



**Finance and Policy Minutes
3rd December 2018**

Public Session (10 minutes) No members of the public were present.

Present Cllr Arnold (Chairman) Cllrs Willis, Wimberley, Dodd, Payne, Hodges and Musialski

Apologies Cllr Austin

Dispensation requests None

The Chairman opened the meeting at 7.20pm

No	Topic	Discussion points	Outcome/action
1.	Approve draft minutes meeting held on 16.10.18	Circulated with the agenda	Proposal: Cllr Payne Proposer: Cllr Dodd Carried with 2 abstentions
2.	Matters arising not on the agenda – for report only	<ul style="list-style-type: none"> Audit 2017-18. There are no recommendations. War Memorial. Now that the final bill from Williams and Triggs has been received the Clerk will apply to DCC for £500.00 grant award. 	Noted. Noted.
3.	General Data Protection Regulation Discuss policy to recommend to full Council	No further information was available regarding legislation parish councils.	It was agreed to carry this item forward to the next meeting
7.	Precept and budget 2019/20 <i>Discuss and agree recommendation to full Council</i>	In order to prepare for this item committee members had been given information at October's meeting on last year's budget and actual spend, this year's budget and earmarked/general reserves. The Chairman reiterated Teignbridge District Council's intention to cease paying council tax support grant due to funding cuts. Anticipated spend on each budget line was discussed and suggestions made on how savings could be made. Careful consideration was given to increasing the precept and the effect on parishioners. The suggested 2% increase along with the predicated inflation rate and removal of the council tax grant would result in an approx. 6% decrease in spending power.	Proposal: to recommend to Full Council the attached proposed draft budget and precept request for 2019/20. Proposer: Cllr Arnold Seconder: Cllr Willis Carried

8.	Okehampton District Community Transport Group <i>Request for funding</i>	Cllr Wimberley stated that Morecare do not currently offer financial assistance the Okehampton District Community Transport Group.	Proposal: to write thanking the Group for their help with local requirements but that the Parish council is unable to contribute at this time. Proposer: Cllr Hodges Seconder: Cllr Payne Carried
9.	Any other financial issues	Communities Together Fund (CFT) was previously known as the Elector fund closing date is 16 th January 2019. The grant is based on £1.10 per elector in the parish, based on the electoral role as at Feb 2018.	It was agreed for the Clerk to circulate this information via email and social media for groups and clubs to apply.
Signed:			Date:

Draft Moretonhampstead Parish Council budget 2019-20

Income	Actual 2017/18	Budget 2018/19	Budget 19- 20 2019/20	Notes
Precept	36,605.0 0	37,967.0 0	38726.00	2% increase
Council Tax support grant	2,860.00	2,570.00	0.00	No longer granted
Allotment Income	595.00	615.00	630.00	Small increase
Cemetery Income	4,748.00	5,000.00	5000.00	Estimated
Sundry Income *	3,260.25			*2017/18 - DAA Ambulance fund
Bank Interest	22.36	25.00		
Grants received	6,019.60			
Open spaces income	627.00			
Website	290.00	500.00	300.00	Estimated
Total	55,027.2 1	46,677.0 0	44,656.00	

Expenses	Actual 2017/18	Budget 2018/19	Budget 19- 20 2019/20	Notes
Staff Salaries and pension	18,712.3 0	20,000.0 0	20200.00	Review hours/workload
Staff/Cllr Training	55.00	200.00	100.00	Suggest new Councillor training held locally and shared with neighbouring parish
Election costs	300.00	300.00	300.00	
Technical books	50.00	100.00	0.00	Suggest using DALC more for advice
Coffee/Tea and Milk	56.48	100.00	80.00	
Rent and Electricity	3,374.09	4,000.00	4000.00	
Rates	0.00	0.00	0.00	
Printing and Stationery	1,023.90	750.00	750.00	
Software	135.00	150.00	150.00	Accounts software updates/cover
Off Site Data Backup	0.00	100.00	100.00	Currently use dropbox - review alternatives
Telephone	303.96	300.00	300.00	
Post and Packing	51.10	100.00	50.00	
Venue Hire	205.00	200.00	200.00	
Bank Charges	85.63	200.00	100.00	
Insurance	774.22	750.00	800.00	
General Expenses	211.08	450.00	200.00	Stop sending anniversary bouquets
Chairman's Allowance	500.00	500.00	500.00	
Travel costs	49.20	200.00	100.00	
Professional Fees	791.01	1,500.00	800.00	DALC/Audit fees
Accountant's Fees	390.00	400.00	400.00	Accounts fees re.payroll
Purchase of assets		0.00	0.00	
Other payments		0.00	0.00	
Running Costs of all open spaces areas - the pound, henge, square, sentry & play area incl grass cutting, plants, paint etc	4,436.27	4,000.00	4500.00	
Additional grass cutting (verges)	500.00	500.00	800.00	Estimate £420 per cut - investigate DCC grant
Cemetery - interments	2,017.20	2,200.00	2200.00	Estimated
Cemetery - grass cutting	5,933.54	4,000.00	4500.00	Review cutting and number of cuts
Cemetery - wall and path	0.00	0.00	0.00	
Allotments	0.00	0.00	0.00	
External Grants incl S137	2,599.76	3,177.00	1626.00	
Project expenses	500.00	500.00	0.00	
Marketing Moreton	550.00	500.00	500.00	
New website maintenance/updates	1,005.00	1,500.00	1000.00	Annual maintenance/social media updates and domain registration fees
Discretionary grants	1,350.00		0.00	
Christmas switch on event			400.00	Banners/road closure signs etc
Total	45,959.7 4	46,677.0 0	44,656.00	