

SHERE PARISH COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING HELD AT 7.45 P.M. ON THURSDAY 8TH NOVEMBER 2012 IN TANYARD HALL, 30 STATION ROAD, GOMSHALL

Present: Parish Councillors R. Newman (Chairman), R. Andrews, C. Brooke, R. Davey, D. Hall, R. Smith, M. Urban, B. Cohen (not a member of this Committee) and the Clerk Mrs. L. Childs.

Apologies for absence were submitted on behalf of Parish Councillors S. Nielson and J. Tenner.

Declarations of Disclosable Pecuniary and Other Interests regarding any of the items on the agenda – Mr Andrews declared a personal interest in the Wasp Bus and Mr. Urban stated that he was also a driver of this. Dr. Brooke, Mr Hall and Mr Newman all declared a personal interest in the donation relating to the Shere Recreation Ground Association.

Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960)

Staffing/Management/Governance – the Committee recognised that, until the replacement of the Clerk of the Council/RFO is completed, it is difficult to set a precise budget at the present time.

RECOMMENDATION: that the allocation to individual budget headings be considered when more information is available.

2012/13 RECOMMENDATION: that 10 days' holiday pay be awarded to the current Clerk in lieu of outstanding holiday this year.

2012/13 RECOMMENDATION: that a gratuity of £1,145 be paid to the current Clerk upon retirement – as per the conditions laid down in her employment contract with the Council.

The meeting re-opened.

Short adjournment for the Public to address the Council regarding any matter on the agenda – no matters were raised.

The meeting restarted.

Financial position for the year 2012/13 – the Committee received the following:

- Bank reconciliation to 31st October 2012 together with bank balances as at 7th November 2012.
- Details of grant aid still available from Guildford Borough Council and the individual expiry dates.
- A budget update for 2012/13.
Details of the General and Earmarked Reserves as at 31st October 2012 showing a General Reserve of £44,195.08 and Earmarked Reserves of £118,446.10.

RECOMMENDATION that the £1,500 in the Contingency Reserve be transferred to the General Reserves and that the £455.55 allocated under the Shere War Memorial

Reserve be transferred back to the North Ward account now that the improvement works have been completed.

Consideration of additional requests from local organisations for financial assistance for the year 2013/14 (in addition to those normally considered under the budget):

RECOMMENDATION: donations be given as follows:

- Holmbury Village Hall – donation towards major repairs/refurbishment - £10,000 – completed grant aid application form received.
- Shere Recreation Ground – donation towards CCTV equipment - £1,000 – completed grant aid application form received.

Precept 2013/14

The Finance Committee **RECOMMEND** that the 2013/14 budget be **ACCEPTED** and **RECOMMEND** that a precept of £116,182 (2012/13 £116,067) be **ISSUED** subject to final confirmation at the January 2013 Council meeting when the Band D equivalent figures will have been received from Guildford Borough Council.

Insurance – the Committee confirmed the adequacy of the Council's insurance. A discussion took place on whether the fencing and road surface at the Shere public car park should be insured. However it was felt that this was not required at the present time.

RECOMMENDATION: that the insurance cover remains as at present apart from an increase in the Fidelity Insurance cover immediately to £200,000.

Direct Debits and Standing Orders were reviewed.

RECOMMENDATION: To continue as previously.

Ward Accounts – the Clerk informed the Committee that Albury Parish Council had recently installed a portable defibrillator in three locations in their Parish. She suggested that Ward Councillors might like to consider providing cardiac defibrillators in each of the villages in the Parish.

Date of next meeting: 30th May 2013