

Medstead Parish Council

Minutes of a meeting of the **Finance and General Purposes Committee** held on
17th June 2015 at 8.00pm at Medstead Village Hall.

Present:

Councillor Deborah Jackson
Councillor Roy Pullen
Councillor Ken Kercher
Councillor Peter Fenwick

Also present: Katie Knowles, Clerk to the Council.

15.07 OPEN SESSION

There were no items.

15.08 APOLOGIES

There were no apologies. All Councillors were present.

15.09 DECLARATIONS OF INTEREST

There were no declarations of interest.

15.10 MINUTES

- a) The minutes of the meeting held on 29th April **were agreed** and **signed** by the Chairman as a correct record.
- b) The Clerk confirmed the Annual Return 14/15 has been submitted for external audit to BDO.

15.11 PENSIONS REGULATOR – AUTOMATIC ENROLMENT

The Committee considered the Council's obligations for automatic enrolment. Medstead Parish Council's staging date, is 1 November 2016. As an employer Medstead Parrish Council must pension provide a qualifying pension scheme and automatically enrol all 'eligible' workers from the staging date. Currently the Clerk does not qualify for automatic enrolment as her annual earnings sit below the threshold of £10,600 (15/16). The Clerk is therefore a 'non-eligible job holder' which means she is not eligible for automatic enrolment but can choose to opt in to the Council's scheme and benefit from employer contributions. The Committee reviewed the Pensions Regulator's checklist detailing the steps the Council is expected to complete in order to prepare for automatic enrolment in 2016. It was agreed that the next step for the Committee is to consider the cost implications for the Council. This will enable to the Council to build in the costs when the budget for 16/17 which is prepared in October 2015.

15.12 GRANTS POLICY

The Committee considered a draft grants policy and application form. A number of amendments were agreed. The revised document will be presented to the July Council meeting for adoption.

15.13 ELECTRONIC BANKING

The Committee approved the registration of the Clerk for electronic and telephone banking for the sole purpose of transferring funds between the Council's accounts.

The meeting was closed at 8.50pm.

Signed.....Chairman

Date.....