

SCOTTER PARISH COUNCIL

Minutes of an Extraordinary Meeting of the Council held on 4th December 2007

PRESENT: Councillor C. Day (Chairman), Councillors J. Allen, B. Billam, J. Bullivent, M. Brown, D. Capes, J. Fillingham, S. Rayner and A. Sheardown, M. Brown (Clerk).

163 2007/08 : To receive and approve apologies for absence

Apologies were received from Councillor Armstrong. Proposed by Councillor Billam, seconded by Councillor Brown and agreed, it was :

RESOLVED : To accept and approve the apologies from Councillor Armstrong.

164 2007/08 : To receive declarations of interest

Interests were declared by Councillor Day in relation to item 6 on the agenda (minute reference 168 2007/08), Councillor Sheardown in relation to item 7 (minute reference 169 2007/08), Councillor Capes in relation to item 8 (minute reference 170 2007/08) and Councillor Fillingham in relation to item 5 (minute reference 167 2007/08). The Councillors concerned stated their intention to abstain from voting on the respective matters.

165 2007/08 : To consider the installation (and the timing thereof) of a replacement safety surface under the gull-wing see-saw in the playground.

The Council considered the 2007 RoSPA survey report in respect of the condition of the safety surface under the gull-wing see-saw and the recommendations contained therein. The Clerk reminded the Council that the current problem is very similar to that encountered with the safety surface underneath the activity centre during 2004. At that time, the most cost effective solution found (after repair work repeatedly failed) was to install mats on top of the existing safety surface using the latter as a foundation - the resultant price being some 65% of the next cheapest quotation. In consequence, the Clerk has obtained a quotation from the same company to install mats on top of the current see-saw safety surface and, following negotiation, the best price achievable is £1755 plus VAT. Proposed by Councillor Sheardown, seconded by Councillor Bullivent and agreed, it was :

RESOLVED : To install safety play mats on top of the safety surface underneath the gull-wing see-saw at a cost of £1755 plus VAT.

Considering the projected year end cash balance (as it is unlikely that the Community Projects money set aside for the Biffa bid for the playing fields will actually be called for during this financial year), proposed by Councillor Brown, seconded by Councillor Sheardown and agreed, it was further :

RESOLVED : To install the mats during March 2008, in readiness for the Easter holiday period. The Clerk will place an order accordingly.

166 2007/08 : To consider whether to allow for the purchase of alternative village signage when setting the 2008/09 Precept.

Following a suggestion made by a parishioner during the Annual Parish Meeting 2007, brochures and prices have been obtained for the installation of attractive village signage at the entrances to Scotter village. As product quality and prices vary greatly, the total cost could be in the range £3000 to £6000 excluding VAT. In light of the cost, proposed by Councillor Fillingham, seconded by Councillor Sheardown and agreed, it was :

RESOLVED : Not to proceed with a scheme to install new village signage at this time.

167 2007/08 : To consider a request from Scotter Village Hall Association to release the donation provided for in the 2007/08 Precept and to include a further donation to the Association when setting the 2008/09 Precept.

The Council first considered the issue of the donation for the village hall set aside in the 2007/08 Precept. Proposed by Councillor Capes, seconded by Councillor Sheardown and agreed (with the exception of Councillor Fillingham who abstained), it was :

RESOLVED : To donate £4000 to Scotter Village Hall Association as provided for in the 2007/08 Precept. The Clerk will prepare a cheque for signature at the December Council meeting.

The Council then discussed the request for consideration of a grant during 2008/09 against the background of the proposed projects in relation to the hall, which include the refurbishment of the gents' toilets, the updating of the catering equipment in the kitchen and the provision of additional storage for the increasing number of users. It also considered the financial situation of the Association as at 30th September 2007. Proposed by Councillor Day, seconded by Councillor Brown and agreed (with the exception of Councillor Fillingham who abstained), it was :

RESOLVED : To include £4000 as a donation to Scotter Village Hall Association when setting the 2008/09 Precept.

168 2007/08 : To consider a request from Scotter War Memorial Playing Fields Committee to include an amount in the 2008/09 Precept to cover employers liability and public liability insurance at the field for the year commencing 1st February 2009.

