

SCOTTER PARISH COUNCIL

Minutes of an Extraordinary Meeting of the Council held on 7th December 2009

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

With no members of the public present, the meeting commenced at 7.31pm.

148 2009/10 : To receive and approve apologies for absence

Apologies were received from Councillor Billam who is on holiday and Councillor Altoft who is unwell.

RESOLVED : To accept and approve the apologies from Councillors Altoft and Billam.

149 2008/09 : To receive declarations of interest

Interests were declared by Councillor Capes in relation to item 7 on the agenda (minute reference 154 2009/10), Councillor Fillingham in relation to item 4 (minute reference 151 2009/10) and Councillor Day in relation to item 5 (minute reference 152 2009/10) due to their involvement in the organisations in question. The Councillors concerned stated their intention to abstain from voting on the respective matters.

150 2009/10 : To consider recommendations made by the Cemetery & Allotments Working Group

The Council considered the paper prior circulated in support of this item and

RESOLVED : To approve the following recommendations :

- To retain the memorial safety testing reserve until such time as a decision is made regarding future inspection methodology.
- To increase the machinery replacement reserve by £500 in 2010/11 to allow for the replacement of the small hand mower, and to scrap the large hand mower.
- To issue a tender for verge flail mowing and riverbank strimming for 2010/11 and to provide in the 2010/11 precept a sufficient sum for two high-quality cuts during the growing season.
- To provide a sum of £1850 in the 2010/11 precept to allow for the replacement of the gull-wing see-saw at the Scotton Road play ground.
- To make no specific provision in 2010/11 for repairs to or replacement of the gate to the small children's play area at the Scotton Road play ground, but to monitor its condition on an on-going basis.
- To provide a sum of £750 in the 2010/11 precept to cover the installation of appropriate hard standing to eliminate the potential for trip hazards adjacent to the senior swings.
- To provide sufficient sum in the 2010/11 precept to cover the excess of expenditure over income that is likely to result from the first year's operation of the three new areas of public open space (including two new play grounds), in light of the current low levels of interest.

151 2009/10 : To consider a request from Scotter Village Hall Association to release the donation provided for in the 2009/10 Precept and to include a further donation to the Association when setting the 2010/11 Precept.

The Council first considered the issue of the donation for the village hall set aside in the 2009/10 Precept and (with the exception of Councillor Fillingham who abstained), it was :

RESOLVED : To donate £4000 to Scotter Village Hall Association as provided for in the 2009/10 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 2010/11 against the background of the proposed projects in relation to the hall, which include the provision of improved storage for users' equipment and the updating of the kitchen, bar and the disabled toilet. The Council also considered the financial position of the Association as at 30th September 2009. With the exception of Councillor Fillingham who abstained, it was :

Initialed Chairman

RESOLVED : To include £4000 as a donation to Scotter Village Hall Association in the 2010/11 Precept.

152 2009/10 : To consider a request from Scotter War Memorial Playing Fields Committee to include £800 in the 2010/11 Precept to cover employers liability and public liability insurance at the fields and £260 to cover the filling in of rabbit and mole hills in the non-sports areas of the fields.

The Council has historically approved this annual request for recompense of insurance costs and included an amount of £800 in its Precept for 2009/10 to meet the expected request in March 2010 (currently estimated at £750). Whilst the cost in March 2011 is not known, the Council noted that the Committee has requested an amount of £800 to be included in the 2010/11 Precept for this purpose. It has also asked for recompense of the amounts expended on filling in mole and rabbit hills on the non-sports areas of the fields, at a maximum cost of £5 per week. Having considered the limited financial resources available to the Committee and 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 and an amount of £260 to cover the cost of rabbit and mole hill filling at the fields in the 2010/11 Precept.

153 2009/10 : To consider a request from Scotter Junior Football Club to include £1390 in the 2010/11 Precept to cover the cost of grass cutting and bank strimming at the playing fields.

The Council considered the letter of request from SJFC with accompanying quotation, showing how the sum requested would be spent during the 2010/11 cutting season. It also considered the financial position of the Club for the year ended 3rd June 2009 and :

RESOLVED : To include £1390 in the 2010/11 Precept to cover grass cutting and bank strimming costs during that season, such monies to be released on receipt of invoices in substantiation.

154 2009/10 : To consider a request from Scotter Bowls Club to include an amount in the 2010/11 Precept as a contribution towards planned project work

The Council considered the letter from the Bowls Club, which itemised the project work planned for 2010/11, including the replacement of the existing wooden fascia boards around the playing area with uPVC and the replacement of the floor coverings in the toilet & disabled toilet areas with non-slip material at a cost estimated at c. £1.6k. It also examined the financial position of the Club for the year ended 31st December 2008 and, with the exception of Councillor Capes who abstained, :

RESOLVED : To include £1000 in the 2010/11 Precept as a contribution towards these projects, such funds to be released on receipt of invoices in substantiation.

155 2009/10 : To consider a request from Scotter Good Companions to include an amount of £520 in the 2010/11 Precept to fund two coach trips.

