



Minutes of a meeting of the **Calstock Parish Council**,
FINANCE and GENERAL PURPOSES COMMITTEE
held on **Tuesday 18th July 2023, in the Tamar Valley Centre at 1830**

Those present were; -

COUNCILLORS: Cllr Boreham, Cllr Newton Chance, Cllr Tinto, Cllr Warwick (Chair)
Miss Sue Lemon (Clerk - minutes)

1. APOLOGIES

Cllr Wakem

2. APPROVE MINUTES OF LAST MEETING 23-06-2022

It was proposed and agreed that the minutes be accepted.

Proposal/Resolution: To approve the minutes. Proposed Cllr Tinto, seconded Cllr Newton Chance

3. UPDATE ON VAN

The clerk informed the committee that the van was returned on 27th June and the outstanding bill was £320. It was agreed that the valeting and servicing was worthwhile.

4. DECISION ON WEBSITE COMPLIANCE

The clerk went over the options for the new website:

Aubergine – £1200- £1500 + VAT

Parish Online – £450 + VAT

Seadog IT - £2230

In house – no extra cost included in Mr Hoile’s contract.

It was proposed and agreed that the new compliant website be produced in house.

Proposal/Resolution: To approve the in-house bid. Proposed Cllr Newton-Chance, seconded Cllr Boreham unanimous

5. GRANT REQUESTS

Calstock Arts - £300 – agreed

It was proposed and agreed that the Council grant £300 to Calstock Arts.

Proposal Resolution: To approve the grant of £300 to Calstock Arts. Proposed Cllr Tinto, seconded Cllr Boreham unanimous

Tamar Valley Preschool - £500 – agreed

It was proposed and agreed that the Council grant £500 to Tamar Valley Preschool

Proposal/Resolution: To approve the grant of £500 to Tamar Valley Preschool. Proposed Cllr Tinto, seconded Cllr Boreham unanimous

Gunnislake Community Matters - £500 – agreed



This request was agreed subject to the tubs being recycled plastic.

Proposed and agreed that the council grant £500 to Gunnislake Community Matters subject to the tubs being recycled plastic

Proposal/Resolution: To approve the grant of £500 to Gunnislake Community Matters. Proposed Cllr Warwick, seconded Cllr Tinto unanimous

Gunnislake Cricket Club - £1500 – agreed £500 once the nets have been bought.

This was agreed up to £500 once the nets have been bought.

Proposal/Resolution: To approve the grant of £500 to Gunnislake Cricket Club subject to the nets being bought. Proposed Cllr Warwick, seconded Cllr Newton-Chance, unanimous

6. INSURANCE

The Clerk had distributed the insurance schedule which was noted.

7. COMMITTEES TO BE ADVISED TO CONSIDER 2024/25 EXPENDITURE REQUIREMENTS IN ADVANCE OF THE F&GP COMMITTEE MEETING IN OCTOBER WHEN IT WILL REVIEW THE 24/25 PRECEPT

The clerk is to ensure this item is on each budget holding committee agenda. It was also agreed that the CIL Policy be distributed to the committees at the same time.

During this item there was a discussion regarding how the CIL was produced on the budget report and it was agreed that this would have a separate budget heading. It was also suggested that there was a line added for Projected out turn, and it was agreed that the clerk would investigate this to see if it could be incorporated in the report.

8. STAFF WAGES – TO REVISIT WHAT CAN BE AFFORDED IN LIGHT OF PETE BLUETT'S RESIGNATION

After a discussion it was agreed that Finance would delegate the decision to Personnel, if needed to go over budget and to take into account what other expenditure there could be if Pete G was go up to 2 days a week.

9. YEAR END 22-23 AUDIT – UPDATE

Nothing to report waiting for external auditor report normally in September.

10. CURRENT YEAR TO DATE INCLUDING BUDGETS FOR THE ENTIRE YEAR

Included in item 7.

11. GRANT POLICY UPDATE

Agreed to update application form to say separate accounts not just bank statements.

12. PHS INVOICES

It was agreed to ask other councils if anyone needed any soap at cost price if not then to pay the



contract end fee of £1864.

Proposal/Resolution: To ask other councils if they need the soap if not to pay the final contract end fee. Proposed Cllr Warwick seconded Cllr Newton Chance unanimous

Meeting closed at 1950

Signed: Date:

Actions:

- Update Budget reports with CIL line and add projected out turn column
- Write to local councils to see if they need the soap
- Update Grant Policy form with statements of accounts
- Make sure expenditure requirements and CIL policy are on all budget holding committee agendas

