
Minutes of the meeting of the Finance & General Purposes Committee**Held on 5th Dec 2016 at 7.30 pm in the Bush Room****Present:** - James Sumner (JS) (Chair), Ann Curtis (AC), Marcus Fry (MF).

Graham Smith (Clerk)

1. Apologies accepted for Absence

Mike Webb (MW), Alison Peters (AP).

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of meeting held on 7th Nov 2016 and Matters Arising5.1. Approval of the minutes of the meeting held on 7th Nov 2016**16.071 Resolved:** The minutes of the meetings held on 7th Nov 2016 were approved and signed by the Chairman

5.2. Matters Arising – (JS) asked if there was any further update relating to the progress with the C3 process for Down Rd. (Clerk) informed Cllrs that he was aware that work is in progress but would seek to obtain an update from SGC.

5.3. Outstanding Actions – None

6. Matters Arising from Committee Reports

6.1. Planning Committee – None

6.2. Footpaths & Allotments Committee – (MF) updated Cllrs of the discussions at the previous F & A committee meeting and confirmed that the Committee members had approved the F & A budget as presented by (Clerk) for 2017/18. (MF) also informed Cllrs that the committee had agreed not to increase the Allotment rent for 2017/18.

6.3. Playing Fields & Open Spaces Committee – None

7. Financial Reports7.1. Finance Report November 2016

(JS) queried why the budget for benches was not distributed evenly between parks & play areas? (Clerk) agreed to rectify the oversight at the next budget setting, otherwise (JS) informed Cllrs that he had reviewed the financial reports and confirmed that all appeared in order.

16.072 Resolved: The financial reports for November as presented were accepted as accurate.**8. Financial Matters**

8.1. 2017/18 Full Budget

(Clerk) presented to Councillors a final budget for 2017/18 and informed Cllrs that a provision had been made for the increase in National Minimum Wage as from 1st April 2017 by 30p per hour. The budget report calculated an increase of precept to £54314 was required (an increase of 2%). (JS) requested that when presenting to Full Council that this and other reasons for differences against previous year's budget be explained.

	2015/16	2016/17		2017/18
	Actual	Budget	Projected Actual	Proposed Budget
Finance & GP - Expenditure	27845	32379	29690	32379
Income	5712	4485	4140	4485
Precept	52237	53259	53259	54314
LCTS Grant	2488	1177	1128	589
Net expenditure	-32591	-26542	-28837	-27009
Parks & Open Spaces - Expenditure	20363	22189	21500	22672
Income	3915	2193	3100	2235
Net expenditure	16448	19996	18400	20437
Footpaths and Allotment - Expenditure	6474	7514	6700	7540
Income	1292	968	1086	968
Net expenditure	5182	6546	5614	6572
Total Budget - Expenditure	54682	62082	57890	62591
Income	65644	62082	62713	62591
Net expenditure	-10,962	0	-4,823	0
Precept	52237	53259		54314

(JS) proposed that the 2017/18 budget as presented by (Clerk) be adopted, (MF) seconded the proposal and (AC) approved.

16.073 Resolved: The Alveston Parish Council 2017/18 budget is approved as presented.

9. Authorisation of Payments

9.1. Payments authorisation by Cllrs Anne Curtis & Marcus Fry

Details	Chq. no	£
Grounds Maintenance Contract - Nov	2751	1212.20
Grant Order 1	2752	200.00
Grant Order 2	2753	222.00
Grant Order 3	2754	250.00
Grant Order 4	2755	100.00
Dog Bin Empty	2756	66.10
Total Payments		£2050.30

9.2. Recent Receipts

Details	Ref.	£
Gross Interest	DCR	7.02
CR Internment	inc2722	163.00
D of G & Internment – Plot 78	inc2721	270.00
Total Receipts		£440.02

10. Correspondence

None

11. Website / Helmet

None

12. Any other business

(Clerk) requested that Cllrs consider the membership renewal of the SLCC (Society of Local Council Clerks) for 2017/18. (JS) asked (Clerk) to explain the SLCC activity and benefits. (JS) proposed that the SLCC membership be renewed for a further year subject to the cost being within £20 of the previous year budget. (AC) seconded the request and (MF) agreed.

16.074 Resolved: Clerk SLCC membership be renewed for a further year subject to the cost being within £20 of the previous year budget.

Meeting Closed 20.44PM

The next meeting of the Finance and General Purposes Committee is on Monday 9th January 2017 at 7.30pm.