



# Queen Camel Parish Council

**Draft Minutes** of a meeting of the **Finance & Risk Committee** held in the **Marples Room** on **Monday, 14<sup>th</sup> January 2019** at **6.30pm**

**Present:** Councillors **Simon Stapely (SS) – Chairman**

**Chris Bennett (CB)**

**John Brendon (JB)**

**Andrew Dollard (AD)**

**In attendance:** **Patrick Pender-Cudlip (PPC) – Clerk & RFO**

**Cllr. Bryan Norman (BN)**

**2 members of the public**

**F0119.1 Welcome and Introduction** – SS welcomed members to the meeting.

**F0119.2 Public session** – no member of public wished to speak.

**F0119.3 Apologies** – All members were in attendance.

**F0119.4 Declarations of interest** – CB as a member of the Playing Field Committee (PFC) and of the Sparkford Copse Trust.

**F0119.5 It was RESOLVED 4-0-0 [For-against-abstained] to confirm as correct the minutes of the meeting held on 10<sup>th</sup> September 2018.**

**F0119.6 Online Banking** – PPC strongly recommended that an online account be opened with the Unity Trust Bank rather than with the Council's existing bankers, Natwest:

1. Its processes for setting up an account and changing signatories etc are much quicker and more straightforward and do not require attendance at a branch.
2. Its Customer Services Department normally answers the telephone within twenty seconds rather than twenty minutes.
3. It is used by SALC and by many Local Authorities.
4. It can accommodate a two-tier authorisation system for online payments similar to the Council's existing system for payments by cheque, with the RFO alone able to set up payments and designated signatories alone able to authorize them. By contrast the Natwest online system permits every single designated person to both set up and make payments without reference to any other person.

**It was RESOLVED 4-0-0 to recommend the Council to set up an Online bank account with the Unity Trust Bank with a deposit equivalent to one year's Council expenditure.**

**F0119.7 Deeds in the custody of the Council** – review deferred.

**F0119.8 Council insurances** – review deferred.

**F0119.9 It was RESOLVED 4-0-0 to authorize the following payments:**

£70.00	Memorial Hall Committee	Room hire
£25.00	SALC	GDPR training

£17.66	Sue Gettings	Refreshments for Parish meeting (Section 137)
£230.39	Rosemary Heath-Coleman	Neighbourhood Plan expenses
£51.94	Bernie Peachey	Plants and composts for planters
£40.00	Information Commissioner	ICO annual fee
£335.00	P.Pender-Cudlip	Fixed office expenses, Sept.2016, April-Dec 2018

**F0119.10 It was RESOLVED 4-0-0 to pay all outstanding salary and tax payments.**

**F0119.11 Review of accounts 2018-19 - deferred**

**F0119.12 Budget and Precept 2019-20** - Councillors discussed running costs and discretionary expenditure for the coming year. An allocation of £1500 was suggested for the urgently needed refurbishment (and replacement with gates) of stiles on the parish footpaths. Grants totaling c.£20.8k. were requested by village organisations, an increase of over £12k. and almost two and a half times the c.£8.5k. awarded in 2018-19. The main increases requested were:

The Memorial Hall - from £1,520 in 2018-19 to **£8,325**, an increase of £6,805;

The Playing Field - from £3950 to **£7,160**, an increase of £3,210;

The Tennis Club - from £0 to **£2,165**, an increase of £2,165.

Councillors took the view that residents could not reasonably be required to fund such large grants from their parish precept or reserves and that any grant increases should be kept to a more modest level. They also felt that spending £3k. or more for a wig wag warning sign by the school could not be justified but they agreed to allocate £1500 for stiles and pedestrian gates.

**It was RESOLVED 4-0-0 to recommend the Council to set the 2019-20 precept at £17,300 (which would raise the annual charge for a Band D property by £2.06p, an increase of c.4.24%).**

**It was RESOLVED 4-0-0 to recommend a provisional 2019-20 budget of c.£24k. so long as Council reserves are sufficient to cover the shortfall, with grants of £4,150 for the Memorial Hall, £4,000 for the Playing Field and £1,100 for the Tennis Club, with other grants and donations remaining at the 2018-19 level.**

**F0119.13 External Auditor's report** – received.

**F0119.14 Queen Camel - our Royal Heritage:**

**It was RESOLVED 4-0-0 to authorize a contribution of £50 to the Parochial Church Council for 70 copies of Gordon Moore's booklet to be included in the Welcome Packs given to newcomers.**

**F0119.15 Speed Indicator Device (SID)** - the recommended budget includes a contribution of £1,200 for a SID (and appropriate training) to be shared with Sparkford and West Camel Parish Councils.

**F0119.16 Wig Wag warning signs** - in its discussion of the budget the Committee decided not to recommend the purchase of a Wig Wag sign which was desirable rather than strictly necessary.

**F0119.17 Neighbourhood Watch (NHW)** - in line with previous expressions of Council support

**It was RESOLVED 4-0-0 to contribute up to £100 to an event to encourage support for NHW.**

**F0119.18 Matters arising post-Agenda** – none.

**F0119.19 Date of next meeting** – to be announced.

**Signed:**

**Simon Stapely  
Chairman**

**[February, 2019]**