The Clerk explained that the Council has previously approved this annual request and included an amount of £825 in its Precept for 2006/07 to meet the expected request in February 2008 (now estimated at £785). Whilst the cost in February 2009 is not known, an amount of £800 has been requested for inclusion in the 2008/09 Precept. The Council then considered the financial situation of the Playing Fields for the year to 31st March 2007. Proposed by Councillor Fillingham, seconded by Councillor Sheardown and agreed (with the exception of Councillor Day who abstained), it was :

RESOLVED : To include an amount of £800 to cover the cost of employers liability and public liability insurance at the playing fields when setting the 2008/09 Precept.

169 2007/08 : To consider a request from Scotter Junior Football Club to include an amount in the 2008/09 Precept to cover the cost of grass cutting at the playing fields.

The Council considered the letter of request from SJFC that explains that, whilst the club would expect the annual cost of cutting the existing fields to be a maximum of £1200 in an optimum growing season, it is hopeful that the new field will also be completed for the 2008/09 season and this would add an additional £360 to the cutting costs. It consequently asks the Council to set aside a total maximum of £1560 for 2008/09, with requests for recompense being supported by actual invoices. The Council then considered the financial situation of the Club for the year ended 5th July 2007. Proposed by Councillor Fillingham, seconded by Councillor Rayner and agreed (with the exception of Councillor Sheardown who abstained), it was :

RESOLVED : To include a maximum sum of £1560 when setting the 2008/09 Precept to cover grass cutting costs during that season, all as substantiated by invoices.

The Clerk reported that she has also been made aware that the extraordinary growing conditions during 2007/08 have led to grass cutting costs exceeding the expected maximum figure of £1200 (although the Council had allowed £1560 when setting the 2007/08 Precept as it had been hoped that the new field would have been completed during this year). An approach is likely to be made to the Council to cover an additional invoice, estimated at £350. Councillor Day declared an interest at this point and took no further part in the discussion. Councillor Fillingham suggested that a decision need not be made on this matter until a formal approach had been made to the Council. However, he further suggested that (for the sake of good order) an amount of £350 be included as potential spend this year when compiling the Precept numbers. This concept was supported by Councillors (excluding Councillor Day).

170 2007/08 : To consider a verbal request from Scotter Bowls Club to include an amount in the 2008/09 Precept to cover the cost of the bi-annual top dressing of the green (carried forward from the previous year) and a written request to include a further donation towards the cost of replacement of the mower.

The Clerk reported that the cost of the surface dressing is expected to be £500 and was initially requested for approval in the 2007/08 Precept and so approved. However, in light of the personal difficulties faced during the year by several of the committee members, it is highly unlikely that the work will be done before the end of March. Consequently, the Club would appreciate the monies being carried forward into the new financial year. Proposed by Councillor Day, seconded by Councillor Allen and agreed (with the exception of Councillor Capes who abstained), it was :
RESOLVED : To make an allowance of £500 in the 2008/09 Precept to cover the cost of the bi-annual top dressing of the green.

The Council then considered the Club's request for support in meeting part of the cost of a replacement mower in 2008/09, such cost currently estimated at £3850. It also examined the financial situation of the Club for the year ended 31st December 2006. Proposed by Councillor Fillingham, seconded by Councillor Allen and agreed (with the exception of Councillor Capes who abstained), it was :
RESOLVED : To include a further amount of £1000 when setting the 2008/09 Precept as a donation to Scotter Bowls Club towards the cost of a new mower, to be released on receipt of a copy of the invoice for the item.

171 2007/08 : To consider a request from the Parish Plan Committee to include an amount of £3000 in the 2008/09 Precept to facilitate project work in relation to the multi-use games area, new tennis courts and the North Moor Park football facility.

The Council noted the request received. As the Parish plan Committee has not been active for some time and the requests for grant support for Parish Plan projects have recently come from the specific organisation involved in the project (e.g. SUFC, Playing Fields Committee, etc.), it was agreed that this request would be considered as part of the annual Community Projects budget when setting the 2008/09 Precept figure.

172 2007/08 : To resolve whether, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting due to the confidential nature of the following business.

