



MARTOCK PARISH COUNCIL

Finance and Resources Committee

Minutes of a meeting of the Finances and Resources Committee

Wednesday 30th October 2019 at 7pm in the Market House, Martock

Present: Cllrs Neil Bloomfield, Marilyn Butler, Mark Warr and Jenny Becker

In attendance: Adam Persson (Clerk), Robert Noakes (RFO), Cllr Louise Clarke and one member of the public

Apologies:

No.	Subject	Comments
51/19	To appoint a Chair of the meeting	<p>In the absence of a Chair of the Committee, under Section 10.1 of MPC Standing Orders, a resolution was moved without notice to appoint a Chair from the members present.</p> <p>A proposal was put forward that the Committee appoint Neil Bloomfield to chair the meeting. Jenny Becker proposed, and Marilyn Butler seconded the proposal.</p> <p>Unanimously AGREED.</p>
52/19	Parishioner participation – to hear any matters raised by members of the public	No matters were raised.
53/19	Announcement that the meeting may be filmed or recorded	<p>An announcement was made that the meeting may be filmed or recorded.</p> <p>It was AGREED not to record the meeting.</p>
54/19	To receive any apologies for absence	No apologies had been received.
55/19	To receive any declarations of interest	No declarations received
56/19	To receive a report on any dispensations granted	No dispensations granted

57/19	To agree the minutes of the meeting of 24 th July 2019 and deal with any matters arising	The minutes of the meeting were approved as a true record (enclosure) and signed by the Chair.
58/19	To confirm the actions agreed upon at that meeting have been completed	The Action List (enclosure) was reviewed. All actions had been completed.
59/19	To note the authorised payments for July, August, September and October	The authorised payments for July, August, September and October were noted by the Committee. It was AGREED to provide Mark Warr with an online banking card reader. ACTION: RFO
60/19	To approve the hiring of a traffic consultant to undertake a review of the Coat Road Development traffic assessment at a cost of £1,950.00	The hiring of a traffic consultant was discussed. A proposal was put forward that the Committee hire traffic consultants, SLR Consulting to undertake a review of the Coat Road Development traffic assessment at a cost of £1,950.00. Mark Warr proposed, and Jenny Becker seconded the proposal. Unanimously AGREED . ACTION: Clerk
61/19	To approve the hiring of a planning expert at a maximum cost of £5,000.00	The role and purpose of a planning expert was discussed. A proposal was put forward that the Committee hire a planning expert at a maximum cost of £5,000.00. Jenny Becker proposed, and Marilyn Butler seconded the proposal. Unanimously AGREED . ACTION: Clerk and Neil Bloomfield
62/19	To approve the JISC compliant website development costs of £3,520.00	A proposal was put forward that the Committee approve the JISC compliant website development costs of £3,520.00. Jenny Becker proposed, and Marilyn Butler seconded the proposal. Unanimously AGREED . ACTION: Deputy Clerk
63/19	To discuss County Lines training for Councillors	County Lines was a growing problem nationally and locally. The CYP were arranging training for Youth Workers and the question of whether it was advisable to train Councillors had been raised.

		<p>It was AGREED to discuss the possibility of inviting Councillors to the Youth Workers' training session with CYP and if agreeable, to offer Councillors the opportunity to attend should they so wish.</p> <p>ACTION: Clerk</p>
64/19	To discuss a request from the Parish of Long Load to join the SID scheme	<p>Long Load had been part of the old SID scheme with Martock and Ash but had then opted out.</p> <p>The possibility of renting out the SIDs was discussed. It was AGREED to recommend to Full Council that a SID can be rented out for a cost of £75.00 per week or £100.00 for two weeks.</p> <p>ACTION: Clerk</p> <p>It was further AGREED to offer this facility to Long Load Parish.</p> <p>ACTION: Neil Bloomfield</p>
65/19	To discuss a 3 years annual grant to St. Margaret's Hospice as part of a larger South Somerset Parishes initiative and make recommendations to Full Council	<p>A 3 years annual grant was discussed. Other Councils were actively pursuing this proposal but there were issues of a sensitive nature surrounding St Margaret's. It was AGREED to take this matter to Full Council</p> <p>ACTION: Clerk</p>
66/19	To approve overtime payments in place of TOIL for the Services Team for special events	<p>The Services Team when working more than their contracted hours, took time back in lieu of overtime pay. Whilst this was manageable in the normal course of their duties, special events required a large commitment in terms of hours over the contracted amount, that led to a negative impact on service provision when having to take the overtime accrued.</p> <p>A proposal was put forward that the Committee approve overtime payments in place of TOIL for the Services Team for special events. Mark Warr proposed, and Jenny Becker seconded the proposal.</p> <p>Unanimously AGREED.</p> <p>ACTION: Clerk</p> <p>The number of hours to be budgeted for would be discussed at Full Council in confidential session.</p>
67/19	To discuss any strategic items and any significant issues to be considered imminently in committee	<p>It was AGREED to mark the semi-retirement of Linda Batten who would be continuing as Caretaker of the Parish Hall at the Full Council meeting in November.</p>

		ACTION: Clerk
68/19	To discuss any received correspondence relevant to the committee	There was no relevant correspondence.
69/19	To agree the date of the next meeting of the Committee on Wednesday 26 th February 2020 at 7.00pm	Date of the next meeting was noted.
70/19	To resolve that the press and public be excluded from the remainder of the agenda due to the confidential nature of the business to be transacted	It was resolved to exclude the press and public from the remainder of the agenda due to the confidential nature of the business to be transacted.
71/19	To approve the creation of a budget line for ceremonial events as recommended by the Confidential Event Working Group	<p>The recommendations of the Confidential Event Working Group were discussed.</p> <p>A proposal was put forward that the Committee approve the creation of a budget line of £1,000.00 for ceremonial events as recommended by the Confidential Event Working Group. Jenny Becker proposed, and Marilyn Butler seconded the proposal.</p> <p>Unanimously AGREED.</p> <p>ACTION: Clerk</p>
72/19	To discuss HR matters	The Committee were advised of the positive outcome of an HR procedure.
73/19	To have an initial discussion regarding agreeing the budget and setting the precept for 2020 – 2021	The proposed budget and precept, based on September forecast end of year outcomes, were discussed in detail and amended by agreement. It was AGREED to recommend that the draft 2020/21 budget and precept forecast be approved at the next Full Council meeting (subject to ratification in open session at the January meeting).

The meeting closed at 8.40pm

Approved (date): _____

Signed by the Chair: _____