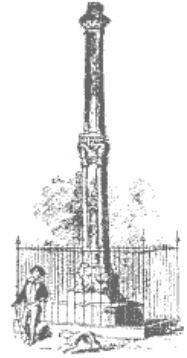


EYNHAM PARISH COUNCIL

Clerk: Mrs Jackie Heath
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MINUTES OF THE SPECIAL FINANCE MEETING OF EYNHAM PARISH COUNCIL HELD ON TUESDAY 21 NOVEMBER 2006 AT 7.30 PM IN THE BARTHOLOMEW ROOM

Present: G Beach (Chairman), Ms G Barwell, Mrs L Gerrans, Mrs V Hughes, Mrs M Jones, Ms S Osborne Messrs. P Dhesi, D Rossiter, T Green, Dr. F W Wright

In Attendance: Mrs S Lee – acting clerk

06/33 Apologies for Absence: Apologies were received from Mr J Mittell.

06/34 Code of Conduct

Councillors were reminded that it was their duty to advise the Parish Council of any changes - such as change in employment – which should be updated annually in the code of conduct.

06/35 Declaration of Interests

The following declarations were made:
Mr T Green – re payment of accounts for Echo distribution

06/35 Update of earmarked reserves – tabled

Spreadsheet of reserves circulated.

06/36 Estimated Expenditure – tabled

- 36.1 Administration – over budget - due to illness and paying for staff cover.
- 36.2 Grass cutting - over budget – stressed need to ensure that in future years this budget is not overspent and grass cutting is curtailed if budget management reveals possible overspend. Query over whether £1900 PFMC in precept was a receipt or payment. **Action: Clerk**
- 36.3 Properties – Costs of the Pavilion need to be examined at a future finance meeting. **Action: Finance committee**

06/37 Hiring Rates -

The minutes of the November 2005 meeting stated that it had been RESOLVED that the rates set at that meeting be implemented for 2006/07 and that there should be no further review for two years - No changes this year.

06/38 Future projects

- 38.1 Playing fields Management – as agreed at finance committee meeting 24 October
- 38.2 Eynsham Unlocked – Previous stocks were distributed throughout village and surrounds approx. 460 copies remain. The local community finds the publication very useful - gives village history and promotes the village to outsiders. No amendments are needed. Communications budget to be set up - revisit request for finance in New Year when new quotes received - Mrs Hughes agreed to get further quotes for reprinting. **Action: Mrs Hughes**
- 38.3 Eynsham Directory – It was suggested that an article in The Echo requesting those without internet access and wanting an updated copy contact the editor so potential number of copies can be ascertained. Possibility of charging estate agents etc cost for copies. Any request for funding can be looked at from Communications budget next year.

- 38.4 Witney Road play Area – Play Area sub -committee to make recommendations at meeting on 12 December for approval at full meeting in January with contract awarded 1.2.07.
Action: Finance Committee
- 38.5 Webmaster honorarium – Mr Beach to discuss extra payment of £150 - for this year - with Joan Stonham as a thank you for her hard work and the £1000 pa honorarium. **Action: Mr Beach**
- 38.6 Wireless networking – still being investigated
- 38.7 Toll bridge discounts – brought forward from last year – finance committee to investigate.
Action: Finance Committee
- 38.8 The Forge – possible request for future funding from Old Burden's Forge project restoring the old forge and listing the building.
- 38.9 Market Towns Initiative – there is the possibility of some partnership matched funding being requested over the year.
- 38.10 Bartholomew Sports Hall – Joint Use Agreement with OCC, WODC and PC being drawn up will be brought to full meeting for approval. We have agreed to finance £1000 pa for 9 years of agreement with a probable 3% annual rise. Mr Rossiter confirmed that Wycombe Leisure are not able to offer concessions to local community however the Parish Council could precept for money to enable local youth groups to use the centre at a discounted rate – to be looked into by Finance group.
Action: Finance Committee

06/39 Staff vouchers

Proposed by Dr Wright and seconded by Mrs Gerrans that gift vouchers of £25 be purchased for all staff and volunteers to a total of £250. Motion passed unanimously.

06/40 Accounts for Payment

Mr Green left the meeting having declared an interest – Cheques totaling £325.03 unanimously agreed for payment and signed by Dr Wright & Mrs Gerrans.

Mr Green returned

06/41 Parish Estimates and Precept for 2007/8

S137 Free Resources (to include Grant Aid). The sheet for grant applications was considered. It was noted that there were few applications this year. Unanimously agreed that the provisions made should be as per the sheet at appendix A. **Resolved** that the Council in accordance with its powers under Sections 137, 142 (a) and 145 (b) of the Local Government Act 1972, and S19 of the Local Government (Miscellaneous Provisions) Act should incur expenditure as noted above, which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

06/42 Precept 2007/08

The complete precept figures from the finance committee were not available - Mrs Heath to be asked to provide an up to date copy for circulation with minutes. However, with the information at hand it was proposed by Mr Rossiter and seconded by Mr Dhesi that the annual precept, taking into consideration all the above items, be set at £87,000. Motion passed unanimously. **Action: Clerk**

- 42.1 Pavilion – more lettings needed and it was mentioned the football club may wish to take on the building. Alternatively, Dr Wright to ask Village Hall letting agent to see if she would be happy to take on letting of the Pavilion as well to maximize use of rooms. Dr Wright asked that the Pavilion room hire be advertised in the Echo every month - Clerk to request. **Action: Dr Wright, Clerk**
- 42.2 The Chairman advised the meeting that the older folks club had returned last year's precept cheque as they are no longer running.

06/43 Audit Comments on Annual accounts

Discussion on Fidelity Guarantee insurance – unanimously agreed to maintain at current level for the present but finance committee to ascertain current level of cover and cost. **Action: Finance Committee**

06/44 Review of Parish Council Financial Standing Orders

Proposed by Mr Rossiter and seconded by Dr Wright that there be no amendments to the Financial Regulations with a review to be made in 2007. Motion passed unanimously. **Action: Finance Committee**

06/45 Review of Salaries of Manual Staff

Unanimously agreed to increase the salaries & mileage rates by the recommendations published by NALC when available. Clerk to check when available. **Action: Clerk**

06/46 Dates of Next Meetings

46.1 The next Parish Council meeting will be 5 December 2006 at 7.30 pm. An additional meeting with a single agenda item – Hansons Planning Application will be held on Tuesday 19 December if required at 7.30pm.

46.2 Mr Rossiter advised that the Traffic Advisory Committee meeting on January 16 at 8pm will be **open to all members of the Parish Council who wish to attend**.

46.3 Please advise Mr Beach of possible numbers for Xmas drinks after meeting on 5 December.
Action: ALL

06/47 Close of Meeting

The Chairman closed the meeting at 9.52 pm.