

DALWOOD PARISH COUNCIL

Minutes of special meeting held on 28th January to set precept

Present: Cllr K G Laing (Chairman), Cllr G J Perry, Cllr L P White, Cllr C M Wyatt, T.M. Leat acting as Locum RFO

Apologises: Cllr T Hodges (Vice Chairman), Cllr A P Bengner, Cllr P H Lawrence

Cllr Laing thanked Cllrs for attending meeting to set precept and Mr Leat for agreeing to act as Locum RFO for purpose of submission of precept request following agreement for an hourly rate to act in such capacity. Mr Leat enquired as to progress in finding his replacement and advised that if no RFO was in place at years end he would be prepared to assist with completion of AGAR for same agreed hourly rate but was not in a position to resume position of Clerk.

Minutes of last meeting of 16th January was noted but could not be approved by this meeting as this was not a public meeting. To provide assistance Mr Leat pointed out that the following for consideration when discussing minutes

- £300 being held in Defibrillator fund had been intended to be used for replacement batteries rather than a sum of £50 assigned in budget each year as at present.
- The sum submitted by him had been for final wage as well as stationery
- Objection to planning application needed to be lodged on EDDC portal if not already done so to be a valid objection but if this had not already been done it was too late to do so now.
- If a grit spreader was to be purchased this would need to be included in budget before setting precept or taken from capital.
- As regards Risk Assessment Review he had not completed this and this remained an on going matter. He had however prepared an initial draft to start process and had suggested that this be a project taken on by a specific Councillor but which all Councillors need to engage with.
- Cllr Hodges should be asked to remove his contact details from website and replace this with his own or the Chairs contact details
- He was still receiving bank Statements and bank should be contacted to arrange redirection.
- A VAT reclaim needs to be made before 31st March

Budget setting and review of precept

Mr Leat then went through each line of budget and enquired of Councillors present if they were aware of any additional expenditure for forthcoming year or other need to revised budget. The matter of the intended grit spreader was discussed at this point. General feeling was that this was an unnecessary expense at the moment but could be considered again at a later date. Considered were the following

1. There was uncertainty as to future expenses of Clerk/RFO so suggested current figure for Wage cost remains
2. There was no perceived need to increase budget next year for Admin, Insurance, Audit, Hall Hire or subscription costs.
3. Figure for training may need to be reviewed if an inexperienced Clerk/RFO is appointed.
4. Figure for Grants remained at £500 so any grants above this sum would need to be met from reserves if budget for forthcoming year was not increased.
5. Maintenance. There remained concern that they was no "final figure" for bus shelter project but as this still could not be quantified it was agreed that if there was any excess over and above insurance payment received then this would need to be taken from reserves.
6. P3 Information previously requested from Mr Morgan was still not forthcoming. It was assumed that any P3 expenses for remainder of year and whole of next year would be met by grants and that no funds need to be set aside for P3 work from general budget

Taking the above into account Councillors present agreed there was no need for an increase in precept but that equally due to uncertainty in certain costs areas of budget they could not afford to set a lower budge for forthcoming year. The Locum RFO was therefore asked to submit forms to EDDC to request precept payment of £7,120 which he agreed to do straight away and report back to Chair.

Signed

Dated