

Westerleigh Parish Council
Minutes of the meeting of the Finance & General Purposes Committee
Held 21st NOVEMBER 2016
Manor Hall Coalpit Heath

Present: Councillors: Cllr's D Boulton (Chair), B Taylor, J Butler, A Gibb, S Blackmore
Officer – V Anderson – Interim Clerk/RFO

15. Apologies for absence

None

16. Declarations of Interest under The Localism Act 2011

Cllr J Butler declared a personal interest in all matters relating to Manor Hall (Release of annual fund and valuation of Manor Hall)

17. Approve minutes of meeting held 23rd May 2016

Decision:

Proposed by Cllr J Butler and seconded by Cllr B Taylor, agreed by all the minutes were approved and signed

18. Committee to consider actual spend to date versus 2016 – 2017 budget

The committee considered the actual spends April to October 2016 against the revised budget dated June 2016. The RFO reported that there are quite a few underspends due to the fact the income and expenditure only reports on 7 months of the current financial year and there was no predicted overspend for the year end.

It was noted that budget provision for s137 grant funding was low in comparison to previous years. It was acknowledged that £1,200 had recently been awarded to St Peter's Hospice and that a further grant application of £200 was to be considered later in this meeting.

The Interim Clerk/RFO suggested that councillors could pass on information about grants to local organisations within the parish, that they may be aware of, that would welcome some financial help.

It was noted that the track at Pansy Vale had now been completed and County Highways may soon be calling off the budget set aside for this.

The report was well received and noted.

19. Committee to consider the request from Manor Hall to release the agreed funding of £7,500

Cllr J Butler declared a personal interest regarding Manor Hall but was allowed to participate in relation to reporting on the current financial situation (of Manor Hall) outlining recent and committed expenditure.

It was reported that the Chair of Trustees has requested that this funding is released before the end of this year, so it's paid to the existing Trust as already agreed before the transfer to the new CIO. Although not all spent yet this year there is other work scheduled on the fabric of the building which will pretty much use it up.

Spent so far this year (from Jan 1st): £1,140 on repairs to one section of the perimeter walls, £3,558 on various repairs to doors, windows, chimney stack and the stone steps in the garden (invoices available if required).

Scheduled works: £2,146 for re-finishing the Jubilee Room floor to preserve the wood, £640 for repairs to one of the gable ends.

Quotes awaited for renovations to the 2 gates from the car park to the lane, and for weatherproofing the red brick outbuilding, which is a priority.

The RFO stated that (in his opinion) the request for the release of funding had been adequately justified and that it was in the interests of the Council to release the funding to the existing entity rather than to the new CIO entity.

Decision:

Proposed by Cllr B Taylor and seconded by Cllr D Boulton and agreed by majority (Cllr J Butler abstained) that the payment of £7,500 be approved and expeditiously paid.

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20. Committee to consider the Insurance implications arising from the revaluation of the Manor Hall and associated property.

Cllr J Butler presented a report on the revaluation of the Manor Hall and associated property, she also reported that in response to the increased values that the relevant insurance policy values have been uplifted accordingly.

The revised building values are:

Outbuildings	63.84 m ²	£130,000
Manor Hall	279.44 m ²	£838,000
Old Headmasters Cottage	134.36 m ²	£405,000

The committee thanked Cllr J Butler for the information and noted the report.

21. Committee to consider and recommend and indicative budget for 2017 – 2018 financial year

Reflecting on the presented figures earlier (actual versus budget) the committee considered an indicative budget for 2017-2018. Members spoke further on the youth provision and after careful consideration agreed to leave the current level of funding as £3,000 as the club is still in its infancy and its development needs further encouragement.

Taking into consideration past annual budgets and the salaries it was agreed to make the following recommendations in setting the precept and budgets for 2017 – 2018.

Decision: Proposed by Cllr J Butler, seconded by Cllr B Taylor and unanimously agreed to recommend to Council that an increase of no more than 2% be applied to the 2017 – 2018 precept;

that the Clerks level of remuneration be reviewed by the staffing committee prior to the next financial year;

that the budgets are revised accordingly by this committee at its next meeting once the precept has been agreed.

22. Committee to consider grant applications

Shopmobility (South Gloucestershire) requested a grant of £200 to support the provision of daily and long term hire of scooters and wheelchairs to parishioners to undertake shopping and other activities.

Decision: Proposed by Cllr A Gibbs, seconded by Cllr D Boulton and unanimously agreed to support the application.

23. Committee to approve payment of accounts

Payee	Details	Gross (£)	Net (£)	VAT (£)
Manor Hall	Grant funding	7,500.00	7,500.00	0.00
Shopmobility	Grant funding	200.00	200.00	0.00

Decision: proposed by Cllr J Butler and seconded by Cllr B Taylor the above payments were approved.

24. Date of next meeting - 23rd January 2016, Manor Hall, Coalpit Heath

Signed

Date: