



Bothenhampton & Walditch
Parish Council since 1886

MINUTES OF FINANCE AND FUNDING SUB-COMMITTEE
held at STONELEIGH at 2pm on 22nd NOVEMBER 2019

Initials:	Invited:
CA	Cllr Chris Addis (Chair)
AL	Cllr Ann Langridge
TC	Tan Cox (RFO & Clerk)

	Action
Apologies: None	
Cash Flow Projection 2019/20 There was much discussion surrounding the Cash Flow Forecast that the Clerk is maintaining and councillors agreed it is an improvement on previous years' financial control and provides a cash position month by month. There was discussion around the individual entries within the Cash Flow Projection, in particular to the John Gundry Play Bark which had been allocated to 'other costs'. The Clerk will move it out of 'other costs' and place within Open Spaces Maintenance. There was discussion around spending in previous years as compared to this year, in particular with regards costs of clerking, open space / play area maintenance and an increase in professional charges. It was agreed that a 'contingency' and a 'reserves' should be included in the cash flow for 2020/21. The Clerk said that she presented the most recent version of the Cash Flow Forecast at the last parish council meeting and is confident that councillors are aware of the current cash position. The Chair thanked Cllr Langridge for producing the Cash Flow spreadsheet.	TC

Minutes agreed: Chairman

on 22nd November 2019

	Action
<p>Precept</p> <p>Cllr Langridge had attended the DAPTC seminar on Budgets and Precepts and fed back to those present. There was discussion around the Council Tax base (Band D properties) and how this affects the amount of precept that a parish council can receive. AL said that the advice given at the seminar was to wait until Dorset Council have calculated the Band D tax base which will provide a start point for calculating the precept.</p> <p>There was discussion around the increase in costs, in particular with regard the play areas, and the Parish Council's Chairman's request that a reserve of £2,000 is set aside each year for each play area – for ongoing maintenance and equipment replacement. It is noted that no such reserve had been set aside in past years, and the play equipment is now in a bad state of repair. Cllr AL said that the most pressing need is for the play equipment in John Gundry play area to be either replaced or repaired (whichever is most practicable). In her opinion an amount of £2,000 would not be sufficient to do this in the first year. The precept would need to include a sufficiently large amount to ensure John Gundry play area is brought up to an acceptable standard. Future years could retain a ringfenced amount of £6000pa (£2,000 per play area) to be used as needed, in reserve.</p> <p>IT WAS AGREED to leave the precept application form until the sub-committee meeting on the 6th January to enable the information relating to the Band D Council Tax base to be set by Dorset Council.</p> <p>There was discussion at this point on Jellyfields Nature Reserve and the Bothenhampton Nature Reserve (Quarry Lane). The Chair raised concerns about the ongoing nature of the financial support that Bridport Town Council (BTC) would need. He was of the opinion that if BTC want to take it on then they should finance it themselves. It was pointed out that this is not the view of the entire Parish Council main committee, and TC said that she had been asked to write a letter to BTC that included reference to costs. IT WAS AGREED that TC would re-write the letter and omit the reference to finance.</p>	TC
<p>Other Business:</p> <p>Grants</p> <p>There was discussion around the various grant requests that had been received by the Parish Council. Each were discussed together with a recommendation to the main committee.</p> <p>St Mary's Church Walditch</p> <p>The Chairman made reference to the email received from the Churchwarden and to the envisaged deficit of £7,000 which could affect the upkeep of the church and the churchyard.</p>	

