



**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF
 KEMPSEY PARISH COUNCIL, WEDNESDAY 16TH NOVEMBER 2016
 AT 11.30AM AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr. Geens (Chairman), Cllr Frazer-Cann, Cllr Michael, Cllr Patrick & Cllr Smith

IN ATTENDANCE: - Clerk .

1. **Apologies:** Cllr Waller (Work)

2. **Declaration of Interests:**

1. Register of Interests: Councilors were reminded of the need to update their register of interests.
2. Disclosable Pecuniary Interests (DPI): None
3. Other Disclosable Interests (ODI): None

No Public Question Time

3. Minutes: Minutes of the Finance and General Purposes Committee meeting of 24.10.16 having been previously circulated were signed as a true and correct record.

4. Finance- The Committee agreed the following Budget for financial year 2017/18

INCOME	BUDGET	Draft	Carried
	2016/17	Budget	Over
	£	2017/18	17/18
			£
Kempsey Parish Council			
Precept	86,000	TBC	
Cancelled Cheques	0	0.00	
Wayleaves	475	475.00	
VAT recovered	0	0.00	
Com Centre Energy (Reimbursement)	4,065	4250.00	
Allotment Rents	1,825	1825.00	
Commercial Rents	21400	21500	
Room Hire	3,500	3500.00	
NDP	10,000	0.00	
Miscellaneous (Refunds etc.)	5,000	0.00	
Bank Interest	2,800	2500.00	
Reserves from HSBC Account to pay NDP Referendum	3,000	0.00	
Youth Centre	0	2000.00	
TOTAL INCOME	138,065	36050.00	0.00

EXPENDITURE	BUDGET 2016/17	Carried Over 15/16	Draft Budget 2017/18	Carried Over 17/18 £
	£	£		
Staff Committee				
1.Salaries including pension	51661		49892.00	
SUB TOTAL	51,661	0.00	49892.00	0.00
F&GP Committee				
1.Community Centre Energy (Electricity, Gas & Water)	4,700		5000.00	
2.Audit Fees - Internal/External	750		1500.00	
3.Parish Office Stationery/Postage	1,300		1300.00	
4.Photocopier Rental/Maintenance/Toner	1,616		1600.00	
5.BT Telephone/Broadband	1,250		1250.00	
6.Subs/Fees/Courses	1,500		2000.00	
7.Newsletter Print Costs & Distribution	250		250.00	
8.Parish Council Website	750		500.00	
9.Mileage Expenses	500		400.00	
10.Insurance	3,850		3800.00	
11.Legal Fees	2,000	750.00	4000.00	
12.Chairman's Allowance	250		250.00	
13.Grant to St Marys Church (Churchyard Maintenance)	525		2500.00	
14.Grant to Parish Magazine	350		350.00	
15.War Memorial Donation (Cleaning)	25		0.00	
16.Contract Cleaner	1,800		2000.00	
17.NDP - Fees	5,000		3000.00	
18.Youth Centre Provision	10,000		0.00	
19.IT Support Parish Office	500		500.00	
20.Registration of Land	0	750.00	3000.00	
21.Chain of Office	250		1500.00	
22.NDP Referendum/Advertising	3,000		500.00	
23.Miscellaneous Expenditure	0		0.00	
24.Youth Centre Energy/Utilities			800.00	
25.Defibrillator - Battery & Pads			300.00	
PACT	0	227.50	0.00	
SUB TOTAL	40,166	1727.50	36300.00	0.00

Explanations:-

- 1.Staff Salaries includes provision for a Clerical Assistant to work 10 hours per week (over 2 days- flexible) and provision for a 2 hour clean per week for the Youth Centre
F&GP Committee
11. Includes provision to acquire new recreation field. If his is not carried out 17/18 to carryover monies To Financial Year 18/19

5. Any Other Business

1. The Chairman wanted to clarify that any decision made at committee level whether unanimous or majority decision felt should be supported by all members of committee at full parish council meetings. The Clerk confirmed all Councillors are entitled to their individual vote, this does not necessary have to be in support of an agenda item. The idea of committee meetings is to avoid debate at full parish council meetings.
2. The Chairman emphasized the importance of training.

Under The Public Bodies (Admission to Meeting(s)) Act 1960 The Council agreed to exclude the public and press from an item discussed under AOB due the sensitive nature of this matter to be resolved. The Committee voted to enter into Confidential Session.

The committee agreed to review the options in dealing with persistent queries and complaints.

Meeting Closed at 13.42pm
Sharon Baxter
Clerk

SignedChairman.....Date