



Minutes of Kingsclere Parish Council Finance and Establishment Meeting FE 01/21
 Held at 7.30pm on Monday 18th January 2021
 Using Zoom Online Meeting Software

FE 01/21 – Present:

Cllrs: Bowes; Farey; Mussett; Price; Sawyer F; Sawyer J. Clerk – Ackrill; Admin Assistant – Read.

01/21.1 – Apologies:

None.

01/21.2 – Declarations of Interest:

Cllr Bowes – Allotments.

01/21.3 – Matters Arising:

None.

01/21.4 – Litter Bins:

At November GP it was agreed KPC would budget for ten new litter bins at £129 each plus costs for fittings. Eight to replace the three on the Holding Field (HF) and five on the Recreation Ground, and two additional ones to be placed on the HF. A proposal to add £2000 to the 2021/22 budget was put forward and agreed.

Resolved: £2000 for ten new litter bins added to the 2021/22 budget.

01/21.5 – Public Conveniences:

KPC has two options, to take ownership of the toilet block and operate the toilets; or, for BDBC to retain ownership of the toilet block and KPC operate the toilets under license. It was agreed that if KPC were to take on the running of the toilets, running them under licence from BDBC would be preferable. It was suggested that if this happened, KPC should ask for a fixed term license so that a review of KPC’s situation regarding this could take place with no commitment on KPC’s behalf to continue with the license. It was agreed KPC require considerably more information from BDBC for an informed decision to take place. Documents dating from 2013 showing estimated costs of running the toilets were discovered and circulated by the Clerk prior to the meeting; updated costings based on these figures from 2013 indicate that the cost of KPC to run the toilets could be more than £13,000 per year. As a decision regarding the budget had to be made, a £5000 increase to the precept in order to run the toilets from 1st April, if after further discussion KPC considered it viable, was proposed; with any additional costs in year one being met by reserves. IB and CM to ask BDBC for more information and investigate practical options for how KPC could run the toilets.

Action: IB, CM. Jan OM

01/21.6 – Review of Cashflow and Budget Forecast:

Document circulated prior to meeting. No concerns or queries were raised.

01/21.7 – To Finalise Budget Requirements for 2021/22:

Document circulated prior to meeting. It was agreed to increase the precept by £5000 for the public toilets and £2000 for new litter bins. It was agreed to allocate from reserves £5000 for office refurbishment and £5000 for the new Recreation Ground play area fence. It was agreed to lower the budget for Capital Expenditure from £5000 to £500 for new office noticeboards. Overall, this would be a £2,500 increase of the precept for the 2021/22 budget. It was agreed to recommend this budget to next OM for full council approval.

Action: Jan OM.

01/21.8 – To Review the Precept Requirements Following Confirmation of Tax Base Rates:

After all budgetary decisions were considered, it was calculated the precept will increase by 5.25% to £50,106. Clerk to calculate the Band D equivalent for next OM.

01/21.12 – Date of next meeting:

Monday 19th April 2021 7:30pm using Zoom Online Meeting Software unless Government restrictions in place for Covid-19 are lifted, in which case normal meeting procedures will resume in the Village Club.

01/21.10 – Exempt Business:

10.1. Administrative Assistant:

A discussion was held regarding the Administrative Assistant’s contracted hours and working arrangements with the new Clerk. Confidential minutes refer.

Meeting closed 21:15

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

Distribution: Cllrs: S Adams; I Bowes; M Farey; C Mussett; N Peach; R Peach; A Price; F Sawyer and J Sawyer.
 Noticeboard; Website: www.kingsclere-pc.org.uk.