Proposed by Councillor Day, seconded by Councillor Bullivent and with all agreed, it was :

RESOLVED : That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting due to the confidential nature of the following item of business. With the public and press excluded :

173 2007/08 : To consider and approve a new rate of pay for the Clerk backdated to 1st April 2007 and to review the worked hours prior to setting the 2008/09 Precept.

The Council considered the paper provided in support of this agenda item in the absence of the Clerk, who left the room during the discussion. Proposed by Councillor Capes, seconded by Councillor Fillingham and agreed, it was :

RESOLVED : To approve the Clerk's pay rate at SCP32 of the 2007/08 National Salary Award for Local Council Clerks with effect from 1st April 2007.

Proposed by Councillor Fillingham, seconded by Councillor Billam and agreed, it was further :

RESOLVED : To increase the monthly worked hours to an average of 60 with effect from 1st April 2008.

With the Clerk, public and press able to return :

174 2007/08 : To consider and approve the Council's Precept requirement for the financial year 2008/09.

The Council considered the paper circulated with the agenda in relation to this item, which included an evaluation of payments expected for the rest of 2007/08 and an estimate of payments expected to be made in 2008/09, an evaluation of the income expected for the rest of 2007/08 and an estimate of income expected in 2008/09 (excluding the Precept amount) and an evaluation of the costs of running Scotter Cemetery. The expected payments figures were amended in light of the resolutions

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already passed at the meeting. The Council then considered the proposed payments and receipts on a line by line basis and made the following specific resolutions in support of or to amend the paper :

Proposed by Councillor Capes, seconded by Councillor Rayner, and agreed (with the exception of Councillor Day who abstained), it was :

RESOLVED : To include an additional amount of £500 in the 2007/08 forecast spend to cover the installation of a village seat and to provide the same sum when setting the 2008/09 Precept for the installation of a further seat.

Proposed by Councillor Day, seconded by Councillor Brown and agreed, it was further :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council intends to incur expenditure during 2008/09 on a skip service and to make a donation for a poppy wreath which, in the opinion of the Council, are in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure.

Proposed by Councillor Sheardown, seconded by Councillor Bullivent and agreed, it was

RESOLVED : To submit a request to the District Council for net cemetery expenses in the amount of £4425 for 2008/09. The Clerk added this amount to the expected income during 2008/09, taking the total expected income (excluding the Precept) to £9476.

On the conclusion of the line by line examination and taking into account the resolutions already passed, the summary position is as follows :

Opening Cash Book Balance at 01.04.2007	11,044.04
Add Projected Receipts to 31.03.2008	<u>42,925.75</u>
	53,969.79
Less Projected Payments to 31.03.2008	<u>48,852.63</u>
Projected Closing Bank Balance at 31.03.2008	<u><u>5,117.16</u></u>
Opening Cash Balance at 01.04.2008	5,117.16
Less Budgeted Payments for 2008/09	<u>48,801.60</u>
	-43,684.44
Add Budgeted Income for 2008/09 (excl. precept)	<u>9,476.00</u>
Nett Expenditure (excl. precept)	-34,208.44

The Council then considered and discussed an appropriate level of contingency to be applied to this figure to cover unexpected expenses and to allow for a year end bank balance. Proposed by Councillor Fillingham, seconded by Councillor Sheardown and agreed, it was :

RESOLVED : To submit to the District Council a Precept for 2008/09 to cover general expenses and election expenses in the amount of £37500. The necessary paperwork in support of this and in support of the resolution to request an additional £4425 for 2008/09 to cover net cemetery expenses was signed at the meeting.

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175 2007/08 : To approve the sale of a grant of Exclusive Right of Burial in grave space BB33 to Mr R. Wood of Scawby.

Proposed by Councillor Rayner, seconded by Councillor Brown and agreed, it was :

RESOLVED : To approve the sale of a grant of Exclusive Right of Burial in grave space BB33 to Mr R. Wood of Scawby. The Chairman and Vice Chairman then signed the appropriate Grant.

The Chairman declared the meeting closed at 8.47pm.

Clerk:

Chairman:

Date: