

ENFORD PARISH COUNCIL

Minutes of the Precept meeting for 2015/16

held at Enford Parish Hall on Wednesday 19th November 2014 at 7.30p.m.

Present:	Norman Beardsley	Chairman
	Nigel Murray	Vice Chairman
	Jane Young, Pat Holdway	Councillors
	Anthony D’Arcy-Irvine, Richard Roberts	Councillors
	Bruce Waight, Gareth Holden	Councillors
	David Harbottle, Michael Fay	Councillors

The Chairman to opened the meeting at 7.30pm. Cllr Richard Petitt was unable to attend.

Clerk’s salary

£2,500.00 p.a. - This is a Public Sector payscale.

Cllr D’Arcy-Irvine proposed that this should remain, seconded by Cllr Holdway. All Councillors were in favour.

Clerk’s expenses

£250.00 p.a. – This figure has been retained from the earlier records.

Cllr D’Arcy-Irvine proposed that this should remain, seconded by Cllr Fay. All Councillors were in favour.

Use of office equipment

£100.00 p.a. - This figure has been retained from the earlier records.

Cllr D’Arcy-Irvine proposed that this should remain, seconded by Cllr Fay. All Councillors were in favour.

Stationery and photocopying

£150.00 p.a. - This figure has been retained from the earlier records.

Cllr Waight proposed that this should remain, seconded by Cllr Fay. All Councillors were in favour.

Parish Hall rent

£00.00 - Until the 2013/14 year the EPC had paid a rent of £15.00 per meeting/use of the Parish Hall. In the 2014/15 Precept calculations this figure was removed as an expense as the Parish Hall’s income was considered to be healthy without this payment.

Cllr Holden who is on the Parish Hall committee confirmed this arrangement would continue.

Bus shelters & Encroachment – rent

£110.00 p.a. – There are 3 bus shelters in the Parish and one area of ‘Encroachment’ , aka The Community Garden. All these sites are owned by the MOD and in the last two years they have been standardising their rents for such facilities across the Plain – hence the annual increase in cost. For the 3 bus shelters we now pay £55.00 per year and it is the same for the ‘Encroachment’ site.

The Clerk reported on a recent letter from Smithsgore regarding the latest increase in the Encroachment rent and had prepared a draft response. The Clerk will amend and send letter registering concern regarding the seemingly arbitrary annual increase.

Insurance

£600.00 p.a. -This figure seems to be consistent and gives us the necessary coverage.

A query was raised as to whether the bus shelters were covered by the Council’s insurance as well as ‘what’ is covered by the whole policy. Cllr Holden mentioned that the Parish Hall insurance premium was reduced by agreeing to a guaranteed five year term.

Cllr Harbottle proposed that this should be retained at this level, and this was seconded by Cllr Holden. All Councillors were in favour.

Councillor’s expenses

£50.00 - In efforts to maintain maximum efficiency in spending, Councillors have kindly not presented the Council with expenses. There is a minimum budget for potential claims.

Cllr Roberts proposed that this should be retained at this level, and this was seconded by Cllr Holden. All Councillors were in favour.

WALC subs

£00.00 - The annual subscription to Wiltshire Association of Local Councils has been a vetoed expense for some years. Their invoice for the 2014/15 year was presented at £292.00 inc VAT for services that have previously been found to be unsatisfactory.

The history of the subs was explained by the Chairman and it was agreed by all that this is an unnecessary expense. This item shall be removed from the list in future.

Donations – Last year this total figure was £1,300.00.

All those who received a donation of over £50 last year were written to before the meeting and asked if they foresaw any additional expense for the 2015-16 year so that the Parish Council could take this into account.

*The Parochial Church Council had requested their donation go from £400 (2014-15) to £1,000 (2015-16). This would be of great help with the £7,330 cost of repairs and maintenance towards the Lychgate. It was agreed that this figure was too much. Cllr Harbottle proposed the PCC should receive £500, the Village Hall £600 and the Parish Hall £200. There was a discussion on the usage of the facilities and their importance within the community. Cllr Holden suggested we look at what needs funding rather than shuffling current budgets. It was generally felt that the PCC should do more to raise the funds themselves. Cllrs Harbottle and D’Arcy-Irvine proposed an increase to £500 but this was out-voted and the donation remains at **£400**.*

The Parish Hall Cllr Harbottle proposed the previously awarded £400 should be reduced to £200. Cllr Holden disagreed as the committee has plans in place this year for maintenance and renovation to the Parish Hall which will need all the funding assistance it can get. A discussion ensued about the usage of the Parish Hall v. the Village Hall and a vote was taken. Five councillors voted to reduce the donation to **£200** and four councillors voted to retain the current level.

Cllr D'Arcy-Irvine pointed out that the Village Hall would also be available for meetings at no charge to the Parish Council.

The Village Hall. Cllr Harbottle proposed that the donation be increased to £600. The Village Hall had not requested an increase in their donation. Their financial situation shows they almost broke even but there is concern that the regular grass cutting which is currently done by Hamish Scott-Dalglish (free of charge) will in future cost them circa £2,500 per annum. Cllr D'Arcy-Irvine put forward costs and arguments for an increase. Cllr Holden felt it should remain at £500. Cllr Harbottle proposed £600 and this was seconded by Cllr Waight. By majority decision this will be **£600**.

Section 137 donations- Last year this total figure was £1,100.00.

£25.00 Age Concern – It was agreed that such a small sum could be better used within the Parish. Proposed by Cllr D'Arcy-Irvine and seconded by Cllr Roberts. All other councillors were in favour.

£25.00 CAB Wiltshire – It was agreed that such a small sum could be better used within the Parish. Proposed by Cllr Roberts and seconded by Cllr D'Arcy-Irvine. All other councillors were in favour.

£200.00 Enford Football Club – Cllr Roberts read out the letter from Ollie Stagg explaining the club's situation. Cllr Holden suggested that we donate £100.00 and retain a further £100 which could be applied for if/when needed. This idea was seconded by Cllr D'Arcy-Irvine. All other councillors were in favour.

£500.00 Enford Newsletter - There had not been an increase requested and the current finances were discussed. The Newsletter is the only point of village contact for those who may not be online. Cllr Holden proposed we maintain the £500.00 donation, this was seconded by Cllr Waight with all other councillors in favour.

£150.00 Enford Youth Club - Maintaining this figure was agreed by all. Cllr Roberts suggested in reflection of the Club's value to the village, that this figure should be increased to £200.00. This was seconded by Cllr Young with all other councillors in favour.

£00.00 LINK Durrington – Last year Cllr Monk spoke with LINK who said they were currently ok financially and therefore no donation was made. It was agreed not to make any donation this year.

£50.00 Netheravon Day Centre – This is attended by some members of the village and is a good social hub for those who attend. It was agreed that we should continue to support this local cause. Cllr D'Arcy-Irvine proposed and Cllr Murray seconded. All other councillors were in favour.

£50.00 St John's Ambulance -Cllr Roberts proposed we continue to support this cause and this was seconded by Cllr D'Arcy-Irvine. St Johns attend any event held in the village that might require their services but have never asked for money or sent an invoice.

£100.00 Mothers & Toddlers - The Council have previously held money for this group should they have requested it. However those who started the group are now no longer involved and the meetings have changed slightly from the original intent. Cllr Waight proposed they be removed from the list and this was seconded by Cllr Fay with all other councillors in favour.

Contingency

£2,000.00 – This figure has been included as a working balance/buffer for the annual spend. It is necessary for maintaining a credit balance.

It was queried as to whether this amount would be enough however it was also agreed as a reasonable figure. Proposed by Cllr Holden and seconded by Cllr Fay

Millennium Playpark

£600.00 p.a. – There has previously been a sizeable budget for maintenance of the Playpark facilities as well as the mandatory RoSPA report (c£80.00pa). EPC is currently looking into the grant funded cost (Tidworth Area Board) of replacing the bench which will further save maintenance costs. No news on this as yet.

The greater cost with the Millennium Playpark, combined with the Community Garden, is the cutting of the grass. Avon Valley Maintenance are now charging £50.00 for each site, so £100.00 per visit. This would need at least 6 visits per year. It is hoped that volunteers can be found locally to try and save a large sum of the Precept.

It was suggested that an advertisement should be placed in the Newsletter to pay someone £20.00 per site for cutting the grass and pruning the shrubs etc in the Community Garden. This would considerably reduce the current cost. Proposed by Cllr Holden, Seconded by Cllr Roberts, all other Councillors were in favour. The original figure of £600 has been removed from the precept budget.

Playpark Lease

£25.00 p.a. – The annual Lease has remained at this figure for many years.

Stet.

Community Garden

£00.00 p.a. – Until this financial year the Community Garden had had a budget of £100.00. Last year this was removed. As for any actual costs of the garden, see the section on grass cutting under Millennium Playpark.

Stet.

Audit Fees

£00.00 p.a. – The last allowance in the Precept for Audit Fees was in the 2013/14 financial year. However there is currently no requirement for this as the rules have been changed for council budgets under £10,000.00. There are no fees.

Stet.

For a full list of donations to be made in the 2015-16 financial year, please see the attached list at the end of the minutes.

The Chairman closed the meeting at 8.55pm

The date of the next meeting (normal EPC business) is Wednesday 26th November at 7.30pm in the Parish Hall.

Enford Parish Council - Forecast Spend for 2015-16

Clerk's salary	£2,500.00
Clerk's expenses	£ 250.00
Use of Office equipment	£ 100.00
Stationery and photocopying	£ 150.00
Bus Shelters & Encroachment	£ 110.00
Insurance	£ 600.00
Councillor's expenses	£ 50.00
Contingency	£2,000.00
Playpark Lease	<u>£ 25.00</u>
	£5,785.00

Donations:

P C C	£ 400.00
Village Hall	£ 600.00
Parish Hall	£ 200.00
Enford Football Club	£ 200.00*
Enford Youth Club	£ 200.00
Enford Newsletter	£ 500.00
Netheravon Day Centre	£ 50.00
St John's Ambulance	<u>£ 50.00</u>
	£2,200.00

Total Envisaged spend 2015-16 **£7,985.00**

*£100.00 to be retained until requested

Proposed as a true record of the meeting by:

Seconded by:.....

Signed off by the Chairman, Cllr Norman Beardsley.....

Date:.....