

DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes so they may be subject to change. Please check the minutes of the next meeting to confirm whether or not they have been amended

Minutes of a Meeting of Tywardreath & Par Parish Council Finance Committee held on 7th December 2023 at 6pm at the Methodist Chapel, Tywardreath

Present Cllr Phillips (Chairman), Cllr Hughes, Cllr A Wildish,

In attendance The Parish Clerk, Sally Vincent
1 member of the public (part)

23/14 Apologies Cllr C Wildish (*ex officio*)

23/15 Declaration of Interests

1. Pecuniary - None
2. Non registerable – None
3. Dispensations – Cllr Hughes has been granted a dispensation by the Parish Clerk in any matters pertaining to allotments, effective until May 2025.

23/16 Public Questions

None

23/17 Minutes of the meeting of 3rd August 2023

Proposed Cllr Hughes, seconded Cllr A Wildish and RESOLVED that the minutes be confirmed and signed by the Chairman

23/18 Matters arising on items not on the Agenda - *for report only*

None

23/19 To consider risk assessment schedules, including public liability and fidelity cover and sign off

Environment Committee risk assessment schedules were not available. It was proposed by Cllr Hughes, seconded Cllr A Wildish and RESOLVED that the public liability and fidelity cover was adequate and the general risk assessment schedule should be signed off, incorporating the proposed amendments suggested by the Parish Clerk. Ongoing management of Environment Committee responsibilities to be an agenda item at full Council in the new year.

23/20 To review Parish Clerk Job Profile/Salary/Hours

It was proposed by Cllr Phillips, seconded Cllr Hughes and RESOLVED that the Clerk's hours should remain at 12 per week, the SPC should rise to point 37 and the existing arrangement to cover holiday pay should continue.

23/21 To review Earmarked Reserves 2023/2024 and Allocate Earmarked Reserves 2024/2025

Members agreed that there was nothing of particular note relating to the

2023/2024 reserves, apart from that the devolution of Vine Place was still awaited so the reserve had not been called upon.

It was proposed by Cllr A Wildish, seconded Cllr Hughes and RESOLVED that the following reserves should be earmarked for 2024/2025

| | |
|--------------------------|----------|
| Flood Plan | £500 |
| Vine Place | £40,000 |
| Clerks Gratuity | £6,675 |
| Public Seating | £1,500 |
| Hamleys Corner | £100,000 |
| Footpath Contingency | £250 |
| Community Assets Support | £4,000 |
| Election Expenses | £4,000 |

23/22 Budget 2024/2025

The Environment Committee had not submitted a proposed budget for consideration so members calculated probable income/outgoings. Having reviewed all the financial information available, including expenditure to date, a draft budget was then formulated and Cllr Hughes proposed, Cllr A Wildish seconded and it was RESOLVED that a recommendation should be made to full council that the precept for 2024/2025 should increase by 23% to £58,068.00. Members noted that, although this appeared to be a significant rise, in real terms it was only a small amount for each household.

Date of Next Meeting – to be arranged

Meeting Closed 6.34pm