



SOUTH PETHERTON PARISH COUNCIL

Clerk to the Parish **Kate Alford**

Rosebank, Field Lane, Over Stratton, Somerset TA13 5LQ
Tel: 07712 524 347 E-Mail: clerk@southpethertonparishcouncil.gov.uk
www.southpethertonparishcouncil.gov.uk

Public Session

No members of the public wished to speak.

Minutes of a Meeting of the Finance & General Purposes Committee held in South Petherton Junior School on Tuesday 14th May 2019 when the following business was conducted:

PRESENT Cllrs N Wakely, C Salway, C Bragg, B Chitty and the Parish Clerks K Alford & R Swift

3 members of the public were also present.

F&GP21.1 To appoint a Chair

Cllr Salway was appointed Chair, proposed by Cllr Bragg, seconded by Cllr Wakely. All in favour

F&GP21.2 To appoint a Vice Chair

Cllr Chitty was appointed Vice Chair, proposed by Cllr Salway, seconded by Cllr Wakely. All in favour

F&GP21.3 To receive any apologies for non-attendance

None

F&GP21.4 To receive any declarations of interest

Cllr Bragg advised of an interest in the Parish Office.

Cllr Salway advised that he is a Volunteer of the South Petherton Carnival (F&GP 21.5(7))

F&GP21.5 To receive and approve the Minutes of the Finance & General Purposes Committee Meeting held on Monday 4th February 2019

Received and approved.

F&GP21.6 Matters for report purposes only

- (1) Interim Internal Audit visit – 25th January 2019
Clerk advised committee that updates had been made in preparation for the next visit on 14th June 2019. Committee noted.
- (2) Meeting to sign off AGAR.
Clerk advised an Extraordinary meeting will need to be held to sign off AGAR to ensure Internal Auditor signs this off before the Council - Monday 17th June was proposed.
- (3) Pitway allotments rental
Committee updated on the process by Cllr Wakely – this should be progressed at the June PC meeting.

F&GP21.7 Resolutions

- (1) **To resolve to review income and spending year to date for the year ended March 31st 2019 and to agree current figures meet with expectation.**
Resolved to agree income and spending year to date.
Proposed Cllr Salway, seconded Cllr Chitty - all in favour.

- (2) **To resolve to review income and spending year to date and agree current figures meet with expectation.**
Resolved to amend the Library budget to show current planned spend and agreed all other income and spending year to date.
Proposed Cllr Salway, seconded Cllr Chitty – all in favour.
- (3) **To resolve to review Ear Marked Reserves and make any changes necessary to their allocation.**
Resolved all Ear Marked Reserves as appropriate.
Proposed Cllr Salway, seconded Cllr Bragg – all in favour.
- (4) **To resolve to note the schedule provided by the Clerk for the timescales for the External Audit requirements and final submission date of 1st July to PKF Littlejohn for the AGAR submission.**
Resolved to note the schedule and timescales.
Proposed Cllr Wakely, seconded Cllr Bragg – all in favour
- (5) **To resolve to review all of the Parish Council’s current charges in respect to The Cemetery – The Allotments and any other ancillary charges and to recommend any changes as appropriate.**
A discussion was held around implementing a rent for the Chapels, and the outstanding Football Club invoice.
Resolved to instate a yearly rent of £150.00 for the Cemetery Chapels.
Proposed Cllr Chitty, seconded Cllr Salway – all in favour
Resolved for all other income charges to remain at their current level.
Proposed Cllr Salway, seconded Chitty – all in favour.
- (6) **To resolve to accept the Local Government Association (LGA) pay recommendation for the Clerk & Assistant Clerk – equivalent to a 2% pay increase for SCP Grades 30 & 22 respectively, to be applied from April 1st 2019.**
Resolved to accept and apply the increase as recommended.
Proposed Cllr Salway, seconded Cllr Bragg – all in favour
- (7) **To consider a Grant Application for South Petherton Carnival for £500.00**
Resolved to grant South Petherton Carnival for £500.00
Proposed Cllr Bragg, seconded Cllr Wakely – all in favour.
- (8) **To consider a Grant Application for South Petherton Cricket Club for £548.96**
Resolved to grant South Petherton Cricket Club a grant of £275.00 (half the requested amount).
Proposed Cllr Wakely, seconded Cllr Salway – 3 in favour, 1 abstention (Cllr Chitty).
- (9) **To consider a Grant Application for South Petherton Twinning Association of £300.00**
Resolved to copy South Petherton Twinning Association of £300.00
Proposed Cllr Bragg, seconded Cllr Williams – all in favour.
- (10) **To resolve to recommend approval of the proposed 2019/2020 precept request of £170,000 to South Petherton Parish Council.**
Resolved to recommend approval of the proposed 2019/2020 precept request of £170,000 to South Petherton Parish Council.
Proposed Cllr Chitty, seconded Cllr Salway – all in favour.

F&GP21.6 Other Matters referred to the Clerk
None.

F&GP21.7 Date Time & Place of next Meeting – Monday 1st July 2019 - William Blake Memorial Hall.