

TIPTREE PARISH COUNCIL

MINUTES OF POLICY AND FINANCE COMMITTEE MEETING

A meeting of the Policy and Finance Committee took place on Monday 7th January 2019 at 7.00pm in the Meeting Room, Community Centre, Caxton Close

Present Cllrs:	S Bays (Chairman)	M Maund (Vice Chairman)
	Mrs J Bunney	Mrs D Coe
	R Mannion	C Bigg
	Mrs B Wood	

Also in attendance – Colchester Borough Cllr J Elliott, One member of the public and the Clerk of the Council

539/18 Apologies for absence – There were no apologies for absence as all members of the committee were present.

540/18 Declarations of Interests – There were no declarations of interests.

541/18 Chairman's Announcements
There were no issues to raise under this item.

542/18 Public Questions – There were no questions from the member of the public present.

543/18 Minutes of Meeting – 3rd December 2018
The minutes as previously agreed, were signed as a correct record by Cllr S Bays.

544/18 Precept 2019/2020
A report had been circulated with information from Colchester Borough Council about the grant and the tax base. If the figure is agreed, the amount of Council Tax for Parish Purposes will increase by 0.9%. It was proposed by Cllr Mrs J Bunney and seconded by Cllr C Bigg that the committee recommends to the full Council that the Precept for the 2019/2020 financial year be agreed at £367433.00. This was agreed unanimously. The Clerk was asked to provide some additional information relating to the budget headings and how they have been reached.

545/18 Grove Road Workshop
Cllr S Bays told the meeting that there had been a meeting with the contractor and an architect on 20th December 2018 and that a cost for the additional work had now been received from the architect. It was proposed by Cllr S Bays and seconded by Cllr Mrs J Bunney that the figure should be accepted and the contractor should be contacted. This was agreed unanimously.

546/18 Utilities
This item was to discuss a quote for a contract for the electricity at the Community Centre. The Clerk said that unfortunately, she had been unable to find the information, which had been sent before Christmas. It was agreed that once found, the information will be presented to the Council meeting or the Policy & Finance committee meeting, whichever was the most appropriate.

547/18 Job Advertisements
Advertisements for the current vacant positions were considered.
It was proposed by Cllr R Mannion and seconded by Cllr Mrs D Coe that the

advertisement for the Deputy Clerk should be agreed. It was also proposed by Cllr R Mannion and seconded by Cllr M Maund that the advertisement should be placed on the website, noticeboards and on Facebook and should be sent to EALC and posted on the Indeed job website. Both the proposals were agreed unanimously.

It was proposed by Cllr S Bays and seconded by Cllr C Bigg that the advertisement for the person to lock the gates should be agreed and posted on the website, noticeboards and Facebook. The Clerk was asked to circulate figures relating to the cost of employment and that the advertising should be delayed until this has been agreed. This was agreed unanimously.

It was proposed by Cllr C Bigg and seconded by Cllr M Maund that the advertisement for the part-time groundsman should be agreed. The Clerk was asked to change the wording about the driving licence to read “preferably” and then to check the advert with the Head Groundsman. Once agreed, the advertisement should be posted on the website, noticeboards and Facebook and placed in the Tribune. This was agreed by 6 votes for and 1 against.

548/18 Financial Comparison

The Clerk had not been able to produce the financial comparison due to the office being extremely busy during the day. The Clerk told the meeting that she had no concerns about either the income or the expenditure and it was agreed to defer the matter to the next Policy & Finance committee meeting.

There being no other business the meeting closed at 7.35pm

Signature.....Date.....