

**Minutes of the FEOCK PARISH COUNCIL FINANCE & GENERAL PURPOSES MEETING held on
Thursday 24th November 2016 at the Parish Council Office, Devoran at 6.30pm**

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	M Kemp	P Lightfoot	R Andrew
	R Richards		

In attendance: Debra Roberts, Parish Clerk & Responsible Finance Officer

CHAIRMAN: Councillor Kemp

1. INTRODUCTION

The Chair welcomed everyone to the meeting.

2. APOLOGIES

No apologies had been received, all members of the Committee were present.

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 16TH JUNE 2016

RESOLUTION: CLLR RICHARDS PROPOSED THAT THE MINUTES OF THE MEETING HELD ON 16TH JUNE 2016 AS CIRCULATED BY THE CLERK BE CONFIRMED AS A TRUE RECORD, AND SIGNED BY THE CHAIRMAN. THIS WAS SECONDED BY CLLR ANDREW AND WAS CARRIED BY THE MEETING.

4. DECLARATIONS OF INTEREST

Cllr Andrew gave the following statement:- "I (Cllr Andrew) declare an interest in planning matters related either directly or in proximity to my land and property in Feock. For the public record, I am an employee of Cornwall Council working on the Localism Agenda. I have been advised by the Monitoring Officer that as a Parish Councillor I have no personal interest in the Neighbourhood Planning Agenda and related issues. However, if during the course of discussions issues are discussed of which I have a personal involvement it may be appropriate to leave the meeting and take no further part in the debate and for it to be recorded in the minutes". Cllr Andrew also declared that he was a member of the Local Government Pension Scheme (LGPS) but has been advised that he can take part in the debate on item 12.

5. PUBLIC PARTICIPATION

There were no members of the public present.

6. FEOCK READING ROOM UPDATE

The Clerk advised that Statutory Declaration confirming the use of the right of way over a private road had been received today, she would sign and have this witnessed by a Solicitor and return this tomorrow to our Solicitor. The Clerk had asked Lillicrap Chilcott to prepare an EPC urgently, it was hoped that the sale could be completed at the end of next week.

7. AGREE DRAFT BUDGET FOR 2017/18 & CONSIDER SETTING 4 YEAR BUDGET

Cllr Andrew felt that a 4 year budget would be useful to have and was also part of the criteria for the Quality Council Scheme, it was agreed that this would have to be done on a percentage increase basis and could be discussed further at the next Finance & General Purposes Committee.

The draft budget the Clerk had circulated prior to the meeting was reviewed and discussed.

RESOLUTION: CLLR KEMP PROPOSED THAT A RECOMMENDATION BE MADE TO THE NEXT FULL PARISH COUNCIL MEETING THAT THEY ACCEPT THE DRAFT BUDGET, SECONDED BY CLLR LIGHTFOOT AND CARRIED BY THE MEETING.

8. AGREE PRECEPT FOR 2017/18

It was noted that the precept had been put down to £97,000 in 2013 and remained at that level since despite there being a cut each year in the Council Tax Support Grant received from Cornwall Council and the Parish Council carrying out additional maintenance work in the parish. There was a discussion regarding putting the precept up to £104,000 increase of 7% (currently £97K).

RESOLUTION: CLLR KEMP PROPOSED THAT A RECOMMENDATION BE MADE TO THE FULL PARISH COUNCIL THAT THE PRECEPT FOR 2017/18 BE SET AT £104,000, SECONDED BY CLLR ANDREW AND CARRIED.

It was noted that this was an increase of just 1p a day on a band D property.

9. STAFF PAY REVIEW PROCESS

Cllr Kemp requested that when staff were due an increment or a spinal point had a percentage increase applied to the NJC rates and this would make a difference to staff salaries, that the Clerk should raise this with the Finance & General Purposes Committee and then this is taken to the Full Parish Council for authorisation. Currently the process is that this is taken straight to Full Parish Council.

10. LOAN TO DEVORAN VILLAGE HALL

The Clerk advised we needed to set up a formal agreement with Devoran Village Hall regarding the £10K loan that was proposed at the last Parish Council meeting to setting out the terms of the loan.

RESOLUTION: CLLR RICHARDS PROPOSED THAT A LOAN OF £10,000 INTEREST FREE BE OFFERED TO DEVORAN VILLAGE HALL COMMITTEE FOR A PERIOD OF 12 MONTHS, WITH NO REPAYMENTS DUE AND THE TERMS BE REVIEWED IN DECEMBER 2017, THIS WAS SECONDED BY CLLR LIGHTFOOT AND CARRIED BY THE MEETING.

The Clerk would put this item on the December Full Parish Council agenda for authorisation.

11. INTERIM AUDIT REPORT

The Clerk ran through the interim audit report and would circulate this to the Committee, there were no major issues to raise.

One of the issues that the Auditor had raised was that he recommended a more formal agreement with the office tenants be put in place due to the period of time this tenancy had been in place. It was suggested that a 12 month tenancy be put in place with 3 month notice period. The Clerk would draft a more formal agreement and speak with the tenants about this.

UNDER THE S100A LOCAL GOVERNMENT ACT 1972 (as amended) MEMBERS OF THE PUBLIC LEFT THE MEETING

There being further business the meeting closed at 8.35pm.