

**MINUTES OF THE MEETING OF EASTRY PARISH COUNCIL FINANCE COMMITTEE  
HELD ON MONDAY 15<sup>th</sup> DECEMBER 2008 AT THE PARISH ROOM AT 7.30pm**

<b>Present: Councillors</b>	A. Barwick (Chairman)	M Pemble	S Shevde
	S Hooper	A Wiles	M Kemp

Sarah Wells Clerk to the Parish Council

It was proposed by Cllr Shevde and seconded by Cllr Hooper that in the absence of Cllr Kenton that Cllr Barwick should act as Chairman for this meeting all agreed.

### **1. APOLOGIES**

Cllrs N. Kenton & G Bury

### **2. REVIEW OF FINANCAL STANDING ORDERS**

The Clerk informed the meeting that it was time that the Council's Financial Standing Orders should be reviewed, it was agreed that the Clerk/RFO and the Cllr responsible for finance should review this document.

### **3. FEES & CHARGES**

To review fees and charges for 2009/10.

#### a) Churchyard Fees

After some discussion it was agreed that no increase should be made to the current churchyard fees. See appendix A.

#### b) Other Fees

Following a brief discussion it was agreed that the Parish room fees should remain the same, and following the Councils policy to bring allotment fees inline with other authorities the allotment fees should increase by 20p a rod per year. See appendix B.

### **4. GROUND WORK TENDERS**

Two quotes for groundwork in 2009 had been received; these were from the Council current contractor Stripy Landscapes and from KCC landscape services. After discussion of the quotes and the quality of work currently provided it was proposed by Cllr Hooper and seconded by Cllr Wiles that the Stripy Landscapes be retained for ground works during 2009.

### **5. TENDERS FOR FOOTPATH BEHIND PAVILLION**

Three quotes had been received for the work required to make safe the footpath behind between the school fence and the pavilion. After examination of the quotes it was proposed by Cllr Wiles and seconded by Cllr Hooper that the quote from Oatmor-Harris Ltd be accepted. The Clerk to liaise with the contractor to try and minimise any disruption to the school that may be caused whilst the work is carried out.

### **6. STRIMMER**

The Clerk reported that the strimmer shaft needs replacing this cost £110 two years ago – the strimmer is now over 8 years old and the cost of the repairs may be more than its worth.

After a brief discussion it was agreed that a new strimmer should be purchased, the Clerk to investigate the costs.

**Action Sarah Wells**

### **7. CLERKS TERMS AND CONDITIONS**

The following aspects of the Clerks terms and conditions should be reviewed annually in April.

#### a) Salary Scale – Currently at SCP 23

- b) Office Allowance – Currently £22.50 a month
- c) Hours Paid – Currently 78.5 a month

As national pay negotiations for the April 2008 pay awards are still underway this had not been done. As no agreement can be made the two sides are now going to arbitration. It is hoped the arbitration will produce a two-year pay deal. The Clerk informed the meeting that a – c did not need to be increase as they reflected the current work levels of the position, she asked that the member agreed that the new pay rate for SCP 23 be implemented and back dated once it has been published.

It was proposed by Cllr Shevde and seconded by Cllr Wiles that this be done, all agreed.

## 8. CAPITAL EXPENDITURE

### Parade

Cost of Project	29053.12
Grants/Fund Raising	-16146.74
PC Revenue Budget	-17000.00
	<b>-4093.62</b>

The Clerk explained the final costs for the parade project, she asked if the committee wish to make up the short fall from the revenue account or transfer funds from the Capital account. She also pointed out that the EDF costs are still outstanding. After some discussion it was agreed that £5000 should be transferred from the capital account, as the parade work had been a capital project, this would allow the Council to carry forward sufficient revenue funds to minimise any increase needed in the precept.

