

**Minutes of the meeting held on 15<sup>th</sup> November 2021  
at Quethiock Parish Hall at 7.00pm**

**Present:** Councillors: John Blatchford ( Chair ), Vic Welch, Tim Lynch, Steve Hobbs, Chris Healey and Alison Jeffrey. Clerk Matthew Wald.

**Apologies:** Roy Vass

**In attendance:** Keith Fox

**1. Declarations of Interest:**

None

**2. Minutes of the Previous Meeting:**

The minutes of the meeting on 14<sup>th</sup> September 2021 were approved ( proposed Cllr Jeffrey, seconded Cllr Welch ).

**3. Matters arising from the Minutes of the meeting of 14<sup>th</sup> September 2021 and Clerk's Report:**

The clerk reported that:

**3.1 Signposts:** The wooden signposts have now all been refurbished or replaced. That will leave the cast iron sign near Blunts still to be dealt with – he is planning to repaint it. Cllr Blatchford mentioned that he had reported it to Cornwall Council.

**3.2 New dog waste bin in Trehunist:** He has found someone to look after it, and a likely site. He has not yet ordered the bin.

**3.3 Flooding by solar farm - Cornwall Council reference W2155407:**

Cornwall Council say they are now contacting the landowner.

**3.4 Possible recreation field ( para 7 previous minutes ):**

The Clerk had looked into this but the council decided against pursuing it further.

**3.5 School alarm:**

Cllr Jeffrey said that there is now a notice on the door giving details of a security company, Kestrel Guard. The Clerk is to ask the school to let the parish council have their contact details.

**3.6 Feedback to Cornwall Councillor Barry Jordan:** The Clerk apologised that he has not yet ( but will ) draft a response addressing concerns about:

- Elections
- Communications with Cornwall Council
- Devolution/Localism

#### **4. Footpaths:**

The Clerk reported that he has had a list of defects from Susan Concannon – he will circulate it.

#### **5. Finances:**

The Clerk reported that:

- a. Income and expenditure: the council is running about 9% over budget so far this year, but this is attributable entirely to a small number of exceptional, non-recurring items. Underlying, routine expenditure is about 7% under budget.

Performance to budget this year is as follows:

Actual expenditure to date	£7,425
Budget expenditure to date ( annual x 2/3 )	£6,532
“Overspend”	£ 920

However, this year included three exceptional items where budget was significantly exceeded:

Signposts	£ 516 over budget
Defibrillator batteries/pads	£ 752 over budget
IT	£ 340 over budget
Total	£1,608 over budget

The signpost excess arose because of the cost of the signpost at Quethiok crossroads ( £769.58 ) which was ordered last year, was not invoiced until this year.

The expenditure on the defibrillators had not been expected. However it is very unlikely to recur this year – it was mostly two new batteries..

The excess on the IT spend was caused by (a) the website drone video £295 and (b) the website work caused by the death of the Duke of Edinburgh £137.50, total £432.50. These were both “one offs” ( although there will presumably be a similar cost to (b) at some time when the Queen dies ).

Other spending has turned out overall at about £700 under budget.

- b. Cash Balances and Reserves: The Council has reserves equal to at least two years’ total likely expenditure.

The current cash balances are as follows:

<b><u>i. Business Bank Instant account:</u></b>	<b>£ 2,227.48</b> as at 11 <sup>th</sup> October ( plus 2p interest monthly )
<b><u>ii. Treasurer's ( current ) account:</u></b>	£19,951.61 as at 1 <sup>st</sup> November 2021
<u>Less paid, or due to be paid shortly</u>	Signposts circa £100 ( labour – waiting invoice ) Gmail £41.40
<u>Net</u>	<b>£19,811.00 ( approx. )</b>
<b><u>iii. Community Benefit Account:</u></b>	<b>£6,701.46</b> (of which £4351.46 is unallocated )
<b><u>Total:</u></b>	<b>£28,739 ( approx. )</b>

The council is also due a VAT refund of **£2024** and footpath grants for this year and last of **c. £1,100**. He has chased the former but so far heard nothing. He has also chased the LMP funds and Cornwall Council have just said "I can confirm that this has just been progressed to be paid."

In addition, he should in due course be able to reclaim a further **£295** in VAT on this year's expenditure so far.

Further budgeted expenditure this year should be no more than about £3,300.

Accordingly, the cash "reserves" already in hand are about £18750, and "total reserves" ( including further sums either due or accruing due ) are about £22,000, as follows:

Current account:	£19,810
Business account:	£ 2,230
Less projected expenditure	£(3,300)
<b>Net cash reserves:</b>	<b>£18,740</b>
Add LMP and VAT debtors:	£ 3,124
Add accruing VAT reclaim	£ 295
<b>Total:</b>	<b>£22,159</b>

## **6. 2022-3 Budget and Precept:**

For discussion purposes the Clerk had circulated a draft 2022-23 budget. This projected a slight reduction in the precept of about £350 compared to 2021-22. The council discussed this, and concluded as follows:

- a. There was general concern that given the increase in the inflation rate it would be prudent not to reduce the precept this year. Equally, there was general agreement that it should not be increased either.
- b. The Clerk's proposed provision for asset maintenance costs should be increased.

- c. The Clerk's salary should be adjusted to correspond to the lowest rate on the scale recommended by the National Association of Local Councils ( NALC ).

The revised draft budget attached to these minutes was then approved by the council ( proposed Cllr Jeffrey, seconded Cllr Welch ).

**7. Community Benefit Fund:**

On behalf of the Horticultural Show Committee, Keith Fox asked the council for some financial support towards the show which it is intending to hold this year. A donation of £300 from the fund was approved by the council ( proposed Cllr Healey, seconded Cllr Hobbs ).

**9. Any Other Business:**

9.1 The Chairman said that he wished to retire as Chairman next year and asked the other councillors to consider who should replace him.

9.2 The Clerk mentioned that he had received a letter from the organiser of the intended Queen's Platinum Jubilee Beacons event on 2<sup>nd</sup> June 2022, suggesting the council organise such a beacon. To be discussed at the next meeting.

**Meeting concluded at about 9.00pm.**

**Next meetings – 17<sup>th</sup> January 2022 and 14<sup>th</sup> March 2022, at 7.00pm, in the Village Hall.**

Signed Chairman .....

Date .....

## Precept budget 2022-2023

<b>Budget year</b>	<b>2021-22</b>	<b>2022-23</b>
<b>Income</b>	<b>£</b>	<b>£</b>
Precept	9101.36	9101.36
CTS Grant	116.24	46.60
LMP Footpath grant	579.86	579.86
Interest	1.00	0.24
<b><u>Total</u></b>	<b><u>9798.46</u></b>	<b><u>9728.06</u></b>
<b>Expenditure</b>		
Clerk	4900.00	5220.00
Stationery, postage, admin	300.00	250.00
Insurance	265.00	265.00
CALC subscription	265.00	300.00
Footpath maintenance	579.86	1000.00
Audit	350.00	300.00
Asset maintenance etc	250.00	700.00
Quethiock News	173.60	173.60
Gmail account	550.00	520.00
Website, IT support	600.00	500.00
RBL Wreath and donation	50.00	50.00
Defibrillator ( provision )	nil	52.00
Training costs	nil	nil
Signposts	1000.00	50.00
Provision for inflation etc	315.00	347.46
<b><u>Total</u></b>	<b><u>9798.46</u></b>	<b><u>9728.06</u></b>