

MINUTES OF BUDGET MEETING OF SILVERTON PARISH COUNCIL
held MONDAY 20th January 2020

Present: Cllrs A Melville (Chairman), F Derbyshire, S Roach, K Faulhaber, V Maylan & E Trebble

Minute 113142 Apologies for absence

No apologies received

Minute 113143 Meeting open to members of the public – 10 minutes

No members present

Minute 113144 Budget items for consideration to include:

(i) Replacement of rope swing/roundabout

A quotation had been received in June for a replacement crocodile swing in the sum of £3,965 for the unit, installation costs of £2,147.00 and carriage costs of £290.00. This gave a total cost of £6,402.00 + VAT

With regard to a replacement Roundabout, Sutcliffe Play had provided figures for a variety of roundabouts.

There would be S106 funds available to use towards the provision of play equipment via the development at 5 Old Butterleigh Road. A total payment of £6822.00 will be from this development. However, a variation of the S106 Agreement was signed off on 9th January 2020 and it is understood it is the intention of the Developer to sell off the plots to 5 individual developers who would each be responsible for paying their own portion of the total S106 due. These funds are not immediately available but should become available in due course.

Cllr Roach proposed the Parish Council provide a roundabout with a second piece of equipment when the S106 funds are available. Cllr Trebble seconded the proposal. A vote was taken which was unanimous

(ii) Consider possibility of Toddle Area in Recreation Field

Queries were raised as to what an additional toddler area would provide that the current area does not. It was noted the original proposal was to provide an area for toddlers where they could be safe and not knocked over by older children.

Cllr Faulhaber had obtained quotations for potential pieces of equipment and he stated that to purchase 5 pieces would cost £16,794 + VAT with 7 pieces costing £29,800 + VAT. Trim Trail would cost circa £10,000 for 4-5 pieces of installed simple pieces of equipment. The cost of fencing would also need to be considered and this would be circa £7,875.00 + VAT

S106 funds available for this project currently stand at £1,250.00

The Chairman proposed the project remains of interest but is deferred until a funding stream can be found. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous

(iii) Consider donation to village Christmas Celebrations for 2020

Cllr Roach proposed the Parish Council make a £100 donation. Cllr Maylan seconded the proposal. A vote was taken which was unanimous

(iv) Consider wildflower areas for the Parish

After discussion the Chairman proposed that due to financial constraints this project is deprioritised unless significant funding/grants become available. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

(v) Refurbishment of Parish Clock

The Chairman pointed out the Parish Council had made a decision to go ahead with the refurbishment of the Parish Clock but had not built scaffolding costs into the cost of the project. A quotation in relation to the scaffolding costs was still awaited and therefore only an estimation could be put into the budget

The Chairman proposed that an allowance be included in the budget for scaffolding. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous

(vi) Quotation re disability access to Little Rec

A quotation had been received from Andy Isaac which the Chairman opened and which was based on the recommendations in the Access Report. The quotation was £1,690.00. There is currently \$106 monies available to cover this project.

The Chairman proposed Mr Isaac's quotation was accepted. Cllr Roach seconded the proposal. A vote was taken which was unanimous.

It was agreed the Clerk would enquire of the County Council if they will provide the bollards needed at the edge of the pavement to ensure disabled safety

(vii) Consider provision of/access to Parish Lengthsman for the Parish

Cllr Faulhaber stated there was not sufficient work in the village for a full time Lengthsman but there would be work to be carried out on an ad hoc basis. After discussion the Chairman proposed the Clerk continues to make enquiries as to costs and availability of a Parish Lengthsman on an ad hoc basis. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous

(viii) Safety review of trees situated in Recreation Field

The Chairman pointed out there were 3 trees which border Coach Road and which are on Parish Council land and he suggested an inspection should be carried out on these trees as per the inspection carried out on the Lime Trees last year. Cllr Roach proposed the Council approach Hi-Line for a report. Cllr Faulhaber seconded the proposal. A vote was taken which was unanimous

Minute 113145 Consider asset transfer of MDDC grass areas and tender received for grassing cutting MDDC areas in the Parish for financial year 2020/2021

It was noted that a lot of complaints received from Parishioners related to the state of grass cutting within the village especially during the Summer months. A quotation had been received from our contractor to cut the additional pieces of grassed land if these were asset transferred by MDDC. The additional cost of grass cutting would be £2,850.00 per annum.

After discussion Cllr Roach proposed the Parish Council accept this quotation. Cllr Maylan seconded the proposal. A vote was taken which was unanimous.

Minute 113145 Consideration of Financial Reserves

The Chairman explained that in line with the Parish Council's Financial Reserves Policy money can be moved into different areas. An "Earmarked reserve" would be used to earmark money which had been allocated the previous financial year on a particular project but not yet been spent and it was also a way to put aside money for future, as yet unknown, costs which need a sinking fund i.e. playground, trees etc.

A "General reserve" is a contingency fund. The recommendation is that the Parish Council retain in this account sufficient to cover 6 months annual expenditure or in times of extreme financial pressure sufficient to pay 3 months staff wages.

The Chairman explained the Parish Council had received receipts during the year of £21,0880.81

The Bank reconciliation showed the balance on account and expected expenditure to 31/3/2020 giving a total anticipated credit balance as at 31/3/2020 of £9,091.52.

The Business Reserve Account held the sum of £9,526.30

The balance in hand as at 31.3.2019 was £18,617.82

The Chairman suggested the monies not spent during the financial year 2019/2020 of £8,617.00 be moved into an Earmarked Reserve Fund with the sum of £2,250.00 being held in the General Reserve. This leaves a balance of £7,750.00 which he suggested goes forward to assist with the precept for 2020/2021.

After discussion the Chairman proposed the above suggested amounts be transferred to the Earmarked Accounts. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

Minute 113146 Approve appointment of Internal Auditor

The Chairman explained that our Internal Auditor for the financial year 2019/2020, James Dishman, had been kept up to date on decisions re finance and had been provided with copies of all Minutes during the year. A quotation had been received from Mr Dishman to carry out the internal audit for the financial year 2019/2020 in the sum of £400.00 + VAT

A second quotation had been received from Alison Marshall, clerk at Thorverton, who was qualified to carry out internal audits and this was in the price range of £175 to £200.

After discussion the Chairman proposed Mr Dishman be appointed the Parish Council's Internal Auditor to inspect the accounts for the financial year 2019/2020. Cllr Maylan seconded the proposal. A vote was taken which was unanimous.

Minute 113147 To consider budget papers prepared by Clerk/Chairman and set precept for the financial year ending 31 March 2021

The budget papers prepared by the Chairman and Clerk were considered and various amendments made as per the Anticipated Expenditure sheet. After discussion the Chairman proposed the Parish Council agree a precept of £26,500.00 for the financial year 2020/2021. Cllr Derbyshire seconded the proposal. A vote was taken which was unanimous.

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