The Council considered the letter from Scotter Good Companions, which requested the amount of £520 to cover the hire of buses for two coach trips. The Council also examined the financial position of the club and its expected bank balance at the end of its financial year (31st January 2010) and :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council intends to include £520 in the 2010/11 Precept to cover the cost of coach hire for two trips during that year (such trips to be open to the whole community and such monies to be released on receipt of invoices in substantiation) which, in the opinion of the Council, is in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure.

156 2009/10 : To consider a request from Grace Church for a donation towards its work with young people in Scotter

The Council considered the letter from Grace Church requesting support for its activities, considering that hall hiring costs for the youth club and the drop-in centre amount to c. £1.2k per annum and costs

for craft materials, computer games, etc. approach a similar figure. The Council commended the substantial efforts exerted by Grace Church in providing activities for young people and
RESOLVED : To include £250 (to be made payable in December 2009) as a contribution towards costs in the remainder of 2009/10 and to include the sum of £1000 in the 2010/11 Precept towards the project work with young people, such funds to be released on receipt of invoices/receipts in substantiation.

157 2009/10 : To consider a request from West Lindsey Citizens Advice Bureau to include an amount in the 2010/11 Precept in support of its work.

The Council considered the request for assistance against the background of the significantly increased debt-management workload faced by the local CAB due to the current economic downturn and
RESOLVED : To include £200 in the 2010/11 Precept in favour of West Lindsey Citizens Advice Bureau, such monies to be paid in April 2010.

158 2009/10 :To consider a request from the Lincolnshire Playing Fields Association to include an amount in the 2010/11 Precept in support of its work.

The Council considered the letter provided in support of this item and
RESOLVED : To pass the letter to the Playing Fields Committee for attention.

159 2009/10 : 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 for the next item of business.

RESOLVED : To exclude the public and press for the next item of business only on the basis that it involves a discussion on an employment matter.

160 2009/10 : To discuss the position in respect of the litter picking scheme and its impact on the 2010/11 Precept.

The Council considered the paper provided in support of this item and
RESOLVED : To include a sum of £2.1k in the 2010/11 Precept to cover the costs of employing a part-time litter picker on the expectation that employment issues can be resolved by that time, and to release the monies (£520) set aside for such costs in the remainder of 2009/10 as they are now highly unlikely to be spent.

With the public and press able to return :

161 2009/10 : To consider and approve the Council's Precept requirement for the financial year 2010/11.

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 2009/10 and an estimate of payments expected to be made in 2010/11, an evaluation of the income expected for the rest of 2009/10 and an estimate of income expected in 2010/11 (excluding the Precept amount) and an evaluation of the likely excess of expenditure over income in the running of the (soon to be adopted) new areas of public open space during 2010/11. The expected payments figures were amended in light of the resolutions 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 :

With some wear and tear starting to be visible, it was

RESOLVED : To include £450 in the 2010/11 Precept to re-paint the War Memorial plinth.

In light of the increase in Precept demand that will be caused by the removal by WLDC of the cemetery subsidy (£4425) and the Council's 25% share of the cost of the part-time Community Development Worker (£5000), it was

RESOLVED : To reduce the budget for general maintenance and seat/litter bin replacement to £200 in the 2010/11 Precept.

Initialled Chairman

Considering the progress that is now being made in relation to the playing fields projects and the need for seed funding to attract funds from major providers, it was

RESOLVED : To include a sum of £3000 in the 2010/11 Precept towards community projects.

Considering the initial additional (one-off) work that will be required in training and developing an Assistant Clerk and allowing for the assistant to work a minimum of 15 hours per month, it was

RESOLVED : To include a sum of £11,000 in the 2010/11 Precept to cover the annual wages and employment costs of the Clerk and Assistant Clerk.

With an additional employee requiring access to computer equipment, etc., it was :

RESOLVED : To increase the budget for meeting room and office hire to £1200 in the 2010/11 Precept to cover the costs of hiring the office for an additional morning each week.

It was further :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council intends to make a donation of £75 in 2010/11 for a poppy wreath which, in the opinion of the Council, is in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure.

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 01.04.2009 | 12,270.71 |
| Add Projected Receipts to 31.03.2010 | 46,026.61 |
| | 58,297.32 |
| Less Projected Payments to 31.03.2010 | 47,353.03 |
| Projected Closing Bank Balance at 31.03.2010 | 10,944.29 |
| Opening Cash Balance at 01.04.2010 | 10,944.29 |
| Less Mower Replacement Reserve at 01.04.2010 | 1,600.00 |
| Less Memorial Safety Reserve at 01.04.2010 | 1,200.00 |
| Less Tree Replacement Reserve at 01.04.2010 | 150.00 |
| Less Key Deposit Reserve | 48.00 |
| Less Budgeted Payments for 2010/11 | 58,689.60 |
| | - 50,743.31 |
| Add Budgeted Income for 2010/11 (excl. precept) | 5,593.50 |
| Nett Expenditure (excl. precept) | -45,149.81 |

Initialled Chairman

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 and it was :
RESOLVED : To submit to the District Council a Precept for 2010/11 to cover general expenses in the amount of £47500. The necessary paperwork in support of this will be completed and signed at the December Council meeting.

The Chairman declared the meeting closed at 8.33pm.

Clerk:

Chairman:

Date: