

Minutes of the Finance Meeting of Waltham Parish Council held in the Library on Tuesday 22nd January 2019 at 7.00 pm.

Present: Councillors M Archer (Chairman), Moss, Conolly, Sadler, Shaw, Surtees, Woodliff, Kiddle-Bailey and the Parish Clerk.

01. 01/19 Declarations of Interest:

- (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interest should identify the agenda item and type of interest being declared.

None

- (b) To note dispensations given to any member of the council in respect of the agenda items listed below.

None

02. 01/19 To consider exclusion of press and public due to the sensitive nature of matter to be discussed

RESOLVED: The Parish Council agreed to exclude the press and public.

03. 01/19 To receive any apologies from Members not able to attend the meeting.

None

04.01/19 To discuss Budget for 2019/2020

The Chairman referred to November Financial Meeting being unaware of the government support grant being passed onto Waltham Parish Council. The Chairman referred to an e-mail from Maggie Rabjohn of NELC which declined to pass on the government support grant for parish councils.

The Chairman confirmed that the grant would be £0.00 and the confirmed income should we ask for a 0% increase in the Parish precept would yield a spend amount of £44940.20 for the Council.

Band D is £21.07 with a precept of 0%

The council referred back to the expenditure column of last year's precept request.

We have income unspent to date but the Council have to bear in mind that there is expected expenditure before the financial year end.

The Clerk read out an e-mail from Councillor Reynard which proposed that the Parish Council should include a sum within the budget to employ a person to work for the Council doing day to day tasks identified within the parish. The Chairman stated that a proposal cannot be debated in the absence of the Councillor who is making the proposal and asked if anybody would like to consider making that proposal. KKB said she could see an advantage in employing someone. No-one came forward to make the proposal.

NELC are putting their precept up by almost the maximum they are allowed which is 3%, whereas Parishes at this moment in time do not have a maximum ceiling.

Councillor Kiddle-Bailey said we should consider increasing the precept in light of no government support available. A debate followed as to what impact any increases would have on the parishioner's total precept.

The Chairman suggested The Clerk to contact Maggie Rabjohns at NELC for some calculations on varying percentage increases. There was a suggestion of 3%, and 5% increase in Parish precept and also what a precept increase would be for a total figure of £60,000.00.

RESOLVED: The Clerk to make an enquiry to NELC with the above figures suggested.

The committee were reminded that upon looking at budget spends to date the Clerks wages was over budget but that was to be expected. Other budgets are underspent but they are aware that the accounts need bringing up to date before final calculations of underspend can be taken into consideration.

One thing that does have to be a major consideration is the employment of a Burial Board/Deputy Clerk. A discussion took place as to what the Parish could afford before they advertise for this post. Three options were put forward for consideration.

1. Three hours fixed in the office with all Burial Board work being carried out via agile working from home with a dedicated mobile phone and a laptop.
2. 10 hours fixed in the office and to carry the dedicated mobile phone on their person during normal working hours weekdays.
3. Option 1, but with both Clerks posts to have the option of working overtime as and when needed.

A second thing to consider is the need to increase the budget allowance for training purposes in light of new employees and new Councillors after the elections in May.

No formal proposal to the full Council was forthcoming but the committee hopes that the matters discussed at this meeting will be read and understood before any proposal which MUST be resolved at the February meeting.

With there being no further business the Chairman thanked everyone for attending and the meeting closed at 9.30 p.m.