

ELLOUGHTON-CUM-BROUGH TOWN COUNCIL

**MINUTES OF A MEETING OF THE ADMINISTRATOR AND FINANCE COMMITTEE
HELD ON MONDAY 26 NOVEMBER 2012 AT THE COUNCIL OFFICE, WELTON ROAD**

Public Forum – no members of the public or press were present at the meeting.

Present: Councillors Davis (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Mrs Duckles, Galbraith, Mrs Smith

1. **TO ACCEPT APOLOGIES** - none
2. **TO ACCEPT DECLARATIONS OF INTEREST**

Councillor Mrs Duckles declared a non-pecuniary interest in Item 7 amenity sweeper wages.

3. **TO DECIDE ON A GRANT APPLICATION TO THE ATKINSON TRUST**

It was proposed by Councillor Mrs Duckles, seconded by Councillor Mrs Smith and agreed unanimously to request a grant from the Atkinson Foundation for the refurbishment of Elloughton crossroads including two new seats and a litterbin. It was agreed to ask the Atkinson Foundation if they would wish to add plaques to the seats and litter bin.

Resolved: To request a grant totalling £4045 from the Atkinson Foundation for the refurbishment of Elloughton crossroads.

4. **TO DECIDE ON VILLAGE HALL FUNDING AND BOOKINGS**

It was proposed by Councillor Davis, seconded by Councillor Galbraith and agreed unanimously to pass the Village Hall bookings back to the Village Hall Management Committee and set the grant to £1,500 for 2013/14.

Resolved: To pass the Village Hall bookings back to the Village Hall Management Committee and give a grant of £1,500 in 2013/14.

5. **TO CONSIDER GRANT APPLICATIONS**

5.1 **To Decide on Grant Application from Elloughton-cum-Brough In-Bloom** - Consideration was given to an application for £200 towards production of hessian bags to sell for fundraising. It was decided not to give the grant.

5.2 **To Decide on A Grant Application from Elloughton-cum-Brough Parochial Church Council (PCC)** – The PCC requested an increase in the usual £1,500 annual grant to help towards increased maintenance charges for the churchyard. It was proposed by Councillor Mrs Brogden, seconded by Councillor Galbraith and agreed unanimously to set the grant to £2,000 for 2013/14.

Resolved: To give Elloughton-cum-Brough PCC a grant of £2,000 in 2013/14.

6. **TO DECIDE ON ALLOCATION OF RESERVES FOR 2013/14**

It was proposed by Councillor Davis, seconded by Councillor Mrs Galbraith and agreed unanimously to reallocate the Council's reserves to: £9,000 for election and the balance to general reserves.

Resolved: To reallocate the Council's reserves to: £9,000 for possible election costs and the balance to general reserves

7. TO DECIDE ON RECOMMENDED PRECEPT BUDGETS FOR 2013/14 FOR SUBMISSION TO A FULL COUNCIL MEETING TO BE HELD ON 11 DECEMBER 2012

To assist the Committee in making recommendations the Clerk had submitted a report with supporting documents containing budget proposals for consideration. Members considered each budget and discussion took place on the ERYC de-minimis special expenses threshold. Following expenditure from balances over recent years it was strongly recommended by the Clerk that Council start to build on reserves to achieve the recommended reserve amount of between 3 and 12 months of the Precept. In particular it was advised that reserves be built up to prepare for repairs/replacement of play equipment in the council's play park.

It was proposed by Councillor Davis, seconded by Councillor Mrs Galbraith and agreed unanimously to recommend to Full Council a Precept total of £151,800 to include an amount of £3,000 for the Elloughton Road Play Area / Elloughton Road Play Area Reserves.

Resolved: Recommendation to Full Council to request a Precept of £151,800 for the financial year 2013/14, under the following budget headings.

Footway Lighting Maintenance	1,530.00
Amenity Sweeping - Equipment	300.00
Amenity Sweeping - Salaries	2,180.00
Remuneration	66,140.00
Agency Workers - Sweeping/deliveries	16,944.00
Administration	8,200.00
Parish Office Accommodation	11,600.00
Village Environment	14,000.00
Arts & Pubs - press/guide/leaflet/map	4,000.00
Grants Playing Field Association s137	500.00
Village Hall s145	1,500.00
Cemetery s214(a)	2,000.00
Citizens' Advice Bureau s137	3,000.00
Ell/Brough in Bloom s137	1,000.00
Brough Voluntary Action s137	700.00
PWLB Community Centre loan	8,791.00
Salt Bin Refills	3,415.00
Contingencies / Projects	3,000.00
Elloughton Road Play Area / Reserves	3,000.00
	151,800.00

Clerk's Note: On 27 November 2012 the Government announced plans which change ERYC's tax base estimates for town/parish councils. The provisional tax base for Elloughton-cum-Brough for 2013/14 has now reduced from 3829.02 to 3641.26 (subject to agreement by ERYC Cabinet 11 December 2012 & Full Council 9 January 2013). The reduction is mainly due to the replacement of council tax benefit with a new council tax support scheme from 1 April 2013. Council tax support will now be recognised as a discount on council tax bills which has the effect of reducing the tax base. The Government's previous proposal was that town/parish councils would be unaffected by this change. However, now if the precept remains the same as this year, individual household Precept tax will increase but if the Precept is set so that the individual household Precept tax remain the same, the overall Precept amount will be less.

ERYC will receive funding from the Government to pass down to town/parish councils which will partially off-set the impact of these changes. An announcement of the amount of funding is expected from the Government in mid-December. ERYC will then decide how this funding will be allocated. Unfortunately, there is also the potential for further changes to be announced in the local government finance settlement in mid-December. ERYC have extended the deadline for Precept requests until January when the financial implications should be clearer.

Jane Smith, Clerk to the Council

Signed as a True and Accurate Record by the Chairman Date