

**MINUTES OF FINANCE COMMITTEE HELD ON JANUARY 5TH 2015
IN CAPEL VILLAGE HALL COMMITTEE ROOM**

PRESENT: Mr Salter (Chairman), Mrs Schryver, Mrs Pearson, Mr McLachlan and Mrs Coke the Clerk. Cllrs. Garber, Dale and Watson had also been invited to attend and were present.

1. APOLOGIES: Mr Ball

2. MINUTES: The minutes of the Finance Committee held on 24.11.2014 were agreed as a correct record.

3. DECLARATION OF INTEREST: None.

4. MATTERS ARISING: None

5. ANNUAL RISK ASSESSMENT

Copies had been circulated and were available to view at the meeting. The Assessment for 2014/2015 had been completed on 03.12.14. This was approved by the meeting and will be kept on file

6. DRAFT BUDGET 2015 / 2016

(i) the budget allocation of £12,000 for Clerk's salary was overturned in light of the probability of paying for a Clerk and Assistant Clerk inclusive of pension contribution.

(ii) Allocation for Parish Maintenance had been raised back to £15,555 to allow for the proposed drainage work due to recent high rainfall

(iii) Insurance allocation had been raised to allow for insurance cover on the proposed Parish Office (currently expires 31.03.15)

(iv) Election costs A contingency of £1,000 per ward was being included in the event of contested elections in each of the 3 wards (this figure cannot be confirmed until MVDC appoint a contractor to run the local elections May 2015)

(v) The Draft Budget 2015 / 16 as it stands has a deficit of £4,974 which would call for an increase in Precept of £4,974 to £37,374.00

7. PARISH OFFICE

Plans were being drawn up and costed for re furnishing the current Youth Club building as a Parish Office. It is hoped that plans and costings will be available for the meeting of the full Council on 19.01.15

8. CLERK'S duties / effect on Precept

(a) In taking on an Assistant Clerk it would be necessary to prioritise the different jobs involved in Clerking. Priority should be given to Planning, Parish Maintenance and Finance not forgetting that the PC's function is to provide a service to the community.

(b) The Clerk, Chairman and Chair of the Finance Committee to consult with MVDC re Clerking matters and the way forward from here regarding the effect on the Precept.

(c) The Draft Budget would need to be approved at the PC meeting 19.01.15 in order for the Precept requirement for 2015 /16 to be forwarded to MVDC by Friday 23rd January

DATE OF NEXT MEETING:

Monday 9th February 2015 in the Committee Room, Capel Village Hall starting at 7.30pm.