

BURTON UPON STATHER PARISH COUNCIL

**MEETING OF THE FINANCE COMMITTEE
HELD IN THE VILLAGE HALL, TODDS LANE, BURTON UPON STATHER
AT 7.15 PM ON MONDAY 24 NOVEMBER 2014**

PRESENT: Councillor PF Bell in the Chair
 Cllr Mrs A Bradley Cllr Mrs AM Croft
 Cllr AV Demaude Cllr DJ Faulks
 Cllr W Johnston Cllr J Mitchell
 (Quorum 4)

Parish Clerk: Mrs J Harrison

APOLOGIES: Cllr NF Thornes

THE PARISH PRECEPT 2015/16

5. Attendance Register

No apologies were received

6. Declaration of Interest – Code of Conduct adopted by this Council

(a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
 (b) To note dispensations given to any member of the council in respect of the agenda items listed below.

Personal interest as a member of the Burton Upon Stather Playing Field Association:

Cllr Mrs A Bradley

Personal interest as a member of the Burial Ground Committee: Cllr Mrs A Bradley, Cllr PF Bell, Cllr AV Demaude, Cllr DJ Faulks.

Personal interest as a member and trustee of the Village Hall Committee: Cllr DJ Faulks, Cllr AM Croft and Mrs J Harrison

Personal interest as a member of the Methodist Church: Cllr PF Bell

Personal interest, Burton in Bloom: Cllr J Mitchell

Personal & Prejudicial interest, Parish Newsletter: Cllr Mrs AM Croft

7. Payments To The End Of The 2014/15 Financial Year

Members considered payments still to be made in comparison with budget allocations. Future payments relating to the crown trimming/removal of trees were noted. The projected expenditure at the allotments is higher than usual due to the late receipt of the invoice to cut the hedge. The 2013/14 payment is included in those for 2014/15. All other expenditure was as forecast at this time.

8. Administration Budget 2015/2016

I. Councillors discussed the clerk's salary.

RESOLVED: To follow the guidelines proposed by The National Association of Local Councils (NALC).

II. To confirm Parish Council Insurance Cover

The Parish Council insurance 3 year plan is due for renewal on 30 November 2016. Councillors queried why the Village Hall, Burton Upon Stather Playing Field Association, the Thealby Play Area and the Parish Council were each covered by a separate insurance. All are run by individual committees but ultimately are the responsibility of the Parish Council.

RESOLVED: Clerk to make the appropriate enquiries.

Administration Budget 2015/2016 (continued)

- III. To discuss the office and property owned by the Parish Council and the personal equipment used by the Parish Clerk.**
A laptop, projector and telephone owned by the Parish Council is used by the Parish Clerk. Parish Clerk continues to use own personal office equipment as required (laser printer, colour printer, scanner, shredder, camera).
- IV. Councillors discussed the Burial Clerk's salary.**
RESOLVED: To follow the guidelines proposed by The National Association of Local Councils (NALC).
- V. To discuss personal equipment used by the Burial Clerk.**
A laptop and telephone owned by the Parish Council is used by the Burial Clerk. Burial Clerk continues to use own personal office equipment as required (printer).

Councillors proceeded to discuss and agree the various administration payments to be made by the Parish Council throughout the financial year.

9. Grounds Maintenance

I. Grounds Maintenance – Burton and Thealby

Councillors noted the 3 year fixed price ground maintenance contracts which commenced April 2014 until March 2017 with Birtwhistle Landscaping Ltd and Mr K Sylvester to cut the grass in areas of Burton Hills, Glebe Paddock, Burton Upon Stather Play Area, Burial Ground, Allotments and Thealby Play Area.

II. North Lincolnshire Council

Councillors noted the 5 year fixed price grounds maintenance contract which commenced April 2012 until March 2017 to cut the grass on The Avenue and empty the bins on Glebe Paddock.

III. Reimbursement of grounds maintenance costs for St Andrew's Churchyard

RESOLVED: to recommend that £1,650 is allocated for the ground maintenance work. To recommend that £300 is allocated to cover the cost of electricity and for the maintenance of the floodlights.

Councillors raised concern at the condition of the Beacon Path and the Top Water Relief Drain on Burton Hills.

RESOLVED: Clerk to make appropriate enquiries.

10. Development Budget

The councillors were of the opinion that it was important to maintain the burial ground at a high standard and support should be available as required. The amount allocated would include the cost of the grounds maintenance.

RESOLVED: to recommend a further £3,000 be granted towards the Burial Ground.

11. Grant Applications

The Parish Council has specific powers to fund grants requested by parish organisations. The councillors considered the following requests:

Village Hall Committee:

Letter enclosing detailed statements and accounts received requesting grant of £1,000.

RESOLVED: to recommend that £1,000 is allocated towards the refurbishment of washroom facilities. (LGA 1972 s.133)

Cllr Faulks and Cllr Croft did not take part in the vote.

Grant Applications (continued)**Burton Playing Field Association:**

Letter, together with detailed statements and accounts received, requesting grant of £4,000.

RESOLVED: to recommend that £3,500 is allocated for general ground maintenance and utility bills.
(LG Misc Provisions Act 1976 s.19)

Councillors discussed the boundary fence to the Playing Field which is in poor condition.

RESOLVED: Councillors agreed monies to be allocated to replace the fencing. Councillors to establish what fencing is required in order for the clerk to obtain quotations for consideration at full council to establish total amount required.

(LG Misc Provisions Act 1976 s.19)

Cllr Mrs Bradley did not take part in the vote.

Burton Bowls Club:

Letter, enclosing bank statements and accounts, received requesting a grant of £250 towards the maintenance of the green.

RESOLVED: to recommend that £250 is allocated.

(LG Misc Provisions Act 1976 s.19)

Thealby Play Area:

Letter enclosing bank statements were received requesting a grant of £500 towards grounds maintenance and the safety inspection for the play area.

RESOLVED: to recommend that £500 is allocated.

(LG Misc Provisions Act 1976 s.19)

Methodist Church:

Letter received advising the Methodist Church would not be applying for a grant for 2015/16.

1st Burton Brownies:

Letter, enclosing bank statements and accounts, received requesting a grant.

RESOLVED: to recommend that £100 is allocated.

(LG Misc Provisions Act 1976 s.19)

Voluntary Car Service

RESOLVED: to recommend that £60 is allocated.

(LG and Rating Act 1997 s.30)

Burton in Bloom:

£350 requested for the reimbursement for plants used in baskets and planters.

RESOLVED: to recommend that £350 is allocated.

(LGA s.144)

Cllr J Mitchell did not take part in the vote.

Normanby Community Group

Letter and financial information received. Grant of £300 requested towards hanging baskets, the planting of troughs and the planting of trees

RESOLVED: to recommend that £300 is allocated.

(LGA s. 144)

12. Repayment Of Public Works Loan For Car Park

RESOLVED: Parish Council contracted to make the payment of £2548.00 in 2015/2016.

13. Provision of building of office and archive facility at the Burton Upon Stather Parish Burial Ground

RESOLVED: To continue with the pledge of up to £10,000 to match-fund monies:

(a) Subject to the agreement to build by Burton Upon Stather Parish Council.

(b) Receipt of the grant monies from the North Lincolnshire Council Community Grant.

(c) Receipt of the grant monies from WREN.

The monies not to be used for any other purpose. These monies to be met from the parish reserves.

(LGA 1972 s 111)

14. Maintenance Of Website

RESOLVED: to recommend a budget of up to £230 to include the hosting/registration costs and a support contract to include 6 hours of time at £30 per hour.

15. Parish Precept 2015/16

After considering essential spending, grant allocations and the estimated balance at 31 March 2015:
RESOLVED: to recommend that the Parish Precept 2015/16 should not increase and should be the same amount as in 2011/12, 2012/13, 2013/2014 and 2014/15 at £45,000 (Forty five thousand pounds).