

DRAFT UNTIL SIGNED

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL
Minutes of the meeting held Monday 15 January 2018 at the Riverside Centre

Present: Councillors Ian Norman, Ian Tayler, Rosemary Conibeer, Viviane Garland, Gordon Gilbert, Richard Ayres, Jill Pass, Tim Plant

Apologies: Councillor Andrew Reid (SCC)

In attendance: Parish clerk Debbi Tayler, Carol Poulter (SCDC)

1/18 Apologies

No apologies were received.

2/18 Declarations of Interest

There were no declarations of interest.

3/18 Minutes of meeting held 11 December 2017

The minutes of the last meeting were unanimously approved and signed.

4/18 Questions from the public

There were no questions from the public.

5/18 Reports from County and District Councillors

Councillor Poulter (SCDC) had provided a report which had been circulated prior to the meeting. She highlighted the consultation on Civil Parking Enforcement, the proposed super district council (SCDC and Waveney), the consultation on ward changes and charging for garden waste. Larger brown bins will be available at a cost of £43 per annum and any not in use will be removed.

There was no county council report.

6/18 Clerk's Report

The correspondence log was circulated.

It was suggested that the clerk forwards information on Tesco's Bags of Help scheme to the Riverside Centre. The clerk noted she had circulated an email from SCC concerning the SEGWay outline business case submission to the DoT. 299 responses to the recent consultation had been received.

7/18 RFO's report

The current bank balance in Barclays Bank is £6672.85.

There were five invoices for approval. The clerk advised there had been a delay in starting online banking as a further form had to be signed and submitted to Barclays. This has now been done and accepted. Due to this she had attempted to make the previous month's payments via telephone banking. However, the payment to SALC for £26.40 had not gone through and it was not possible to pay the PAYE Month 9 payment as Barclays could not accept the reference number. To avoid a late payment the clerk made the payment herself and is reclaiming it from the council this month. The payment to SALC will be made on line tomorrow.

Details of this month's invoices are as follows:

Clerk's salary	91.68	Legal power
PAYE Month 9	53.20	LGA 1972 s.112
Additional insurance premium	18.99	LGA 1972 s.112
		LGA 1972 s.111

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PAYE Month 10	22.80	LGA 1972 s.112
SPLG subscription	30.00	LGA 1972 s.142

The invoices were all approved. The balance in the account is now £5746.43. There were three receipts.

Allotment rents	15.00
SO Riverside loan	675.51
SO Riverside loan	683.37

The clerk advised that Councillor Reid has agreed to pay £300 towards the new noticeboard out of his locality budget. She also confirmed that the council's insurance company had confirmed that any claim will be paid on a new for old basis. The additional premium is due to replacement costs being used instead of purchase costs.

8/18 Risk Assessment 2017/18

The risk assessment was discussed and approved.

9/18 Quarterly budget v expenditure report

The clerk presented the latest quarterly expenditure v budget report 1 October 2017 to 31 December 2017. 75% of the financial year had elapsed. 81% of the actual budget had been spent but 35% of the total available funds was spent which means the council is within budget. About £3019 is still scheduled to be spent before the end of the financial year.

10/18 Budget and precept setting 2018/19

At the last meeting it was agreed that the budget and precept would be discussed again before reaching a decision on any change to the precept for 2018/19. The budget figures were discussed in some detail. The conclusion reached was that the council is continuing to spend in excess of the precept each year without taking into account any unplanned costs that may occur. If this level of expenditure continues the council will eventually overspend its available funds. The precept has not been increased for several years and an increase this year will not have a dramatic effect on individual council tax demands.

Councillor Ayres proposed an increase of £500, this was seconded by Councillor Taylor.

Councillor Gilbert proposed an amendment that there should be no increase. This was not seconded.

Councillor Garland proposed an amendment for an increase of £1000, this was seconded by Councillor Conibeer. The motion was carried by five in favour and three against. The clerk will claim an annual precept of £4500 for 2018/19.

11/18 Community Emergency Plan

After some discussion it was agreed that the clerk will invite Tim Beach from Snape PC to the next meeting to share their experience and to discuss next steps for the Plan. After this the council will consider having a separate meeting and a dry run with various scenarios. It was agreed a trifold leaflet advertising the Plan was a good idea.

12/18 Reports from external meetings

There had been no external meetings.

13/18 Items for future meetings

Items will include the Emergency Plan.

Date of next meeting 12 February.

The meeting was closed at 21.06.

Signed.....Date: _____