

MINUTES OF A MEETING OF
THE FINANCE & GENERAL PURPOSES COMMITTEE OF
WEST HALLAM PARISH COUNCIL

HELD ON FRIDAY 6 APRIL 2017 AT 3.30 PM
AT THE POWTRELL PAVILION, BEECH LANE, WEST HALLAM

Present: Councillor Mrs C Hart (Chairman)
Councillor B Broughton
Councillor Mrs C Barnes
Councillor D Adams-Shaw

In attendance: Kate Sharpe, Parish Clerk & RFO

1 APOLOGIES

Councillor Mrs H Chapman.

2. DECLARATIONS OF INTEREST

None

3 MINUTES

RESOLVED that the minutes of the Finance & General Purposes Committee meeting of the Parish Council held on 6 January 2017 be approved as a true record and signed by the Chairman subject to an observation by Councillor Broughton that though the Parish Council had requested zero percent increase to precept (i.e. no increase), when the notices had been issued by Erewash Borough Council (EBC), the precept has been subject to an average increase of 0.2 percent. The Clerk was asked to clarify the figures which were sent to EBC and ensure that next year these reflect the percentage change the Parish Council requests.

NOTE for clarity: -

- (1) The Billing Authority (Erewash Borough Council) do **not** ask for the percentage increase/or decrease when requesting Parish Councils to submit their precept demand. Parish Councils submit the total amount of precept to be raised. West Hallam Parish Council therefore submitted the same figure for 2017/18 as was submitted for 2016/17. The reason for this then being calculated as a 0.2% increase will be that the Tax Base (or the number of household liable this year to pay full council tax) has changed.
- (2) In future years, the Clerk will ask the Erewash Borough Council for more information on the Tax Base before a decision on the precept is taken and advises that it would be prudent to publish figures on the increase on the amount of precept raised rather than referring to percentages.

4 EMPLOYEE CONTRACTS

The Committee considered the employee contracts drafted to reflect the move to payment by equal instalments throughout the year. The Committee also took the opportunity to review other sections and clarify annual leave entitlements. The Clerk would circulate by email, the updated draft prior to approval by Councillors.

RESOLVED that once the final draft is approved, these contracts would be issued to employees.

5 LICENCES AT HIGH LANE CENTRAL AND HIGH LANE EAST

The Committee considered the Licence agreements with 113 High Lane East and 68 High Lane Central for their use of Parish Council land that borders these properties. It was noted that the owners of 68, High Lane Central were querying the land included in the agreement.

The Committee discussed the renewal of the licence agreements, both of which are due for renewal on the usual three year term.

The Committee **RESOLVED** that the Clerk would write to the owners of 68 High Lane Central to answer their queries regarding the land included in their property's licence agreement.

The Committee **RESOLVED** that the licences could be renewed for a further three years at an annual fee of £25. The Clerk would advise the owners of both properties of the decision, and provide a Licence agreement to be signed.

6 DATE OF NEXT MEETING

RESOLVED that the next meeting for the committee be determined at a later date.