

Minutes of the **FINANCE SUB-COMMITTEE** of Buckland Monachorum Parish Council held at Buckland Monachorum Village Hall (Committee Room) on **WEDNESDAY** the **11TH JANUARY 2017** at **8.00pm**

Present: Cllrs L Wood (Vice-Chairman), S Challiss, V Bolitho, S Britton, D Butland, S Woollacott

In Attendance: Kelly Johns (Parish Clerk)

005/17 **APOLOGIES FOR ABSENCE** were received from Cllr M Fowler.

006/17 **DECLARATION OF INTERESTS** Kelly Johns (Clerk) declared a pecuniary interest for the item to consider the Clerk's annual salary increment.

007/17 **REVIEW OF THE FOLLOWING:**

a) Change of the Internal Auditor:

The Clerk notified members that sadly the Parish Council's internal auditor was very ill and would not be able to continue to provide an audit service to the Parish Council. It was **RECOMMENDED** that the Clerk go ahead and engage the services of a new internal auditor on the proviso that they were suitably qualified and that there was no significant change in cost to the PC.

b) Clerk's Annual Salary Increment: The Clerk left the room throughout the discussion on this matter. It was **RECOMMENDED** that the Clerk receive their annual increment from salary scale point 26 to 27 pro-rata.

c) Update on Precept Calculation: The Clerk updated members that the Secretary of State for Communities and Local Government recently announced that as part of the provisional local government finance settlement for 2017/18, that Council tax referendum principles will not be extended to parish and town councils in 2017/18. This means that parish council's will continue to set their own precept for the next year. Government will keep the level of precepts set by town and parish councils under close review.

008/17 **TO CONSIDER THE CONTINUATION AND TERMS OF THE BUCKLAND MONACHORUM GROUNDS MAINTENANCE CONTRACT FOR 2017/18**

The contract for the maintenance of the Cemetery, Churchyard and Play area in Buckland Monachorum was discussed. It was **RECOMMENDED** that J Rendle's contract be extended for a two-year period with a 2% increment year on year. At the end of this period (March 2019), it will be considered whether the contract should go out to tender again.

009/17 **CONSIDERATION OF REQUESTS FOR GRANTS OR DONATIONS FOR THE FY2017-2018 BUDGET**

No further requests had been received since the last meeting.

010/17 **CONSIDERATION OF PAYMENTS AND RECEIPTS FOR THE FY2017-2018 BUDGET**

Members further reviewed the draft receipts and budget for FY2017-2018.

a) Council Tax Support Grant (CTSG) 2017/2018: WDBC have advised that this will be £1,145 for 2017/2018. The total forecast of receipts for 2017/2018 is now £5,835.

A revised budget was therefore produced for submission to Full Council (attached as **APPENDIX A**) - it was **RECOMMENDED** for this budget and the recommendations contained within it to be approved.

011/17 **RECOMMENDATION ON THE PRECEPT FOR FY2017-2018**

It was **RECOMMENDED** for the total precept (not including Council Tax Support Grant) for FY2017-2018 to be set at £45,030 (calculation attached as **APPENDIX A – see blue column**).

The Council Taxbase (the figure to calculate the annual contribution from a Band D Tax household to the precept) for the parish has increased by 10.21 to 1,637.88.

To assist in keeping household Council Tax contribution rises to a minimum, the government has again granted all billing authorities a grant, some of which will be distributed to Parish Councils to minimise the impact of the changes to the taxbase figure. Buckland Monachorum Parish Council will receive a grant of £1,145 from WDBC, which is a decrease on last year's grant figure. Therefore, the precept requirement will be £44,780 and a total of £45,925 will be received.

For a Band D Tax household, £44,780 would equate to an annual contribution of £27.34 for FY2017/18 - an increase of £0.69p on the FY2016-17 annual contribution of £26.65 (calculation attached as **APPENDIX B**). The percentage increase on FY2016/17 is 2.59%.

DRAFT

012/17 | ITEMS FOR THE NEXT AGENDA None

013/17 | DATE OF FUTURE MEETINGS None

The meeting closed at 8.55pm