012/13

Following the last Finance meeting, the Clerk had amended the proposed budget as agreed at that meeting and provided a copy of the revised budget for members.

Expenditure

Salaries, Wages and Employers National Ins, Pension	£50,590
Finance / Admin	£23,040
Highways and Environment	£ 4,530
Recreation & Amenities Development	£17,400
Projects	£ 4,000
Police Support	£ 4,800
Total Expenditure	£104,360

Income

Bank Interest	£ 60
Sports Clubs	£4,200
Community Centre (Cleaning costs)	£2,845
Pocket Park Grass Cutting	£ 250
Total Income	£ 7,355

Total Expenditure	£104,360
Less Total Income	£ 7,355
Difference to be raised by precept	£ 97,005

The precept request for 2011/12 (current year) is £97,710. This proposal for 2012/13 (next year) of £97,005 is a decrease of 0.72%. This means that the Council Tax Band “D” equivalent would be £48.50 based on 2011/12 Tax Band of £52.58, however this figure is likely to be slightly more due to the Tax Base decreasing. (Tax Base 2011/12 1,858.41).

The Committee was keen to keep the precept similar to this year’s, due to the current economic climate. The budget and precept for 2012/13 is attached as Appendix A.

This budget and precept is to be recommended for approval at the next Full Council meeting.

Cllr Pointer and Cllr Wiig left the meeting

Administration

11/ Review the Parish’s Council’s Website

Cllr Lacey agreed to look at the revised options received from the Local Council website suppliers. The Clerk was asked to obtain a quote from a local company which could set up a bespoke website.

11/ Amended Equal Opportunities Policy

The amended Equal Opportunities Policy, which had been previously circulated, was adopted.

Human Resources

11/ Appointment of new Cleaner

The Clerk reported that Mrs Amanda Robertson, had been appointed as the Parish Council Cleaner and started on 31 October 2011. The Council has received two satisfactory references.

11/ Implementation of the Staff Performance and Development Reviews

The Chair and Clerk are to develop a form to be used at the staff performance and development review.

11 f Any Other Items for Report Only

The Clerk reported that there are two matters, which need to be discussed before the next Council meeting.

Christmas Tree Recycling

The Council agreed not to request for a recycling point for Christmas trees, as in previous years. Trees are to be recycled either in the brown bin or to be taken to the recycling centre.

Rough Sleepers

The District Council is carrying out a study on the number of rough sleepers in the District. It was noted that to the Parish Council's knowledge there are no rough sleepers in the village.

There was no other business discussed therefore the meeting closed at 8.45pm.