

MINSTER PARISH COUNCIL

POLICY & FINANCE COMMITTEE

Minutes of the Committee meeting held on Tuesday 5th January 2021

Held via Zoom at 7pm

Present: Councillors Quittenden, Day, Dr. Jones, Crow-Brown.

In Attendance: Kyla Lamb (Clerk/RFO), Clare Wilsdon (Assistant Clerk), Cllr Gimes (Ex Officio).

188. APOLOGIES

Cllr Owen tendered his apologies.

189. MEMBERS' INTERESTS

There were no declaration of interests registered.

190. MINUTES

RESOLVED: that the minutes of the meeting held on 8th January 2020 be approved and signed by the Chairman.

191. ACCOUNTS TO 31ST MARCH 2020

RESOLVED: that the accounts to 31st March 2020 be accepted.

192. ALLOCATION OF RESERVES 31ST MARCH 2020

Members considered the allocation of reserves submitted by the Clerk and

RESOLVED: that the reserves allocation be recommended for approval at the next Council meeting.

193. POTENTIAL PROJECT FUNDING

The Clerk explained to members that following the reallocation of the earmarked reserves at 31.03.20 there was a sinking fund total of £100,908 for the replacement all weather pitch mat and this is expected to cost approximately £140,000 giving a shortfall of £40,000. Building a new office above the garage at the pavilion is expected to cost in the region of £120,000. This amount has been allocated in earmarked reserves, however this would leave general reserves low. The options for funding are to apply for grants or to apply for a loan from the Public Works Loan Board if grant applications aren't successful. PWLB rates are very low at present.

Members **AGREED** that the Clerk should start investigate funding sources for both projects and the Clerk will also contact the school to seek funding from KCC towards the 3G mat as they have a lot of use of it and cause wear and tear.

194. REVIEW OF FIXED ASSET REGISTER 31ST MARCH 2020

Members **AGREED** that the fixed asset register be accepted.

195. ALL WEATHER PITCH INCOME AND EXPENDITURE

The Clerk has updated the summary of income and expenditure from 2008 to 2020 for the pitch. The Clerk reported that the surplus of income over expenditure this year to add to the sinking fund was £3918 giving a total fund available for the replacement mat at 31.03.20 of £100,908 held in earmarked reserves.

196. RESERVES HELD ON DEPOSIT INFORMATION

Members noted the information below showing where reserve funds are held on deposit in addition to the Unity Trust current account.

Nationwide 95 day notice a/c 0.4% interest rate	£84,885
Hampshire Trust 1 year fixed term to 18/6/2021 1% interest rate	£85,000
Cambridge Building Society Council Savings A/c 0.1% interest rate	£50,000

Total deposits	£219,885
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197. FEES & CHARGES 2021/22

Members considered the proposed increase in fees. The Clerk reported that the cemetery fees had been set just below those of fees at Thanet cemeteries.

RECOMMENDED: That the fees and charges be set at the levels contained within the report attached to the minutes.

198. BUDGET PROCESS 2021/22

RECOMMENDED: (i) That the staff's salaries be increased by 2%; and the Clerk's salary be increased in line with NALC pay award for spinal scale point SCP 32 (expected to be 2.75%) the Assistant Clerk's salary be increased to the new spinal point SCP24 on the SLCC salary scale;

and (ii) that Council approves the draft budget as submitted and to request from TDC a Precept sum of £88,100 for the year 2021/22, this would give an increase of £4.32 pence per annum which represents an annual charge of £69.30 pence or £1.33 pence per week on a Band D property or 6.65% increase per annum on a band D property;

Chairman of the Committee

Meeting closed at 7.24pm