

## Stockland Parish Council

### Minutes of the Finance and Staff Committee Meeting held in the Committee Room, Stockland Victory Hall at 3pm on 8<sup>th</sup> November 2017

- 1) **Public Participation Time** (SO 1e & f); there were no members of the public present.
- 2) **Exclude members of the press and public**; There were three Items considered as confidential, Item 7 Staff Pension; Item 9 Contract; Item 11 Staff Appraisal as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies(Admission to Meetings Act) 1960]
- 3) **To record those present/apologies for absence** and to consider whether to approve the reasons given; Cllrs Griffiths (chairperson), Drew, Maitland; in attendance K Pearson, Clerk to the council.
- 4) **Declarations of Interest**: There were no interests to declare. (s31 & 33 of the Localism Act 2011) (Code of Conduct, 2012).
- 5) **Finance & Staff Minutes**-to note that the draft minutes of the meeting of the 11<sup>th</sup> April were confirmed and signed at the council meeting on 25<sup>th</sup> April.
- 6) **Public Participation Time** (SO 1e & f) There were no members of press or public present.
- 7) **Finance & Staff Minutes**-it was noted that the draft minutes of the meeting of the 12<sup>th</sup> July were confirmed and signed at the council meeting on 25<sup>th</sup> July.
- 8) **Analysis of Budget to Payments and Receipts**; resolved to; receive the current information attached as **Appendix 1** and discussed further under Agenda item 12.
- 9) **Pensions Regulator and CCLA - Public Sector Deposit Fund & Local Authorities' Property Fund**; resolved to note the Start Date for Pensions as 1<sup>st</sup> October 2017 and **recommend** the council to join the National Employment Savings Trust scheme (NEST). The CCLA Deposit Fund issue to come to the next Council agenda as a report from the Clerk.
- 10) **Annual Report**; resolved; the Clerk challenge the issue identified in the Annual Report from the external auditors, and bring back to the next meeting.
- 11) **Turbary issues**; resolved to; agree a continuation for the Managing Agent Contract with five extra hours for this year; agree the Managing Agent to continue action to resolve the BPS penalties and come back to the next Council meeting.
- 12) **Devon SLCC AGM for Clerks**; resolved to agree the Clerk attend on the 8<sup>th</sup> Dec in Exeter at a cost of £12.50 plus travel.
- 13) **Clerk's Objectives Appraisal**- resolved to; receive the report of current progress against the objectives set out for the current year and for Cllrs Griffiths, Maitland and the Clerk meet to agree objectives for the 2018/9 Appraisal in early December.
- 14) **Budget and Precept 2018/19**; resolved to; receive the Clerk's report; recommend the Budget and Precept for 2018/19 to the full Council in January as a modest increase, meeting again on the second week in January.
- 15) **Items of Future Business** for the next Agenda; Deposit Fund; Pension; Annual Report; BPS Penalties; Budget and Precept
- 16) **Confidential Items**: In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of issues agreed under item 2 of the Agenda; **Agenda Items** 7 Staff Pension; 9 Contract; 11 Staff Appraisal all discussed and coming back to future meetings.

Signed .....

Chairman

28<sup>th</sup> November, 2017

Meeting closed at 4pm

## Appendix 1

Stockland Parish Council		Actual	Actual	Probable				
		Previous Yr	2017 18	Outturn	Budget			
RECEIPTS		2016 17	2017 18	2017 18	2018 19			
Balance b/f		31733	19316		4000			
Precept (not CTSG)		5891	7264	7264				
P3 funds		350	983	350	350			
Turbary funds N1		4174	8025	9500	9000			
General fund CTSG N2		128	56	56	56			
Play area		378	180	180	350			
Neighbourhood Planning N3		0	96	96	200			
Parishes Together Fund N4		1472	581	581	580			
Defib fund		0	702	702	700			
VAT		4253	3234	4000	1			
Wayleaves		516	0	350	350			
<b>Total Receipts</b>		<b>17162</b>	<b>21121</b>	<b>23079</b>	<b>15587</b>			
<b>PAYMENTS</b>								
Staffing N5		4791	3101	5256	6000			
Turbary N6		9605	4356	4524	9000			
P3 costs		294	840	840	700			
Parish Council N7		2023	4618	3917	3350			
Annual Subscriptions		436	100	520	520			
Play area		624	84	550	650			
Neighbourhood Planning		566	60	96	200			
PT Fund N8		1355	0	581	580			
Defib costs		65	100	100	100			
VAT N9		1424	694	2500	1			
Democratic services election		0	0	100	200			
Contingency		0	0	500	500			
<b>Total Payments</b>		<b>21183</b>	<b>13953</b>	<b>19484</b>	<b>21801</b>			
Surplus / deficit		-4021	7168	3595	-6214			
Precept at same rate as 2017/18 (£22.08*329)					7264			
Credit or Shortfall					1050			
<b>Precept to cover balance</b>					6,214			
<b>Band D tax required</b>					18.89			
<b>Increase £ pa</b>					-3.19			
<b>Increase %</b>					-16.90			
<b>Increase over the same rate as 2017/18</b>					<b>2%</b>	<b>5%</b>	<b>10%</b>	<b>15%</b>
<b>Precept</b>					7,410	7,628	7,991	8,354
<b>Closing balance</b>					<b>1,196</b>	<b>1,414</b>	<b>1,777</b>	<b>2,140</b>
<b>Band D tax required</b>					22.52	23.18	24.29	25.39
<b>Increase £ pa</b>					0.44	1.10	2.21	3.31
<b>Increase %</b>					2.00	5.00	10.00	15.00