

# STALBRIDGE TOWN COUNCIL

Clerk: T Watson

8 Ring Street, Stalbridge, Sturminster Newton, Dorset, DT10 2LZ.

Tel 01963 364276.

Email: clerk@stalbridgetowncouncil.gov.uk

**Approved minutes of extraordinary meeting of the Town Council to resolve the 2010/2011 precept held in the Town Council Office on Wednesday 9<sup>th</sup> December 2009 commencing after the planning meeting.**

**Present Councillors:** G Carr-Jones (Chair), K Garland, J Cox, J Cowley, P Ashcroft, J Wardell, J Smith & B Alexandre.

## **In attendance**

There were no members of the public in attendance.

## **1. Apologies.**

Apologies had been received in advance of the meeting from W Batty-Smith.

## **2. Declarations of Interest.**

There were no declarations of interest.

## **3. Finance.**

**a)** To approve the accounts as presented in annex 1b. for payment.

Tracey Watson	Salary December	£515.51
HM Revenue & customs	Tax & NI November	£0.00
NDDC	Rent land at Pond Close	£11.50
T Watson	In lieu for payment for stamps	£9.36
Blackmore Vale Internet	web site hosting & maintenance	£364.50
	Grass cutting TC & NCCD from	
Ray Sharp	14.10-01.12.09	£316.60
SLCC	Subscription 2010	£106.00
	WC & Street cleaning November	
Gillingham TC	2009	£1,685.59
J West	Opening evening refreshments	£13.41
Stalbridge Lights Group	Donation 2009	£500.00

**RESOLVED:** In accordance with S O No.40 it was proposed by B Alexandre and seconded by J Wardell that the above cheques be signed.

**b)** To approve arrangements for immediately necessary payments arising in the interim period between this meeting and the next full Council meeting 20<sup>th</sup> January 2010.

The Clerk asked members if they wished to make arrangements for immediately necessary payments due to possible late payment charges, arising from the extended period to the next full Council meeting.

**RESOLVED:** There was general agreement that J Wardell & J Cox will Sign cheques which will be reported at the January Council meeting.

**4.** To review the level of information provided for the meeting and specify future presentation of information.

Members agreed the information was clear and would like to see this format in the future presentation of quarterly breakdown of accounts.

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5. **To consider the information presented regarding the Council's financial position for the first 9 months of 2009-10 and predicted position at the end of the financial year.**

The Clerk advised that the bank balances to 30<sup>th</sup> November stand as follows:

Current £6,593.13 less outstanding cheques total £2,457.89

Deposit £24,139.02

Estimate balance that will be carried forward at Y/E 09/10 is £13,076.51

6. **To consider the setting up of a separate bank account for holding earmarked funds and give further instruction. (i.e. grants which are not paid in one lump sum)**

The Clerk suggested that it makes financial management of earmarked funds easier if they are held in a separate account from day to day expenses. Members were divided as to the purpose of this.

**RESOLVED:** There was general agreement to set up the account if the Clerk felt it would help her in financial management.

7. **To consider the Hall committees request for a loan and give further instruction.**

The Clerk advised that there is already an existing loan in place for the hall taken out in 1994 for £60,000. This loan currently costs £6,405.20 P/A and is due to be paid off in May 2014. The request is for £15,000 with an offer from the Hall committee to offset repayments against their grant. Members expressed concerns that the need for extra storage is dependant on the current hall lettings which have the potential to change in the future. Other potential costs in building maintenance were considered.

**RESOLVED:** There was general agreement that the Council would not take out a further loan for the Hall at this point.

8. **To consider the figures presented for the Budget period 09/10 and give further instruction:-**

- a. **Wages:** The appropriateness of the budgeted figures.

The Clerk confirmed that costs for a locum Clerk are covered in Clerks expenses.

**RESOLVED:** There was general agreement to accept the budgeted figures for wages.

- b. **Administration:** The appropriateness of the budgeted figures inc. stationery, postages, subscriptions & Loans.

The Clerk pointed out that the figure of £400 for the community office in administration other should be under Office expenses under C.Off.

**RESOLVED:** There was general agreement to accept the budgeted figures for administration

J Cowley requested a record be made of his vote against the Chairman's fund.

- c. **Office Expenses:** The appropriateness of the budgeted figures inc. General expenses & IT maintenance.

It was noted that the expenses cover the cost for both the community and Council offices.

**RESOLVED:** There was general agreement to accept the budgeted figures for office expenses.

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**d. Grants: To receive the balances outstanding from the 9/10 awards and consider applications for 10/11 from: - The Playing fields Committee, the Hall Committee, the Churchyard & the Youth Club.**

Applications for grants had been received from:-

The playing fields committee (unspecified)

Youth Club (req £750.00)

Hall (requested £2000) £1500 this year

The Clerk advised that figures presented were based on making the same grant awards as 09/10. No application has been received for a grant for church yard maintenance, the 09/10 grant for this was £3,500.00. A Potential increase in grass cutting costs including the churchyard extension was considered.

**RESOLVED: RESOLVED: There was general agreement to accept the budgeted figures for grants.**

**e. Section 137: The overall appropriateness of the budgeted figures including agreement of the figure to be allocated for: Charitable donations, The Library, the Christmas lights, Other section 137 donations.**

Members noted that the Council provided the CAB with an office free of charge.

Requests for charitable donations had been received from:-

North Dorset CAB

Disability Action Group

**RESOLVED: There was general agreement to increase the figure by £150.00 to £300.00 and to make the following donations:-**

**RBL wreath £25.00, Dorset Blind association £50.00, North Dorset CAB £50.00, Disability Action Group £50.00 and £125.00 to the Air Ambulance in memory of Des Grimes.**

**f. Open Spaces: The overall appropriateness of the budgeted figures inc. recreation, grass cutting, general maintenance, footpaths & other.**

**RESOLVED: There was general agreement to accept the budgeted figures for open spaces excluding general maintenance which was reduced by £150.00 to a figure of £3,096.00.**

**g. WC's & Street Cleaning: The overall appropriateness of the budgeted figures.**

The figure presented is based on advice from Gillingham TC at a 3% increase to £20,833.94.

**RESOLVED: There was general agreement to accept the budgeted figures for WC's & Street Cleaning.**

**9. The figure to be set aside for reserves.**

The Clerk advised that it is forecast that the Council's balances brought forward at Y/E 09/10 will be approx. £13,076.21. The general recommendation for reserves is a minimum of 3 months running costs. Therefore this is a little bit light, hence a figure of £1,498.52 has been included in the 10/11 budget to build reserves. Further to this the Clerk advised that she intends to look at ways that savings can be made throughout the year to supplement this.

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**RESOLVED:** There was general agreement to accept the budgeted figure for Reserves.

**10. The overall appropriateness of the predicted figures presented for receipts and payments for 2010/2011.**

**RESOLVED:** There was general agreement to accept the budgeted figures for of the predicted figures presented for receipts and payments for 2010/2011.

**11. The level of the precept for 2010/2011.**

The figure presented represents an increase of just under 3%.

**RESOLVED:** There was general agreement to defer the setting of the precept to the Council meeting 20<sup>th</sup> January with a recommendation of the figure of £69,000

**12. Date of the Next meeting** - The next Town Council meeting will be held on Wednesday 20<sup>th</sup> January 2010. All items for inclusion on the agenda must be received by the Clerk by 9.00am **on Tues 12th January.**

The meeting Closed at 9.21pm

Date.....

Signed.....

Chairman