



Minutes of a meeting of the **Calstock Parish Council**,
FINANCE and GENERAL PURPOSES COMMITTEE
held on **Tuesday 25 April 2023, in the Tamar Valley Centre at 1830**

Those present were; -

COUNCILLORS: Cllr Boreham, Cllr Newton Chance, Cllr Tinto, Cllr Wakem, Cllr Warwick (Chair),
Miss Sue Lemon (Clerk), Miss Clare Bullimore (Deputy Clerk – minutes).

1. APOLOGIES

Cllr Wells.

2. DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None.

3. PUBLIC PARTICIPATION

None.

4. APPROVE MINUTES OF LAST MEETING – 28-02-2023

Proposal/Resolution: the minutes be approved. Proposed: Cllr Tinto, seconded: Cllr Newton Chance– approved by all those present at the last meeting.

5. VAN FEASIBILITY REPORT*

There was discussion about the viability of an electric van with currently no electric charging point available and whether the maintenance officers can manage with one vehicle, the new officer will be working one day a week and can use his own vehicle as he uses it for business purposes anyway (mileage to be paid).

Proposal/resolution operate with the larger van only, monitor the use and how the staff manage with one van and assess whether a second vehicle is required. Look into an electric vehicle when the large van's lease expires. Proposed: Cllr Warwick, seconded: Cllr Newton Chance – unanimous.

6. GRANTS APPROVED IN THE LAST 3 YEARS AND GRANT POLICY UPDATE

Grants awarded over the last three years were reviewed.

Proposal/resolution: to set an annual budget of £5000 for grants. Proposed: Cllr Wakem, seconded Cllr Newton Chance – unanimous.

Proposal/resolution: F&GP to meet quarterly to consider applications that are complete including submission of constitution; accounts and bank statements. Publicise that any applications should be submitted in full by the end of March/June/September and January to be considered the following months. Proposed: Cllr Tinto, seconded: Cllr Wakem – all.



7. GRANT REQUESTS

Tamar Community Bus – The Clerk reported that there is CIL money available amounting to nearly £19000. Proposal/resolution: to recommend to Full Council that £10,000 is awarded to the Tamar Community Bus and an EGM to take place before the Parish Meeting next week to approve this.

Proposed: Cllr Wakem, seconded: Cllr Tinto – unanimous.

Calstock Gig Club, £440 – proposal/resolution: to support this application. Proposed: Cllr Tinto, seconded: Cllr Wakem – unanimous.

Tamar Valley Community Food, £500 – to support this application in full. Proposed: Cllr Warwick, seconded: Cllr Newton Chance – unanimous.

Calstock in Bloom, £500 – to support this application in full. Proposed: Cllr Tinto, seconded: Cllr Newton Chance – unanimous.

8. WEBSITE LEGAL COMPLIANCE

More information and comparison quotes to follow.

9. FIXED ASSET REGISTER

The Deputy Clerk has worked on updating the fixed asset register. It will require ongoing additions and amendments. The values should be in line with the insurance schedule. The committee passed on their thanks to Clare for the time and effort she has put in on this piece of work.

10. CIL PAYMENTS AND RECEIPTS

The Clerk reported that there is over £18,000 of CIL payments to use. If the council approves £10,000 towards the community bus then over £8000 will be left. It was agreed that each committee should be sent the criteria and asked for recommendations on spend.

11. CAPITAL WORKS PROGRAMME

Nothing to report.

All other items deferred until year end has been completed:

2024 Year end staff costs

Budgeted additional expenditure to be undertaken during the year ending 2023

Year End accounts 31-03-23

Year End budgets 31-03-23

The meeting finished at 1948.

Signed: Date:



Action:

- Monitor use of 1 work vehicle - ongoing
- Look at the feasibility of an electric van for 18 months' time
- Update and publicise the Grant Awarding Policy
- Website compliance comparison quotes required
- Update asset register - ongoing
- Committees to be sent CIL criteria