	Action
<p>The legal position (received from NALC) specifically prohibits parish councils from providing funds to maintain buildings and other permanent structures. However, does not prohibit parish councils from providing a grant for the upkeep of churchyards/grounds. It was noted that the parish council awarded Holy Trinity Church in Bothenhampton £750 in 2018/19 and it is fair that a grant sum should be alternated each year upon receipt of a grant request.</p> <p>IT IS RECOMMENDED that the Parish Council's main committee approve a grant to St Mary's Church in the sum of £750. The Clerk is to write to the Churchwarden and ask him to provide assurance to the parish council that the money will be used solely on maintaining the churchyard/grounds.</p> <p>West Dorset Ring and Ride Service Ltd The Clerk provided the paperwork for this grant and this was scrutinised by the committee. The Clerk confirmed that a grant had been awarded in the previous year of £100.</p> <p>IT IS RECOMMENDED that the Parish Council's main committee approve a grant to West Dorset Ring and Ride Service in the sum of £100.</p> <p>Two other grant requests had been received from:</p> <ul style="list-style-type: none"> • Open Spaces Society • Campaign to Protect Rural England <p>After discussion the sub-committee decided not to renew these subscriptions</p> <p>IT IS RECOMMENDED that the Parish Council's main committee declines to renew the subscriptions of the Open Spaces Society but continues with the CPRE while they continue to provide advice on the Homestead Farm issue.</p>	TC
<p>Potential Payments in the Year The Chair referred to the list of grants (out) presented on the September minutes (see page 2) and said that this provided all the information required. There was general agreement that any future grant application will be reviewed as and when it is received.</p>	
<p>Update from Cllr A – brought forward from Open Spaces and Play Area Sub-Com All agreed the issues raised had been covered in the discussions above.</p>	
<p>AOB</p> <ul style="list-style-type: none"> • Quote for Walditch Noticeboard – A quotation from Townsend Engineering to replace and install a noticeboard in Main Street, Walditch was approved. TC to email councillors for approval and then instruct the firm to proceed 	TC

	Action
<ul style="list-style-type: none"> Quote for Goal Nets at John Gundry – A quotation had been received from Huck Nets for 60mm OD Fixed Side Frame Freestanding Five a Side Goals and Goal nets to suit (2 pairs). The total quote being £1260 + VAT. <p>The sub-committee were not convinced that the goal posts and nets were a good idea for the John Gundry Play Area especially in light of the level of maintenance that is needed to bring existing play equipment up to an acceptable standard. It was thought that a spend in excess of £1,000 for goal posts appeared disproportionate and did not include the cost of installation. The sub-committee requested that the main committee re-discuss this in January 2020. TC to place onto the Agenda for the main committee in January 2020.</p> <ul style="list-style-type: none"> West Bay Car Boot Grant – The Chairman raised the availability of this Grant, which would have raised up to £500 towards the new play area in Lower Walditch. The Chairman said that this should be raised at the main committee and feedback provided as to whether this grant application was pursued. 	TC
Meeting ended at 3.30pm	

SUMMARY OF AGREED ACTIONS – 21st NOVEMBER 2019

Action	Owner	Page
Regarding – Cash Flow Projection, move spend for Play Bark at John Gundry to Open Spaces Maintenance	TC	1
Regarding – Jellyfields Nature Reserve / Bothenhampton Nature Reserve, re-write letter to BTC	TC	2
Regarding – Grant to St Mary's Church, Walditch, write to the Churchwarden and ask him to provide assurance to the parish council that the grant will be used solely on maintaining the churchyard/grounds.	TC	3
Regarding – Walditch Noticeboard, email councillors for approval and then instruct the firm to proceed.	TC	3
Regarding – Quote for Goal Nets at John Gundry, place onto the Agenda for the main committee in January 2020	TC	4

RECOMMENDATIONS REFERRED TO MAIN COMMITTEE – 21st NOVEMBER 2019

Item	Page
<p>IT IS RECOMMENDED that:</p> <ul style="list-style-type: none">• The Parish Council's main committee approve a grant to St Mary's Church, Walditch for £750.• The Parish Council's main committee approve a grant to West Dorset Ring and Ride Service Ltd for £100.• The Parish Council's main committee declines to renew the subscriptions of the Open Spaces Society but continues with the CPRE while they continue to provide advice on the Homestead Farm issue	