

COEDFFRANC COMMUNITY COUNCIL

Minutes of the Finance & General Purposes Committee held on 8th January 2019

Attendance: Cllrs APH Davies, M Harvey J Thomas, A Wingrave, C Wingrave, DK Davies.

1. Apologies: Cllrs K Whitehead, T Bevan

2. To receive Qtr 3's accounts.

Recommendation: That Qtr 3's accounts are approved.

It was noted that the Bank Statements have been signed by the Chair of the Council and agree with the figures provided in the bank reconciliation. Additionally, it was noted that the interest accumulated in the Nat West bank account is only added annually into the Annual Accounts.

3. To receive details of Aged Debtors.

None.

4. To receive details of vandalism during the Qtr.

None.

5. To discuss/set Fees & Charges for the 2019/20 Financial Year.

The Members discussed the issue.

Recommendations:

Memorial Hall: 0% increase

Carnegie Hall: 0% increase

Access Licence: 0% increase

Sports Permits (all sports) under 19's: 0 % increase

Sports Permits (all sports) adults 10% increase

Cemetery: 10% increase

It was agreed that the rate should be changed for parties to day rates (up until 6pm) and evening rates (6pm and over) instead of having rates for children's parties and adult parties.

It was recommended that Tennis, Crazy Golf and Bowls by the hour, should remain at £1.00 for adults and £0.50 for under 16's or concessionaries.

6. To discuss/set the Budget and Precept for the 2019/20 Financial Year.

The Clerk reported on the financial implications of the NJC pay award would have on the salary budget. The Clerk reported that there would be an increase in the nett salary budget by £6,817 on the previous financial year. This increase is due to the NJC pay awards.

The Clerk reported that the estimated pension and NI costs to the Council for the 2019/20 financial year would increase by £5,582 on the previous financial year because they are impacted by the above pay award and increases in pension costs. This gives an overall salary budget increase of £12,399.

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The Clerk reported that although the headline increase for the pay award is for a 2% Pay Award for the 2019/20 financial year, in reality, the spinal column points for the majority of the staff will increase by 6 % in April 2019. Therefore, since 2014, the rates for the grounds staff have increased from £6.56 per hour up to £9.00 from April 2019. This is an increase of 37%, compared to an increase of just 7% for the Park Superintendent and Clerk.

The Clerk reported on the current year's Capital Budget and Earmarked Reserves: -
The Clerk reported that an excavator had been purchased within the financial year with the payments being split between the following Budget Headings: Parks Equipment Budget £4,323.74, Capital Budget £7,189.23 and Ear Marked Reserves £2,237.00

The Clerk reported that £1,150 had been paid for playground surfacing in Skewen Park out of the Capital Budget although a donation of £1,000 had been made to cover part of the costs.

The Clerk reminded the Members that £39,401.00 had been paid out from the Ear Marked Reserves Budget for the drainage scheme in Tennant Park, but that all the money had been covered by Grant Funding within the same financial year so there was no real cost outlay.

The Clerk reminded the Members that £100,000 had been put into earmarked reserves for the office expansion project. The Clerk reported that the majority of works would be paid within the financial year, with any outstanding balances being paid in April 2019. Therefore, the VAT for the project would be claimed back in the next financial year.

The Clerk reported that a 1.5% increase to each household would result in £7,479 more precept from NPTCBC than the previous financial year.

A 1.5% increase would result in each household paying £1.57 per annum more.

A 1.5% increase to each household would give the Council a Capital Budget of £13,761 which is a decrease in the Capital Budget of £3,399 compared to last year.

The Members decided to recommend that there is a 1.5 % increase to the tax payer, which would give an overall Precept from NPTCBC of £379,681

The Members discussed what recommendations to make to full Council for the Capital budget and decided upon the following:

Cost of purchasing new parks machinery equipment
£5,000.00.

It was recommended that the remaining Capital Budget of £8,761 should not be allocated to any specific project until further discussion had taken place.

Ear marked reserves carried forward 2019/20
Flooring in Caewathan Community Centre £3,275

The Clerk requested approval to negotiate a 3 year Insurance Contract on behalf of the Council which the Members recommended approving.

The Clerk presented a list of payments that are made by Direct Debit/Standing Order/BACS on a monthly/quarterly basis for annual approval. The costs listed below are current costs, and are liable to occasional increases.

<u>Direct Debits</u>	<u>Description</u>	
Neath Port Talbot Council	Council Tax for Carnegie Hall	£370.00
Neath Port Talbot Council	Council Tax for Memorial Hall	£254.00
Neath Port Talbot Council	Council Tax for Jersey Marine CC	£134.00
Neath Port Talbot Council	Council Tax for Coedffranc Cemetery	£152.00
Neath Port Talbot Council	Council Tax for Crymlyn Burrows CC	£93.00
Neath Port Talbot Council	Council Tax for Caewathan CC	£164.00
Sage UK Ltd	Software Licence and support	£160.00
Pitney Bowes	Rental & Maintenance Franking Machine	£71.00 qtr
Howard Finance Ltd	Telephone Network System	£114.80qtr

BACS

Wages	Monthly Salaries for staff	Varies
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Standing Orders

South Wales Web	Website maintenance and support	£36.00
Caewathan CC	Community Centre allowance	£100.00
Crymlyn Burrows CC	Community Centre allowance	£65.00

The Members recommended approval for the D/D, BACS and Standing Order payments for the next financial year.

Recommendations: That there is 1.5% increase to the tax payer, and that all the other recommendations are approved.

Cllr APH Davies
Chair