

SOUTH BRENT PARISH COUNCIL

Minutes of the Finance Committee meeting held on 18 November 2013 at 7.30 p.m. in The Old School Centre, Totnes Road, South Brent.

Open Forum: There were no matters raised.

FC 1-11-13 Record of members present

Cllr Donald Wiseman (Chairman), Cllrs Mark Copleston, Peter Kelly, Cathie Pannell and Greg Wall were present; Cllr Glyn Richards and Julia Willoughby clerk to the Council were in attendance.

FC 2-11-13 Apologies for absence

None.

FC 3-11-13 Declarations of a pecuniary interest (and nature) with regard to items on the agenda

None.

FC 4-11-13 Consider the granting of dispensations

No applications received.

FC 5-11-13 Public participation session with respect to items on the agenda

None.

FC 6-11-13 Confirm the minutes of the last meeting, and report on any matters arising – for information only

The minutes were confirmed and signed.

Cllr Cathie Pannell confirmed that there are two pots and a plate in St Petroc's Church rooms and one pot in the Village Hall (all from twinning). There is an embroidery and a picture at the Old School Centre from our twin town.

FC 7-11-13 Report on the clerk's appraisal and a proposed 'Dignity at Work' protocol

Cllr Pannell reported that the clerk's annual appraisal was carried out by phone on 1 October. One matter arose from the appraisal and the Committee recommends that **the Parish Council adopts the model 'Dignity at Work Policy'**.

FC 8-11-13 Consider a recommendation on Parish Basic Allowance

The Committee recommends that **the Parish Basic Allowance is available to all eligible Councillors for 2014-15.**

FC 9-11-13 Review salaries

The clerk advised that a national salary increase was implemented by the Council from 1.4.13; the Committee agreed that **the clerk's salary will not change on 1.4.14; when further information is received on an agreed national increase the clerk's salary will be reviewed.**

Regarding the cleaner's salary the Committee recommends that **the Parish Council increases the cleaner's salary to £7.00 per hour from 1.4.14, in line with the National Living Wage.**

FC 10-11-13 Consider a draft budget and Precept request

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The Committee recommends that **S137/GPC and Local Projects budget lines are amalgamated and named Local Projects (GPC).**

The Media budget line is increased as more newsletters are required.

The Community Benefit Fund is not included in the precept calculation.

A budget of £41,652 less the support grant of £4,160 gives a precept request of £37,492 for 2014-15.

FC 11-11-13 Review the complaints, grievance and discipline procedures

The Committee recommends that **no changes are required to the complaints, grievance and discipline procedures.**

FC 12-11-13 Consider upgrading the broadband link used by the clerk

The broadband in South Brent is now due to be upgraded in February 2014; this item will be carried forward to the next Finance Committee agenda.

FC 13-11-13 Training courses attended and future training for Councillors and staff

The Devon Association of Local Councils will be asked if they would consider running a course on planning in the National Park.

FC 14-11-13 Any other relevant matters, including items for the next agenda and date of next meeting

The next meeting will take place on 14 April 2014.

The meeting closed at 8.50 p.m.