

## **DANEHILL PARISH COUNCIL**

Minutes of the Danehill Parish Council Finance Committee meeting held on Monday 18<sup>th</sup> January 2016 at 7.30pm in the Parish Office, Chelwood Gate Village Hall.

Present: C.Critchley, M. Mockridge, J. Blake, H. Montagu.

In Attendance: C. Gooders.

Meeting started at 7.31pm

There were 13 members of the public in attendance.

### **213. Apologies for Absence**

None.

### **214. Declarations of Interest**

None.

### **215. Minutes**

The Minutes of the Danehill Parish Council Finance Committee meeting held on 23<sup>rd</sup> November 2016, having been previously circulated were agreed and signed as a true record. Proposed Cllr. Mockridge. Seconded Cllr. Blake. Voting unanimous.

### **216. Matters Arising**

Cllr. Critchley – Wished to confirm that as stated the precept summaries (minutes 211A/B) were presented as draft documents.

### **217. Communications**

Letter dated 20<sup>th</sup> November 2015 – Open Spaces Society. Finance Committee recommends a payment of £100.00. Proposed Cllr. Mockridge. Seconded Cllr. Montagu. Voting unanimous.  
Email dated 14<sup>th</sup> January 2016 – Dr M. & Mrs P. Wells. See file.  
Letter dated 16<sup>th</sup> January 2016 – Mr N. Ward. See file.  
Email dated 18<sup>th</sup> January 2016 – Marisa Hayes, East Sussex County Council. See file.

### **218. Councillors' Allowances**

Cllr. Critchley – SALC have recommend that where necessary, councillors are paid an allowance. In doing so, it allows anyone wishing to be a councillor who is a parent of young children or a carer etc. can attend meetings by employing the services of a babysitter etc. Finance Committee recommends following amendment to Localised Financial Regulations:

#### **7. PAYMENT OF SALARIES & ALLOWANCES**

7.9 Part Following authorizations under NALC Legal Topic Note33 (LTN33) – Councilors' Allowance;

5 – Parish Councils: *Parish Basic Allowance – Regulation 25*, A parish council is able to pay a parish basic allowance for each year to its chairman only or to each of its elected members (regulation 25).

- a) The allowance is not a salary. It is a figure, which is calculated to cover the expenses, which are normally associated with the basic duties of being a local councilor. Travel and subsistence allowances are treated separately.
- b) Basic duties of a councilor include attendance at public meetings called by the council (Ordinary meetings, extra ordinary meetings, finance meetings, planning meetings and annual AGM's), and those not called by the council (committees whereby the council is represented).
- c) Allowance payments may be made to councilors for a maximum of 5 hours per month at the national minimum wage.

Proposed Cllr. Critchley. Seconded Cllr. Blake. Voting unanimous.

**219. Time Extensions to Maintenance Contracts for Danehill Burial Ground/Memorial Ground, Millennium Triangle, Danehill Recreation Ground, Jubilee Green and Chelwood Gate Village Green.**

Finance Committee recommends the following amendment to Localised Financial Regulations:  
11. Contacts. 11.1b The Clerk may invite tenders for a four year period (or the remaining term of the current council) and/or annually.

A cancellation clause to be included in the tender document.

Proposed Cllr. Critchley. Seconded Cllr. Blake. Voting unanimous.

**220. Danehill Parish Council, Sector Led Body for Audit Procurement**

Cllr. Critchley – Due to confusion over documentation received from SSALC, Danehill Parish Council agreed to opt out of the Sector Led Body for Audit (NALC), see Finance minutes 210 and Parish Council minutes 671. Danehill Parish Council erroneously understood that by employing the services of PKF Littlejohn as external auditors, they needed to opt out of the Sector Led Body. This is not the case. PKF Littlejohn will no longer be responsible for Parish Council auditing after year end 2016. NALC have created the Sector Led Body for Audit which will assume external auditing duties for Parish Councils when the PKF Littlejohn contract expires. Danehill Parish Council to use the Sector Led Body for future external auditing after 2016.

**221. To Finalise Precept Recommendation**

Cllr. Critchley – Important to remember that the Finance Committee do not make a decision about the precept, but arrive at a recommendation to be presented to full council.

Four possible draft precepts were discussed and agreed for presentation to full council. See attached. 220A/B/C & D. Council agree that the outcome of the forthcoming meeting (12st January 2016) with UK Power Networks regarding the proposed solar energy project would permit a change in the proposed precepts if the project was withdrawn. This would affect a change in how the balance brought forward is distributed.

Proposed Cllr. Critchley. Seconded Cllr. Mockridge. Voting unanimous.

The Committee agreed to publish full spreadsheet onto the Danehill Parish Council website.

**222. Date of Next Meeting**

T.B.A.

Meeting closed at 9.36pm

Anyone requiring sight of any attachments to these minutes, please contact the Clerk on 01825 740 731