



Minutes of a meeting of the **Calstock Parish Council**,  
**FINANCE and GENERAL PURPOSES COMMITTEE**  
held on **Tuesday 01 November 2022, in the Tamar Valley Centre at 1900**

Those present were; -

**COUNCILLORS:** Cllr Boreham, Cllr Newton Chance, Cllr Tinto, Cllr Wakem, Cllr Warwick (Chair), Cllr Wells. Cllr Alford was also present.

Miss Clare Bullimore (Deputy Clerk – *minutes*).

**1. APOLOGIES**

Cllr Kirk.

**2. DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS**

None

**3. PUBLIC PARTICIPATION**

None.

**4. APPROVE MINUTES OF LAST MEETING – 26-07-2022**

**Proposal/Resolution:** the minutes be approved. Proposed: Cllr Boreham, seconded: Cllr Wakem – approved by all those present at the last meeting.

**5. MATTERS ARISING**

- Asset Register – workmen's tools/vehicle still to be checked but the Deputy Clerk believes all items are now up to date. More work to be done on value, to be looked at before the Internal Audit.

**6. REQUEST FROM COTEHELE QUAY GIG CLUB FOR £300 TOWARDS NEW OARS**

**Proposal/resolution:** to support the request. Proposed: Cllr Tinto, seconded: Cllr Wakem – 4 in favour, 1 abstention, 1 objection.

**7. REVIEW OF IT RUNNING COSTS**

All costs (including the consultant's hours) were reviewed and noted.

**8. WORK VANS**

The feasibility of having two lease vans will be reviewed in the new year

.

It had been noted that the vans are not being kept in the car park overnight – use of vans to travel to and from work will have implications on tax codes, mileage and insurance.



Proposal/resolution: that both work vans should be left in the car park overnight - and unless in exceptional circumstances- should not be used for travelling to and from home. Proposed: Cllr Warwick, seconded: Cllr Wells – unanimous.

**9. CIL PAYMENTS**

CIL payments have been received. It was agreed to note these and not agree spending until there is a clear budget in place.

**10. GRANT APPLICATION PROCESS - REVIEW**

It was agreed that the Grant Application Process and Guidelines be reviewed. Cllr Boreham offered to review – others to send any comments to the Deputy Clerk for dissemination.

**11. REVIEW OF CURRENT YEAR ACTUALS / BUDGET SPEND**

**12. BUDGETARY REQUIREMENTS**

**13. PRECEPT**

<b>SPEND</b>	
	<b>2023/2024</b>
	<b>£</b>
Amenities	47,000
Burial	6000
ECE	2000
Finance	48,000
Personnel	150,000
Recreations	32,000
Reserves	12,000
<b>TOTAL</b>	<b>297,000</b>

<b>FORECAST INCOME</b>	
	<b>2023/2024</b>
	<b>£</b>
Amenities	7000
Burial	16,000
ECE	-
Finance	10,000
Personnel	-
Recreations	1000
<b>TOTAL</b>	<b>34,000</b>



To cover likely expenditure £297,000 is required  
 With an expected income of £34,000 the precept will need to be £263,000  
 The current precept generates £239,846  
 There will be a deficit of £23,154

Proposal/resolution: to increase the precept by 10% so the precept income will be £263,830. This will be £103.03 for a Band D property per year (currently £93.66). Proposed: Cllr Warwick, seconded: Cllr Wells – unanimous.

**14. CAPITAL WORKS PROGRAMME**

The Receptions Committee recommended that Phase 1 of the Capital Works Programme is used to generate income to replace the skate park in St Ann’s Chapel. Discussion ensued about increasing the precept to account for all the costs in one financial year. It was felt this will be too much of an increase.

Proposal/resolution: to recommend to full council that an additional 8.72% increase be added to the precept. This will generate circa £23,000 for the Capital Works Programme. With this increase, a Band D property will pay £112 per year. Proposed: Cllr Tinto, seconded: Cllr Newton Chance – 1 abstention (Cllr Wells) all others in favour.

Cllr Wakem thanked Cllr Warwick for his professionalism and time spent on this.

The meeting ended at 2107

Signed: ..... Date: .....

**Actions**

- Asset register – ongoing, value to be considered
- Review of feasibility of two work vans – Mark to review
- Review of Grant Application Process – Gill (and ‘interested others’) to disseminate comments to Clare
- Statement regarding work vans not being used to travel to and from work – Mark to write a statement for Clare to disseminate to all staff