

Minutes of the meeting of the Finance & General Purposes Committee

Held on 5th March 2012 at 7.30 pm in the Bush Room

Present: - Cllrs. Terry Hunt (TH) (Chairman), John Cutland (JC), Brian Lee (BL), Hannah Richmond (HR), Bernard Willcox (BW)
Bob Phillips (Clerk),

1. Apologies accepted for Absence

Alison Peters (AP)

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meetings held on 6th Feb 2012 and Matters Arising

Resolved: The Minutes of the meetings held on 6th Feb 2012 were approved and signed by the Chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. ***F111107-2 to investigate the feasibility of insuring the Jubilee Hall and Youth Centre in the Parish Council Insurance.*** ***Action to Clerk***

It was agreed that this wasn't an urgent action as all interested parties were currently enjoying a discounted term insurance. However this option should be investigated as there could be considerable savings to be achieved. The action was postponed until May. (5/3/12)

5.2.2. ***F120206-1 to check all Dec 2011 financial reports for accuracy and in particular the totals recorded for S137 Grant Aid.*** ***Action to Clerk***

Reports for January 2012 showed the correct figures. Action Closed.

6. Matters Arising from Committee reports

6.1. Planning Committee – none

6.2. Footpaths & Allotments Committee – none

6.3. Playing Fields & Open Spaces Committee

6.3.1. Plants around the Youth Centre

AP had passed on a request from the Youth Centre Management Committee for the Council to consider planting "spiky" plants at the corners and by the down-pipes of the Youth Centre as recommended in the police security review.

Whilst not turning down the proposal, the committee felt that it should have a more detailed plan to consider. It was felt that any plants would have to be quite substantial and hence costly and there was no confidence that there was space to carry out the planting. It was also suggested that there

may be a more robust way of protecting the roof perhaps with installing scaling barriers at vulnerable points or other.

It was agreed that the planting proposal should be referred to the Playing Fields Committee who, together with the YCMC should discuss the options and determine some prices.

F120305-1 to consider with the PF&OS Committee the planting of spiky plants outside the Youth Centre.
Action to Cllr Alison Peters

7. Financial Reports

- 7.1. Budget Reports dated 31/1/12
- 7.2. Account Balance for 31/1/12
- 7.3. Receipts & Payments for Jan 2012
- 7.4. Bank Reconciliation for Jan 2012

Resolved: The financial reports as presented were accepted as accurate.

8. Financial Matters

8.1. Increasing Parish Income from Investment

Following discussions with the Chairman, the Clerk had investigated fixed-term investments to increase the interest earned on the Parish Council reserves held in bank accounts.

Currently the Council operates two "current" accounts.

Bank of Ireland – all day to day receipts and payments are operated through this bank account. (Interest payable is UK Base rate minus 0.25%. currently 0.5%-0.25% = 0.25%)

The Co-operative Bank – account opened in August 2009 with a deposit of £40k. (Interest payable is currently 0.18%)

The following lists the lowest account totals in each of the past 4 years just prior to the payment of the precept.

	Bank of Ireland	The Co-op Bank	Total
April 2008	£45,918		£45,918.00
Sept 2008	£56,218		£56,218.00
April 2009	£56,281		£56,281.00
Sept 2009	£23,175	£40,002	£63,177.00
April 2010	£22,049	£40,045	£62,094.00
Sept 2010	£30,487	£40,077	£70,564.00
April 2011	£25,489	£40,121	£65,610.00
Sept 2011	£23,206	£40,152	£63,358.00

The Co-operative bank operates a number of guaranteed investment accounts with terms of 1month through to 12months which can be opened with a simple telephone call to transfer the funds from our Community Direct-plus account. The deposit is at a fixed rate over the term and although not "locked" any early release of the deposit would attract some penalties and require a meaningful need.

Currently the Guaranteed investment interest rates are:

1 month – 0.8%	3 month – 1.5%
6 month – 1.53%	12 month – 2.06%

It was generally agreed that a fixed rate investment that was easy to set up was a good idea and with the historical evidence of our bank account totals over the past 4 years, it was reasonable to commit to a £30k investment in a 12month guaranteed investment account.

Resolved: To recommend that £30k be immediately deposited in a 12 month Co-operative bank Guaranteed Investment account.

8.2. ALCA/NALC Subscription

ALCA subscriptions for 2012/13 are as follows:

- a. for an electorate up to 2500 (i.e. 1 to 2500 electors) – 18.45p/elector;
- b. for the next 2000 electors (i.e. 2501 to 4500 electors) – 6.15p/elector;
- c. for the remainder (i.e. 4501 onwards electors) – 3.075p/elector

Thus, Alveston PC's ALCA subscription, based on the 2012 electorate of **2,547** electors would be **£463.59** plus the NALC subscription of **£ 137.56** (5.42p/elector) giving a total of **£ 601.15**.
(dependent on updated electoral register)

2500 x 18.45p	=	461.25
47 x 6.15p	=	2.89
2547 x 5.42p	=	<u>138.05</u>
		£602.19

2010/11 NALC/ALCA subs	£557.63
2011/12 NALC/ALCA subs	£584.00

The Clerk confirmed that he had used the services of both NALC and ALCA in the past year and that ALCA seemed to be moving rapidly towards a more efficient organisation. It was recommended that we should continue with membership for another year.

Resolved: To renew membership of ALCA/NALC for a further year and pay the subscription of £602.19.

8.3. Payment for Limekiln Path

With the completion of the replacement of the surface dressing of the path across Limekiln Playing Field and the payment of the invoice from Classic Landscapes, the Clerk requested that consideration should now be given to paying some of the withheld invoice to the original contractor, Janes Pond. (see F&GP minutes 6-Jun-2011)

TH suggested that he would support a sum being paid to Janes Pond provided we withheld the total cost of the remedial work including contractor costs, administration time plus any other expenses incurred.

The original invoiced sum withheld was £6,000 and the total contractor cost was £1,348.

The Clerk was requested to calculate the administration costs to enable a proposal for consideration by the full council.

F120305-2 to calculate the administration costs chargeable against the remedial actions to make good the Limekiln Path. ***Action to Clerk***

9. Authorisation of Payments & Income Received

9.1. Payments

The following payments were approved and authorised by Cllrs. John Cutland and Terry Hunt.

Details	Chq. no	£
Limekiln Footpath re-surface	2035	1,617.60
ALCA/NALC subscription	2036	602.19
Photocopy services	2037	21.18
War Memorial Renovation	2038	1,632.00
Ironmongery Direct - Signs	2039	29.28
Grounds Mtce	2040	978.00
Post Office - Stamps	2041	33.84
Total expenditure		4,914.09

9.2. Recent Receipts are listed below

Details	Chq. no	£
Memorial plot 60	Inc 2024	111.00
Memorial plot 71	Inc 2040	65.00
Total income		176.00

10. Policy Documents

None

11. Correspondence

None

12. Any other business

The meeting was closed at 8.30pm.