

# Minutes 9<sup>th</sup> July 2015

## Elmstead Parish Council

Community Centre, School Road, Elmstead Market, CO7 7ET

**Present:** Councillors Redding (Chairman), Bell, Fairweather, Routledge  
Mrs Baxter (clerk)

**15/007 Apologies of Absence**

Cllr Beecham was absent as he was on holiday.

**15/008 Declaration of Pecuniary Interests and Non Pecuniary Interests**

None.

**15/009 To approve and sign the Minutes of the meeting 13<sup>th</sup> January 2015.**

It was resolved to accept the minutes from 13<sup>th</sup> January 2015 as true and accurate.

Proposed: Cllr Routledge, Seconded: Cllr Fairweather

**15/010 2015/16 Budget – First Quarter review**

*To review the expenditure for the first quarter of 2015/16 against the set budget.*

It was discussed that overall there are no issues. Where the first quarter amounts look high it's because they reflect one off payments with no more expenditure expected for the remainder of the year (e.g. Insurance).

Also there is an amount of £1,608.80 for planters for North Green which was not in the budget, but we received a donation from Elmstead in Bloom for the same amount at the end of the 2014/15 year to offset the expenditure.

Does the mower need a service – there is £800 in the budget but no expenditure? Cllr Fairweather said he's had a quote of £1,000 from Upsons for a full service. It's expected it will be serviced between October 2015 – February 2016 and additional quotes will be sought.

The reserves were discussed, the unallocated amount currently stands at about 10 months running expenses, which is within the previously discussed 6-12 months boundaries.

**15/011 To review the handyman's grass cutting hours and grass cutting schedule.**

It was asked if EPC are cutting ECC grass in Elmstead. We are, but we get a payment from ECC to do this. Our handyman is within his agreed contract hours for grass cutting if we do not include the EPS school grass cutting hours.

Cllr Bell explained the situation with Mr Dingwall going on holiday and asking Mr Wright to do the grass cutting in his absence. This has been done in the past, but Mr Dingwall needs to communicate with the clerk before making this arrangement again.

Signature .....

Date .....

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**15/012     **Asset Register****

*To review the asset register currently used for insurance and annual return purposes.*

With regards to the amount insured, the value for the streetlights does not look high enough. Also, how much is the insurance premium driven by the value of the building? Ask our insurers and check regarding the excess amounts on items which have been grouped together for insurance value purposes.

Cllr Fairweather to look into a replacement cost of the lampposts.

**15/013     **Matters raised by Councillors for the next agenda or for information only.****

The timing of the grants was discussed. We could give them in December again for this year (15/16) and then perhaps give the next grants in summer 2016 so that it can be done at a village event, with a higher profile.

The next finance committee meeting will be in November so that we can agree the grants for December. The clerk will put an article in upmarket advertising the grants.

**The meeting closed at 8.37pm.**

Signature .....

Date .....