

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 30 NOVEMBER 2015**

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

Parish Clerk: Mrs J Harrison

APOLOGIES: Cllr C Allison

THE PARISH PRECEPT 2016/17

5. Attendance Register

As stated above.

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 DJ Faulks.

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

Personal interest as a member of the Thealby Play Area Committee: Cllr A Bradley, Cllr AM Croft

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

Personal and Prejudicial interest, Burton in Bloom: Cllr J Mitchell

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

7. Payments To The End Of The 2015/16 Financial Year

Members considered payments to be made in comparison with budget allocations. Items highlighted were the late cut to the hedge on Burton Hills in 2014/15 and late presentation of invoice, resulting in two payments being deducted in the financial year 2015/16; the increase in expenditure for Office Property and Consumables following the set up and purchase of a new computer for the Parish Clerk; and that the money allocated for seats may increase if the Parish Council agree to the replacement of two memorial seats. All other expenditure was as forecast at this time.

8. Administration Budget 2016/2017

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 entered into a new 3 year plan for the parish insurance on 1 October 2015 expiring on 30 September 2018.

Administration Budget 2016/2017 (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. The projector is stored in a locked cupboard at the Village Hall. The Parish Clerk continues to use her own personal office equipment as required (laser printer, colour printer, scanner, shredder, camera as well as storage cupboards and files).

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 and wished to continue with these contracts.

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 and wished to continue with this contract.

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

RESOLVED: to recommend that £1,680 is allocated for the ground maintenance work.
To recommend that £350 is allocated to cover the cost of electricity and for the maintenance of the floodlights.

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 £2,500 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 had been received requesting grant of £2,500 towards fire doors and replacement toilet facilities behind the stage.

RESOLVED: to recommend that £2,500 is allocated towards the refurbishment of fire doors and washroom facilities.

(LGA 1972 s.133)

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

Grant Applications (continued)

Burton Playing Field Association:

Letter together with detailed statements and accounts had been received requesting grant of £4,000 towards ground maintenance, laying new paving around the pavilion and the installation of a gate in the iron railings allowing access from the play area to the area known as 'The Mound'.

RESOLVED: to recommend that £4,000 is allocated for general ground maintenance, new paving and gate.

(LG Misc Provisions Act 1976 s.19)

To recommend a match-funding grant of £10,000 for the purchase of play equipment.

(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 account had been 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 and accounts had been received requesting a grant of £500 towards the maintenance of the play equipment, the grounds and the safety inspection for the play area.

RESOLVED: to recommend that £500 is allocated.

(LG Misc Provisions Act 1976 s.19)

Cllr A Bradley and Cllr AM Croft did not take part in the vote.

1st Burton Brownies:

Letter enclosing bank statements and accounts had been received requesting a grant towards the hire of a building for recreational facilities.

RESOLVED: to recommend that £100 is allocated.

(LG Misc Provisions Act 1976 s.19)

Burton Rainbows:

Letter had been received requesting a grant towards the hire of a building for recreational facilities.

RESOLVED: to recommend that £100 is allocated.

(LG Misc Provisions Act 1976 s.19)

Methodist Church:

Letter enclosing balance sheet had been received from the Methodist Church requesting a grant for £400 towards the redecoration of the rear entrance.

RESOLVED: to recommend that £400 is allocated.

(LGA 1972 s.133)

Voluntary Car Service

RESOLVED: to recommend that £60 is allocated.

(LG and Rating Act 1997 s.30)

Burton in Bloom:

Letter received requesting £350 towards the provision of plants, planters and village hanging baskets for Burton Upon Stather.

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 had been received. Grant of £300 requested for plants for the planters, a tree on the village green and a bench.

RESOLVED: to recommend that £300 is allocated.

(LGA s. 144)

Burton Upon Stather Primary School

Letter received requesting a grant of £7,000 towards play equipment. Councillors discussed the Powers and Duties available to the Parish Council when granting loans and agreed there was no provision available for them to grant monies to the school.

RESOLVED: Not to recommend a grant of £7,000 towards play equipment.

12. Repayment Of Public Works Loan For Car Park

RESOLVED: Parish Council contracted to make the final payment in July 2016 estimated to be £1,273.87.

13. Provision of building

Following the rescission notice discussed at the full council meeting on 9 November 2015 relating to the Amenity building councillors did not consider a new building for the parish.

RESOLVED: Not to recommend match-funding support for a building.

14. Maintenance Of Website

RESOLVED: to recommend a budget of up to £500 to include the hosting/registration costs, a support contract to include 6 hours of time at £32 per hour and the installation of a system of publicity media for circulation within the parish.

15. Parish Precept 2016/17

After considering essential spending, grant allocations and the estimated balance at 31 March 2016:

RESOLVED: to recommend that the Parish Precept 2016/17 should not increase and should be the same amount as in 2011/12, 2012/13, 2013/2014, 2014/15 and 2015/16 at £45,000 (Forty five thousand pounds).