

MISTERTON PARISH COUNCIL

Minutes of a Meeting of the Finance Committee held in the Church Room on Tuesday 13th January, 2009

Present: Councillor H. M. Brand, Chairman. Councillors Adams, Batty, Burton, Flower, Keat (arrived during agenda item 4 - Reviews), Simmons, Wheewall and White

Nine members of the public were present, together with District Councillor Simpson

08/09/346 APOLOGIES

Apologies for absence were submitted by Councillors Marsden (work) and Moffett (unwell).

08/09/347 DECLARATIONS OF INTEREST

The following standing declarations of personal interest were made:

Cllr. Adams	Joint Burial Committee NALC Northern Area Cttee.	Parish Council Representative Substitute Rep.
Cllr. Batty	Charles Cooper Trust Joint Burial Committee Safer Neighbourhood Group MAP Ltd.	Parish Council Nominated Trustee Parish Council Representative Parish Council Representative Member
Cllr. Brand	Misterton Sports Social Club MAP Ltd. Joint Burial Committee NALC Northern Area Committee North East Bassetlaw Forum Primary School Governors Poors Fund Standrings Charity Wells Charity Bassetlaw District Council Standards Committee	Member Chairman of Trustee Directors Parish Council Representative Parish Council Representative MAP Ltd. Representative/Chairman Governor Parish Council Nominated Trustee Parish Council Nominated Trustee/ Chairman Parish Council Nominated Trustee Parish Council Member
Cllr. Burton	MAP Ltd. Misterton Sports Social Club South-east Misterton The Newells Terrace Mgt. Co. Safer Neighbourhood Group	Member Member Resident of the area Director Parish Council Representative
Cllr. Flower	Joint Burial Committee MAP Ltd. South-east Misterton	Parish Council Representative Parish Council Representative Trustee Director Resident of the area

Cllr. Keat	Poors Fund	Parish Council Nominated Trustee
	Standrings Charity	Parish Council Nominated Trustee
	Wells Charity	Parish Council Nominated Trustee
Cllr. Simmons	Charles Cooper Trust	Parish Council Nominated Trustee/ Chairman
	MAP Ltd.	Member
Cllr. Wheewall	Poors Fund	Parish Council Nominated Trustee
	Standrings Charity	Parish Council Nominated Trustee
	Misterton Sports Social Club	Member
	MAP Ltd.	Member
	South-east Misterton	Resident of the Area
Cllr. White	Misterton Sports Social Club	Member
	Standrings Charity	Parish Council Nominated Trustee
	MAP Ltd.	Member

Councillor Wheewall also declared a personal interest at agenda item 5 (2009/10 Budget), being the contractor mainly responsible for Christmas illuminations.

08/09/348 ANNUAL AUDIT REQUIREMENTS

- (a) Members were satisfied that the Parish Council's Risk Assessment Policy was working efficiently, and required no amendment.
- (b) Members were satisfied that the Parish Council's internal controls (including internal audit), financial systems, financial regulations and standing orders were all satisfactory.
- (c) Members were satisfied that the Parish Council always endeavoured to ensure compliance with legislative requirements.
- (d) The Protocol on Communications and Delegated Powers was working satisfactorily.
- (e) The Freedom of Information Publication Scheme and Guide to Proactively Published Information had recently been approved (Minute No. 08/09/272 of November, 2008) and published. Minor alterations were necessary to reflect the fact that further information had recently been published on the website.

Public Bodies (Admission to Meetings) Act 1960

Resolved: That, in view of the confidential nature of the next two items of business about to be transacted, it is advisable in the public interest that the public be excluded during consideration of the next item, and they are requested to withdraw.

- (f) An informal staffing appraisal took place, when both the Parish Council and the Clerk to the Council indicated their satisfaction with matters.

- (g) The Clerk's Contract of Employment was reviewed and found to be satisfactory.

Consideration was given to a draft Contract of Employment in respect of the Receptionist/Administrative Officer.

Recommended: That the draft Contract of Employment be approved.

08/09/349 REVENUE BUDGET 2009/10

The Clerk furnished Members with a preliminary set of Budget proposals.

During consideration of the Budget, Councillor White referred to a payment to Middlebridge Construction contained on the supplementary list of accounts tabled for consideration during the Parish Council meeting to follow. He said that the item had been "sprung on us".

The Clerk took exception to this remark (a supplementary list of accounts is submitted to every meeting of the Parish Council as required by the Internal Auditor) and the matter to which this payment referred had been discussed at the previous meeting of the Parish Council.

Councillor Brand informed Councillor White that this paper referred to the meeting of the Parish Council, not the meeting of the Finance Committee, and that he would have the opportunity to comment on the list of supplementary accounts in the meeting to follow.

Members discussed in particular the following:

- The need for projected year-end balances to be sufficient to accommodate a contingency in the event of further legal challenge by Andromeda Trading Ltd. over the Station Road common land issue.
- The desirability of projected year-end balances equaling approximately half a year's estimated expenditure, in accordance with advice given by District Audit.

Recommended:

- (a) That the precept for 2009/10 be set at £48,800, leaving a working revenue balance of approximately £30,000.

- (b) That, within the Section 137 allocation, donations be made to Five Villages First Responders, Ladybirds Play Group, Misterton Adult Swimming Club and Misterton Senior Citizens Party.
- (c) That it be agreed in principle that a sum of £1,000 be included towards the provision of home alarms for the elderly, subject to further research.
- (d) That the remainder of the budget be approved in accordance with the statement to be circulated.

08/09/350 ANNUAL INVESTMENT POLICY 2009/10

Recommended: That the 2009/10 Annual Investment Policy remain as at 2008/09, as qualified at Minute No. 08/09/209 of September, 2008.

08/09/351 CAPITAL PROGRAMME 2009/10

- (a) Consideration was given to inclusion of the following:

£300 - Dog waste bin on Fox Covert Lane
£5,000 – Play Equipment
£5,000 – Sports Field Replacement Boundary Wall
£3,000 – Village Gateway Signs

On being put to the vote, all Members voted in favour, other than Councillor White, who voted against provision for play equipment in 2009/10, but in favour of the other items.

Recommended: That the above be earmarked within the 2009/10 Capital Programme.

- (b) Recommended: That, in principle, £10,000 be allocated towards relocation of the War Memorial, subject to village consultation.
- (c) Consideration was given to provisionally earmarking the balance of the Capital Reserve towards community hall provision.

On being put to the vote, all Members voted in favour, other than Councillor White who voted against.

Recommended: That, subject to (a) and (b) above, the remainder of the Capital Reserve be provisionally earmarked towards community hall provision.

- (d) Recommended: That village consultation take place on the question of floodlighting the ball court.

- (e) Recommended: That, in the event that Building Better Communities grant was not awarded for the provision of a new Cemetery path, this matter be considered for inclusion in the 2010-11 Capital Programme.
- (f) Recommended: That no action be taken with regard to the provision of closed circuit television in the sports field.
- (g) Recommended: That the question of public convenience provision be considered at the 2010 meeting of the Finance Committee.