

Minutes of the Meeting of Doddinghurst Parish Council Finance and Resource Committee held on Wednesday 21st Sept 2011 @ 19.30, Parish Room, Doddinghurst Road, Doddinghurst.

Present: Ctrs. Mrs Dicker (Chairman), A. Farrow, G.W. Bateson, Mrs A Richards

1. **Apologies for absence.** Councillor G. Smith.
2. **Declaration of Interests relating to items on the agenda.** None declared.
3. **👏 Resolved:** Approved: Minutes of the meeting held on 15th June 2011.
4. **Information:** Update on actions since last meeting – External Audit completed with no comments from the auditor. Risk Assessments completed.
5. **Information:** Discretionary Grant - new process & assumptions for 2012/13. A revised draft partnership agreement had been issued which proposed a new two tier discretionary grant, a concurrent grant and devolved services grant. The Parish Council has submitted its outline of costs relating to the concurrent grant, which came to £55,000 per annum.
A review of the budget position for 2011/12 was discussed with the underlying assumption that the Discretionary Grant for 2012/13 would be in the region of £13,700 as per the original BBC plan to half the grant over 5 years.
6. **👏 Resolved:** Approved a request for financial assistance by the Scouting Organisation to the sum of £4000 to be used, primarily for the removal of the brick switchgear cabinet on the small car park and its replacement in the Scout Hut, and secondarily for the refurbishment of electrical systems in the Scout Hut.
7. **👏 Resolved:** Approved a request for financial assistance by the Village Hall Preschool Group, including the Crèche, to the sum of £2500 to help rebuild their reserve funds following an overhaul of their finances and staffing to enable the Charity to remain solvent.
8. **👏 Resolved:** Approved a revision to the base scale for the Clerk's role to SP 36, wef 1/10/2011 at 21.5 hours per week. An equivalent change is to be applied to all Parish Council employees. The amendment has been made due to the increasing complexity of the role since the last review in 2009 and is within the devolved powers of the Finance and Resources committee.
9. **👏 Resolved:** Approved budget for the Jubilee 2012 event of £4000.
10. **Information:** To note the submission of the Quality Status portfolio - and now approved.
11. **Any Other Urgent Business strictly for information only.** None raised.

The meeting was closed at 20.50

Signed:

Dated: 23rd November 2011