## 9. BUDGET FOR 2009/10

- a) Receipts and Payments to date & Predicted outturn for 2008/09

The Clerk went through the document explaining the details and her reasoning behind the figures. The predicted outturn was agreed by the members. See Appendix C

- b) Budget for 2009/10

The Clerk had produced a draft budget for 2008/09. This was discussed in detail and some changes made, the final draft was agreed by the members. It was proposed by Cllr Wiles and seconded by Cllr Hooper that the budget be recommended for adoption by the full Council all agreed. See Appendix D.

- c) Precept for 2009/10

In 2006 Council resolved to increase the Precept by no more that the cost of living plus 1% or 2%. 2008/9 Precept was £43581 and the current cost of living is at about 4.5%

The members felt that in the current economic climate they should try to keep any increase in the precept to a minimum, but it should still cover the Councils own rising costs. Based on the draft budget it was proposed that it be recommended to full Council that a Precept of £44888 be raised. This would be a 3% increase on last year.

- d) Request for financial support from the village hall committee for it replacement window project.

Although the members would like to offer support for this project the grant budget for the current financial year has already been spent. It was agreed that the Clerk should speak to the Chairman of the VHC and see if a letter of support and the promise of funds from the next financial year would help with grant applications from other organisations.

**Action Sarah Wells**

The meeting closed at 8.10pm.

## EASTRY PARISH COUNCIL

Eastry Cemetery Table of Fees from 1<sup>st</sup> April 2009**1. Purchase of Burial plot including exclusive rights of Burials**

a) Of a person whose age exceeded 12 years.	£120
b) Child under 12	£100

**2. Interment Fees**

a) Of a person whose age exceeded 12 years.	£120
b) Child under 12	£18
c) Interment of cremated remains in any grave	£42

The fees above expressly **exclude** the charge for Grave Digging

**3. Grave Digging**

a) Single Depth	£190.00 (£220)*
b) Double Depth	£235.00 (£265)*
c) Cremated Remains	£ 70.00

**\* Please note that an extra £30 must be added to the grave digging fees to pay for grass mats to be laid out in the Cemetery walk ways prior to funerals. This is to lesson erosion and prevent slippage, as a limited number of graves now remain in the cemetery and they are all situated along the same walkway.**

**4. Monuments & Memorials**

For the right to erect or place on a Grave the following Monument / Memorial, the **Exclusive Rights for a Burial Plot** must also be purchased.

a) A Flat Stone or Kerb	£100.00
b) A Head Stone	£50.00
c) A Foot Stone	£65.00
d) Purchase of a Vase, Book or similar Monument.	£65.00
e) <i>Any</i> other Monument not exceeding 1.5m in height and occupying a space not exceeding 1m x 0.75m.	£190.00
f) For each additional inscription after the first	£35.00

Double the amount of fees shown in 1-2 above will be payable in respect of non-parishioners not dying within the Parish of Eastry. With the exception of previous long-term residents, who, because of old age or infirmity, have ceased to be residents at time of death.

**NOTE 1:** Fees as laid down in the appropriate Parochial Fees Order due to the Officiating Minister at the interment shall be paid direct to that Minister by the Funeral Director arranging the interment.

**NOTE 2:** No Memorial shall be placed upon a Grave until at least 12 Months after interment: to allow ground to settle.

## EASTRY PARISH COUNCIL

### Parish Council Charges from 1<sup>st</sup> April 2009

#### Parish Room

Guides	7.00 to 9.00pm Weekly Term Time	£1.50
WI Sewing	(Per Hire)	£5.50
Bowling Club	(Per match)	£5.50
Sunday School	Per year	£55.00

Any Village Organisation, other than those shown above, who wish to hire the Council room facilities, will be charged at £5.50 per hire.

For any outside organisation there will be a minimum charge of £25.00, or £12.00 per hour. Hiring's of this nature will be at the discretion of the Parish Council.

#### Allotment Rents

For 10 Rods	£12.00
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#### Payment for work done

Street Cleaning (per Hour)	£6.00 (Oct 08)
Reviewed in line with minimum wage changes	