

WESTFIELD PARISH COUNCIL

Minutes of the Finance & Personnel Meeting held at the Oval Office,
St Peters Business Park, Westfield on
Monday 26th November 2012 commencing at 10.00am

Present: Chair of the Committee: Cllr R Moss
Vice Chair: Cllr P Wilkinson
Councillors: Cllrs R Appleyard, A Clarke, G Fuller,
S Hamilton.

In Attendance: Mrs L J Welch (Parish Clerk)

66. Apologies for Absence

There were no apologies for absence.

67. Declarations of Interest

There were no declarations of interests.

68. Minutes

- Resolved:** (a) That the Minutes of the Finance & Personnel meeting held on 22nd October 2012 be agreed and signed as a correct record;
- (b) That the Minutes of the Finance & Personnel Working Party meeting held on 24th October 2012 be amended at Appendix A, MSN Silver Band to read 'To start a beginners group so that people who have a wish to learn an instrument can join.' With this amendments the minutes were agreed and signed as a correct record.

69. Matters Arising from the Minutes

There were no matters arising from the minutes.

70. Monthly Accounts

- Resolved:** That the monthly accounts as presented for October 2012 be agreed and signed off.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

71. Annual Return for the year ended 31st March 2012

Resolved: That the Annual Return for the year ended 31st March 2012, as certified by the external auditor, be received.

72. Midsomer Norton Silver Band

Resolved: To recommend to the Parish Council on 3rd December that £1,000 be awarded in grant funding to the Midsomer Norton Silver Band providing the band plays for an hour at the Westfield Fun Day in June, at no cost.

73. Good Councillor Training - feedback

Six Councillors had indicated their interest in attending the Good Councillor Training on 11th and 25th February 2013 at the board room in the Oval Office. The Committee expressed it's wish for all Councillors to attend. For those who could not attend, the Clerk was asked to provide a briefing session afterwards.

Resolved: To take to the full Parish Council meeting, the importance of all Councillors taking part in the training.

74. Proposed Budget 2013-14

The Committee thanked the Clerk and Finance Officer for the draft budget which was discussed in detail. In particular BANES had given a draft tax base for Westfield of 1786.23. However the Chair stated that a firm decision on whether the Parishes are protected from adjustments due to the Council Tax Support Scheme, was not likely to be received by BANES from Central Government until 19th December.

Resolved: To recommend to the Parish Council on 3rd December that the budget be approved in principle, thus allowing office staff to start preparing the calculation for the precept based on this budget.

Should any adverse effect on the Parish Council's tax base come to light after 19th December, to provisionally keep 21st December at 10am free in the diary for a possible Finance and Personnel Committee meeting solely to address this scenario.

The meeting finished at 10.20 am

Minutes are draft until agreed at the next meeting.

Signed Dated