

Longdon Parish Council

Minutes of the Meeting of the Finance and General Purposes Committee held at on Monday 9th October 2017 at WI Hall, Longdon.

Parish Councillors; Cllrs G Duckett (Chair), J Watkins, B Butler, E Stevens and C Webb

Apologies; None

Clerk; H Goodreid

In Attendance; None

Min No.	Item	Action
50 50.1	Apologies for Absence All Councillors were in attendance.	
51 42.1	Declarations of Interest None	
52 52.1	Public Participation No members of public were in attendance.	
53 53.1	Minutes The Minutes of the meeting of 22 May 2017 were agreed. Proposed: Cllr Webb; Seconded: Cllr Watkins	
54 54.1	Matters Arising All matters had been dealt with.	
55 55.1	Risk Assessment Cllrs considered the risk assessment and updated. The updated version to be placed on the website.	Clerk to update and place on website.
56 56.1	Reviews of the Following Documents Standing Orders The para 4 was missing from the standing orders on the website. Clerk to upload the correct version. Cllr Butler; Cllr Webb	Clerk to action
56.2	Financial Procedures There were no comments on this. Proposed: Cllr Webb; Cllr Watkins	
57 57.1	Precept The expenses of the parish council were considered. It was noted that the Local Council Tax Support Grant would not be received in future years. Items of projected expenditure includes additional flower planters, new notice board identifying local walks, gateway features. Possible need to pay someone to look after the key planter features. Corking needed to be replaced on notice boards.	
57.2	Whilst Precept was to be considered in next full council meeting, H and OS Committee needed to more clearly identify costs associated with works.	
57.3	Cllrs considered the possible cost of bespoke training to be delivered to the whole Council and held in Longdon.	
57.4	It was agreed that Clerk would order 5 copies of the Local Councillors Guide. Proposed: Cllr Webb; Seconded: Cllr Stevens	Clerk to buy guides.

Signed.....

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Date:.....

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<p>58 58.1</p> <p>58.2</p> <p>58.3</p>	<p>Budget / Actual Expenditure</p> <p>Cllrs looked through the finances for the council. It was agreed that the virement of £500 from footpaths to Best Kept Village take place so that funding was available for the purchase of the planters. Proposed: Cllr Webb; Seconded: Cllr Duckett</p> <p>It was noted that the Parish Clerk will be leaving the parish council on 5th November. The following actions were needed:</p> <ul style="list-style-type: none"> • Application for replacement would be through application form. • Knowledge / experience of local government planning processes was required. • Person Spec to be written – in Desirable will be planning. • Same salary as before • 10 – 12 hours per week • Employment panel to be agreed • Extend the deadline to 7th November. <p>Cllrs reviewed the Clerks salary payments. There had been no overpayment in salary as the identified element was the home allowance. Proposed: Cllr Butler; Seconded Cllr Stevens.</p>	
<p>59 59.1</p>	<p>Councillors Reports</p> <p>Cllr considered if a December full council should meet and it was felt that as the Clerk was leaving, this may be difficult to arrange so it would not be held.</p>	

There being no further business the Chair declared the meeting closed at 8.12pm