

# BLEADON PARISH COUNCIL

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Clerk to the Parish  
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**Minutes of a Meeting of Bleadon Parish Council's Finance & Personnel Committee** that was held in the **Coronation Hall Coronation Road Bleadon on Monday 9th November 2015** that commenced at **6.30 pm** when the following business was transacted.

**PRESENT** Councillors Rev. S Hartree (Chairman), Mr I Gibson (ex-officio), Mrs I D Clarke and Mrs C Gutsell together with the Parish Clerk Miss H Brinton

**F&P 41.1 To receive any apologies for non attendance**

None

**F&P 41.2 To receive any declarations of interest**

None declared

**F&P 41.3 To receive and approve the Minutes of the Finance & Personnel Committee Meeting held on Monday 1<sup>st</sup> December 2014**

**Resolved** that the Minutes of the Finance & Personnel Committee Meeting held on Monday 1st December 2014 that had been duly circulated be taken as read and approved as being correct and signed as such by the Chairman

**F&P 41.4 Matters Arising from those Minutes**

None

**F&P 41.5 To consider the Financial Statement for the period 01/04/15 to 30/09/15**

The Financial Statement for 01/04/14 to 30/09/14 was duly considered especially Budget versus Spend. The clerk has been asked to look into a number of queries relating to:

- Income from newsletters and when this is sought – to be referred to Full Council as Cllr Findlay is likely to have the answer
- Income from War Graves and when received – Cllr Hartree thought this may be like Wayleaves and received 5 yearly
- The donation of £1400 from previous year and what it relates to
- What the employment contingency relates to
- Ranger salary – it appears there will be an overspend this year
- What are subscriptions for?

There were general discussions around the following items of expenditure:

- Open Spaces – car park overspend. Cllr Hartree informed the meeting that NSC Trading Standards were involved and there is an outstanding claim.

- Playground maintenance – this is likely to overspend due to the repositioning of the sand pit. Cllr Hartree will ask Open Spaces to look at this
- Church clock – the Parish Council took back responsibility for this after the budget was set – the costs for Smiths to repair has pushed up the cost considerably
- Cllr Hartree asked for feedback on the car park maintenance. The clerk is to ask Mr Bruce Poole regarding history and current situation as he knows it
- Public toilet maintenance – spend is well under because it was previously in the hands of a private contractor and it is now cheaper because the ranger is picking it up
- Cllr Gutsell commented on no soap or hand dryer in the mens toilet. Cllr Hartree will refer back to Open Spaces as F&P cannot authorise expenditure unless a request comes from another committee
- Is the Diamond Jubilee Fund still required?
- Village improvements budget – Cllr Hartree informed that there is a reserve in case of unforeseen issues e.g. churchyard wall
- Cllr Hartree explained that this year's budget needed £5,600 from Reserves to support it. The clerk was asked to look at the potential outturn as it was possible the budget would actually break even.

**F&P 41.6 To consider a First Proposed 2016-17 Budget**

Cllr Hartree proposed that the discussion be deferred until all of the proposals from the other committees but particularly Open Spaces had been put forward. He asked that all committees consider carefully what they would like to be done next year by the Parish Council. The precept meeting is held in January to allow discussions beforehand. The precept has not risen for a couple of years so need to see what committees come back with. There was a general discussion regarding the central budget

**F&P 41.7 Other Matters referred to the Clerk**

None

For next meeting the clerk is to speak with Mr Poole regarding the correct treatment of reporting salary and expenses for payment. The clerk has been asked to produce an estimated outturn and suggested budget for next meeting.

The clerk has been asked to email each committee, the Chair and Vice Chair to ask for ideas on what to do regarding reserves.

**F&P 41.8 Date of next Meeting**

**4<sup>th</sup> January 2016 at 19.30**

**The meeting closed at 19.05**