

Hemyock Parish Council Finance Committee Meeting
held in the Forbes Lounge, Parish Hall, Hemyock at 7.30pm on 10th November 2015

Subject	Action
<p>1. <u>Present</u> Mrs H Stallard, Miss P Lawrence, Mr N Punnett and Mrs D Evans (Parish Clerk). Apologies: Mr T Barton</p>	
<p>2. <u>Declarations of Interest/Dispensations</u> The clerk declared that:- Mrs H Stallard has a personal interest as she is chair of the Youth Garages Project Committee, a member of Longmead Management Group and is a trustee of the Blackdown Support Group. These may be discussed under item 5, precept planning.</p>	
<p>3. <u>Minutes from Previous meeting</u> PROPOSAL: The Finance Committee minutes of the 22nd September are approved. PROPOSED: Miss P Lawrence SECONDED: Mrs H Stallard DECISION: passed (all in favour)</p>	
<p>4. <u>Matters Arising</u></p> <p>4.1 Cemetery – The cemetery representatives have been asked to review any necessary works.</p> <p>4.2 Refurbishment of the Pump – the council was successful in its bid for funds from the AONB Sustainable Development Fund (£980.00), subject to receiving listed building consent from MDDC.</p> <p>4.3 Kissing Gate – the clerk has asked Mr L Povah to review condition and decide necessary works.</p> <p>4.4 Financial Regulations/Mandate – clerk is progressing this matter.</p> <p>4.5 Asset Register – a separate meeting was held to discuss this in more detail. The clerk is seeking clarification on several matters and will report back.</p> <p>4.6 Insurance – Mrs H Stallard confirmed that The Garages has its own insurance for public liability/contents etc. The Parish Store needs to be included on asset register and the council’s insurance. Mrs H Stallard advised that the value for insurance purposes ref BHLC and Longmead is a standardised £x per m². Clerk to investigate.</p> <p>4.7 Certificate in Local Council Administration (Cilca) – the clerk will register her application in January at a fee of £250.00. The clerk will have one year to complete the work.</p> <p>4.8 Clerk contract – clerk will send a copy of her contract to Mr N Punnett reference annual review.</p>	<p>Clerk Clerk</p> <p>Clerk Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>5. <u>Financial Update/ Precept Planning</u> The clerk went through the year-to-date figures and estimated year-end figures. The group then discussed next year’s budget and highlighted additional expenditure required due to cut backs in services from MDDC/DCC e.g. grass cutting, public conveniences, car parks, etc. MDDC has not published its precept information yet. It is expected week commencing 16th November. Clerk will update the figures as discussed and a further finance meeting will be held on Friday 20th November at 7pm to finalise precept for recommendation to full council on 2nd December.</p>	Clerk
<p>6. <u>Items raised by Chairman</u> none</p>	
<p>7. <u>Items raised by councillors</u> none</p>	
<p>8. <u>Date of next meeting</u> Friday 20th November at 7.00pm in Forbes Lounge, Parish Hall.</p>	

Meeting closed at 9.55pm

Signed.....*Date*.....