

**Minutes of the Ingoldsby Parish Council Meeting held in the Village Hall, Ingoldsby on
21 November 2018**

Public Forum: No parishioners present.

1. WELCOME REMARKS BY THE CHAIRMAN (18/034)

The Chairman welcomed Members and the Clerk to the budget consultation meeting.

2. APOLOGIES (18/035)

None.

3. DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (18/036)

- a) No reports of pecuniary interests or applications for dispensations in relation to the agenda.
- b) Councillor Eldred reported her interests in relation to the Village Hall Committee.

4. FINANCE (18/037)

- a) Members noted the current bank balances as at 15 November 2018

Current Account	2617.29
Savings Account	6406.89
TOTAL	<u>9024.18</u>

- b) Members noted the income received between 21 September and 15 November 2018.

Interest (OCTOBER)	1.05
Interest (NOVEMBER)	1.09
TOTAL	<u>2.14</u>

- c) Members noted the following expenditure to be paid in line with the approved list of regular payments or for approval between 21 September and 15 November 2018 (date of bank reconciliation)

Clerk's Salary, October	100.48
Clerk's Salary, November	100.48
RBL Poppy Wreath, S137	50.00
Village Hall Hire (September)	8.75
BT September Invoice	72.12
BT October Invoice	74.76
BDG Mowing (Invoice 0863)	70.00
BDG Mowing (Invoice 0748)	70.00
TOTAL	<u>546.59</u>

The Clerk informed Members that additional approval is required for the invoices from BD mowing to the value of £140.00 as this goes above and beyond the amount cited in the budget and agreed list of annual payments. Members resolved to approve the expenditure but agreed that from 2019 the Parish Council will only pay up to £450.00 as budgeted.

Action: Clerk to inform the PCC.

d) Budget consultation

Members discussed the draft budget document at length and populated the document with figures as necessary. Members noted that there were no members of the public present for consultation. The document will be taken to the December meeting for resolution.

Members also noted the earmarked reserves in the savings account (see table below) and agreed to add the earmarked reserves for training and parish enhancements to the December agenda for resolution.

Elections	900.00
Defibrillator	800.00
Training	225.00
Parish Enhancements	576.00
Cleaning/Community Improvements	3218.48
<u>TOTAL</u>	<u>5719.48</u>

- e) Members resolved to approve expenditure up to the value of £70.00 per year in the form of a S137 payment to the Royal British Legion for a poppy wreath to be presented at the Parish Church Service. It was agreed that this should be added to the regular list of annual payments.

Action: Clerk to update the list of regular payments document.

LIST OF REGULAR PAYMENTS

This list of regular payments is approved by Financial Regulations if it necessary to make the payment to avoid a charge to interest under the Late Payment of Commercial Debts (Interest) Act 1998 and the due date for the payment is before the next scheduled meeting of the Council, where the Clerk and RFO certify that there is no dispute or other reason to delay the payment, provided that a list of all such payments shall be submitted to the next appropriate meeting of the council.

- 1. Clerk's monthly salary of 8 hours multiplied by the Clerk's hourly wage. Overtime and annual leave will need to be approved at the next meeting of the Parish Council. Clerk to receive annually agreed payment of £100 for use of own computer and printing equipment.*
- 2. Payments to Autela Payroll Services Limited for services rendered not exceeding the budgeted amount of £155.00.*
- 3. Payments to the Village Hall for hall hire not exceeding the budgeted amount of £56.25.*

4. *Annual subscriptions to LALC and the ICO not exceeding the budgeted amount of £175.00.*
5. *Insurance not exceeding the budgeted amount of £330.00.*
6. *The internal audit fee not exceeding £57.50.*
7. *Payments for gardening services to St. Bartholomew's churchyard not exceeding the budgeted amount of £400.00. Additional payments above the budgeted amount will have to be approved at the next meeting of the Parish Council.*
8. *Payments to the Community Heartbeat Trust for the defibrillator annual maintenance package and other related annual services not exceeding the budgeted amount of £226.00.*
9. *Payments to the PCC for the annual renewal of the green bin service to be paid by direct debit annual for an amount not exceeding £47.00.*
10. *Payments to BT for the community wireless scheme to be paid by direct debit for the amount billed.*
11. *Payments for office equipment and stationery not exceeding the budgeted amount of £155.00.*
12. *Payments for training not exceeding the budgeted amount of £75.00.*
13. *Payments to the Royal British Legion in the form of a Section 137 grant not exceeding the budgeted amount of £70.00.*

f) The income and expenditure account for October and November was accepted and the bank balances were verified.

5. **DATE OF FUTURE MEETINGS (18/038)**

a) The next meeting of the Parish Council will take place on Wednesday 12 December 2018 at 8pm.

The Chairman closed the meeting at 8.45pm