

Beer Parish Council

The Parish Council Finance and General Purpose Meeting was held on **Tuesday 20th December 2022, 7.30pm at the Mariners' Hall**. Copies of minutes and report are available on request.

Present: **Cllr J Green (Vice Chair)** **Cllr A Brewer**
 Cllr M Richards **Cllr G Pook**

Minutes were taken by: Nicky Ingarfield – Clerk

1. Apologies: Apologies were received from Cllr R Dormor, Cllr S Greig & Cllr E Molony

2. Declaration of interests/granting of dispensation from restrictions on participation and voting regarding item 7: It was noted that Cllr Pook no longer lives in the village.

3&4. Public Participation: There were no members of the public present.

5. Review of fee income for 23/24:

5.1: The Meadows parking bays T&C & permit fees: The committee recommended to increase the fees by 10.7% in line with CPI increase as at November 2022 = £372.25 Inc VAT for 2023/24.

5.2: Townsend Coach & Car Park T&C & permit fees: The committee recommended to increase the fees so that they are in line with The Meadows Parking: Cars £372.25 Inc VAT , Coaches & Commercial £428.00 inc VAT for 2023/24.

5.3: Heritage centre rent: The committee recommended that this be increased by 10.7% in line with CPI to £372.25.

5.4: Sea View Terrace lease fees: The committee recommended that this be increased in line with Meadows & Townsend Parking fees = £372.25 inc VAT for 2023/24.

5.5: Charging schedule for events: The committee recommended that for the purpose of budgeting the figures remain the same and this budget line is re-assessed against the portfolio.

5.6: Approve event charges for holding events: The committee recommended that for the purpose of budgeting the figures remain the same and this budget line is re-assessed against the portfolio.

6. General personnel issues review:

6.1: Review of workman's pay: The committee recommended no change.

6.2: Event Coordinator role: The committee recommended no change.

6.3: Clerks pay and hours: The committee recommended no change.

6.4: Employment contract: The committee recommended the Council continue to use the DALC template and for the Employment & Staffing Committee to review the document.

6.5: Approve £500 for the events & promotion portfolio to promote the village: This item to be reviewed as part of Part 7, budget review.

7. Review draft budget for 2023/24 and recommend for approval at Full Council on 11th January 2023:

7.1: Consider recommendations for expenditure from Portfolio Groups: No specific Recommendations received.

7.2: Recommend precept for 23/24: The committee recommended the draft budget for 2023/24 for approval at the Parish Council meeting in January 2023 to include an increase in the precept figure for 2023/24 in order to enable the Council to provide a balanced budget with sufficient allocation for employment costs – £31,262. The effect on a Band D property would be an increase of £9.01, from £38.00 to £47.01.

80% of these costs are due to the increase in staffing costs. The current year has resulted in a very challenging economic climate. An appraisal of last year's budget has shown that it did not reflect the financial climate over the past 12 months with the cost of living crisis and the increase in fuel and heating costs. Although an increase in the staffing budget was budgeted for this did not allow for a much higher increase than was anticipated.

The clerk will present a revised draft budget to Full Council in January including the recommendations from Finance Committee – once the recommendations are approved, the revised budget will stand for approval.

7.3: Confirm ear marked CIL money: Current Clerk to speak to previous Clerk to confirm balance and report back to the Committee.

8. Review Standing Orders and Financial Regulations: Both documents were circulated prior to the meeting, the Committee recommended no changes to the existing governing documents and that they be reviewed annually.

9. Risk Management review: The committee reviewed the Business Risk Management document, the Clerk is awaiting the return of the individual asset review documents from Cllr's, the document will then be reviewed against these.

10. General Data Protection Review: The Committee is satisfied that the Council's arrangements comply with the legislation which came into effect in May 2018. The Parish Council's Privacy Notice is available on the Parish Council website.

The meeting closed at 21.46.