

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Finance and General Purposes Committee held at the Methodist Church, Westfield on Tuesday 24th May 2011 commencing at 7.00 pm

Present: Chair: Cllr R Moss
Vice Chair: Cllr P Wilkinson
Councillors: R Appleyard
A Clarke
G Fuller
S Hamilton
T Pack
S Russell

Also Present: Councillors: R Baber, C Cray and E Newman

1. Apologies for Absence

No apologies for absence were received.

2. Chairman's Announcements

There were no Chair's announcements.

3. Declarations of Interest

There were no Declarations of Interest.

4. Exclusion of the Press and Public

There were no items to be dealt with.

5. 2011/12 Budget

- Resolved:**
- 1) Members required clarification that the precept figure of £156,844 contained within the budget figures was correct and that this would be the anticipated amount Westfield would receive for 2012-13 precept income, assuming a 0% budget increase.
 - 2) A cashflow forecast for 2011-12 with monthly out-turns, to include 'actuals' vs forecast for April, was required.

- 3) A budget spreadsheet was needed separating out the ground staff as a 'business arm', with income from all three Councils.
- 4) A full inventory of Westfield items and equipment over £100 in value, including the ground staff was needed, as the transition order appeared not to be accurate.

6. Outside Contracts and Services

Members discussed the interim arrangements for the provision of Outside Services to Midsomer Norton Town Council and Radstock Town Council.

- Resolved:**
- 1) A 'schedule of works for the ground staff was needed, including time sheets; to enable Members to assess work undertaken and length of time.
 - 2) Members requested that a meeting be arranged with Midsomer Norton and Radstock Town Councils to discuss the ground staff's contract. Negotiations should be started with a target date of 1st October to complete contracts.
 - 3) That the issue of the pension liabilities for the ground staff be resolved as to whether it is a matter for all three Councils or just Westfield.
 - 4) Members also requested a calculation of redundancy costs for the ground staff as at 31st March 2012.

7. Appointment of Parish Clerk

Members were updated on the advertising of the post and the progress to date.

The Meeting finished at 8.15 pm

Signed:

Dated: