



Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
BS49 5DX

Chairman: Councillor Diana Hassan
Clerk: Liz Greaves
RFO: Alicia Fox

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Minutes of a meeting of the **Finance Committee** in the St Andrew's Room, Old School Rooms, Station Road, Congresbury, BS49 5DX on Thursday 6th December 2018 at 2.00pm.

Present: Cllrs Beyfus, Hacking, Hassan and Hill
In Attendance: Liz Greaves and Alicia Fox

Public Participation

There were no members of the public or press present.

18034 Apologies for absence
N/A

18035 Declarations of Interest
N/A

18036 Exclusion of the Press and Public
N/A as no press or public present but Item 18043 for reasons of contract confidentiality.

18037 Budget 2019/20
The RFO talked through her draft budget report.

- Change to maintenance of assets under code 301.
- There may be a chance of reinstating the N Somerset orderly grant, RFO to apply directly.
- Band D properties, need to add an additional 14 properties. This will not make a huge difference to the precept.
- Salary change to £38,500 101 -4001. The salary figure may change due to annual leave requirement of the Clerk and the need to get a locum. Therefore a buffer is required but savings will be made this year.
- Requirement to increase budget for code 102 - 4008 proposal to increase from £150 to £600 to cover training fees for new councillors training in May. There may also be a need for training for new staff which will also be increased to £600 item 101 – 4008.
- OSR income change to income of £8,500 201 – 1001.

Resolved: That items recommended to be incorporated into the budget.

18038 **Precept 2019/20**
Resolved: That it is recommend to Full Parish Council on 14 Jan 2019 the amount of Precept to be increased by 2% in the light of the budgeted expenditure and income. The RFO to check whether this can be achieved or whether there is a cap.

Alicia Fox left the meeting

18039 **Review of Grants**
Resolved: Grant for North Somerset Arts and Football Club to go to Full Council in January 2019.
Check insurance for Millennium Green to see if can come under Parish Council insurance.
Resolved: Recommendation to change the allocated budget for s137 grants to increase to £3000.

18040 **Review of Fees & Charges**
Members to review the following and make recommendations to Full Parish Council on 14 Jan 2019:

- a. Burial and memorial fees
Resolved: That draft fees are agreed and should be put to Full Council to be implemented new financial year in 2019.
- b. Charges for hire of Old School Rooms
Resolved: That resolution at Full Council in Nov 2018 to be implemented.
- c. Rent for Broadstones Playing Field
Resolved: Increase to £500
- d. Rent for OSR garden
Resolved: Remain at £50 per year

18041 **Review of Subscriptions**
Members to review the subscriptions to the following organisations and make recommendations to Full Parish Council on 14 Jan 2019:

- a. ALCA
- b. SW Councils
- c. SLCC
- d. YACWAG

Resolved: That all are agreed.

18042 **Internal Audit**
Members to note the interim report from the Internal Auditor and the recommendations therein.
Resolved: That Internal Report agreed and recommendations to be implemented.

18043 **Waste Management Contract**
a) Members to consider the quotes received for the Waste Management Contract and agree a provider.

Resolved: That Adrian Leonard provided with the contract asap to start at 1st March 2019.

b) Members to review the draft contract and amend as necessary.

Resolved: Contract agreed for a year.

Meeting ended: 15.35

Signed: Date: