

**Draft Minutes of a Meeting of Doddinghurst Parish Council Finance and Resource Committee
held on Wednesday 16th November 2016 @ 20.00, Parish Room, Doddinghurst Road,
Doddinghurst.**

Present: Clrs. Mrs Dicker (Chairman), A. Farrow, G Smith, Julia Le Page.

1. **Apologies for absence.** Cllr M Capon
2. **Declaration of Interests relating to items on the agenda.** None declared.
3. **Approved:** Minutes of the meeting held on 25th May 2016.
4. **Information:** Update on actions since last meeting.
 - External Audit completed with no comments.
 - 2016/17 Risk assessments completed
5. **Information:** Government consultation on a 2% precept cap for Parish Councils in 2017/18. Noted the government consultation to cap Town and Parish Councils at 2% with a local referendum needed to vote for larger increases. Brentwood had been asked to clarify the position as they would have to implement any scheme and Councils with less than a £75.46 Band D precept and less than £500,000 total precept were exempt from the cap under the proposals. Doddinghurst PC fits comfortably into this category so would appear to be able to raise precept by more than 2% without needing a referendum.
6. **Information:** 2017/8 budget review and forecast to the end of March 2018 including assumptions about 2017/18 grant and a proposed capital budget of £60,000. The budget outcome and objective of holding a burial ground fund were reviewed together with an impact assessment of the funds yet to be determined by Brentwood. A proposal to keep the precept increase to 2% was examined as well as the effect of the loss, in part and in full, of discretionary grants from Brentwood Borough Council. The precept proposals contain no funding for the 261, or any other bus, as this was considered beyond the remit of the Parish Council.
7. **Information:** Staff Pension provision by local Parish Councils as the auto enrolment staging date for Doddinghurst Parish Council is 1st Jan 2017. Noted that this process has to be completed during January 2017 but the financial impact is expected to be minimal as a consequence of the earnings level and age profile of employees. From the 1st January 2017 all existing and new employees will need to be assessed under the scheme as it is an ongoing process. The key decision to be made is the pension fund to adopt.
8. **Resolved:** Agreed, the budget for 2017/18 and 2017/18 precept recommendation for Full Council in January 2017. A basic precept increase of 2% would be recommended for 2017/18 over the current precept but subject to adjustment to take account any of LCTS and/or Discretionary grant loss in 2017/18.
9. **Any Other Urgent Business** strictly for information only.
 - a. A copy of the current 2016/17 Bus Club finance statement was circulated and reviewed for information. The fund is reasonably stable at £746. These funds are held with Parish Council monies in Barclays Bank.
 - b. Affinity Water is establishing a Business arm (Affinity for Business) to deliver fresh water and separate billing for sewerage from Anglian Water will now take place.

The meeting was closed at 21.30

Signed:.....Deborah Dicker (Chairman)

Dated: 17th May 2017