



WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs T Leaman, 11 Lower Town, Sampford
Peverell, Tiverton, Devon, EX16 7BJ 01884 821736
Email: willandclerk@willandmatters.org.uk

THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE HELD ON 22ND DECEMBER 2011 AT WILLAND VILLAGE HALL AT 19.00

MINUTES

Present: Cllrs Ursell, Phare, Crick, Mander, Warren, 1 x volunteer – Mr Dennis, Tracy Leaman (Parish Clerk)

1. Apologies: Cllrs Baker, Firkins, Crawford, volunteer – Mr Holmes

2. Matters arising - None

3. Financial review

Precept Proposal – Three documents were forwarded to the committee before the meeting for consideration. There followed a detailed discussion of the proposed precept and the proposed precept considerations. The concept of both will be considered for approval at the Full Council meeting in January.

Cemetery fees review – An increase of 3% was proposed and agreed unanimously from 1st April 2012.

Allotment fees review – Cllr Crick suggested an increased water contribution of £2.00 per whole plot and £1.00 per half plot, in line with the water bills received in the current year, rather than increasing the rent, this was unanimously agreed and will commence on 1st October 2012. The Clerk will write to the association secretary. **Action Clerk**

Transferring funds to earn more interest – Cllr Ursell explained how the money could earn more interest and will prepare a proposal for a future meeting. **Action Cllr Ursell**

Victim Support donation decision – the committee unanimously agreed not to support the application.

Affordable Housing Survey donation decision – Cllr Ursell proposed that the committee do not provide a donation as the Parish Council was required to carry out the survey and the suggestion of a donation was not mentioned during any of the discussions. The Clerk will write to John Scott. **Action Clerk**

4. Emergency plan – Cllr Phare thanked Cllr Warren for all his hard work in compiling the plan. Cllr Warren requested that Cllrs keep him up to date with any changes in contact details as they occur to enable the plan to be fully updated at all times.

5. Parish plan – Cllr Ursell suggested starting again in January with the new

distribution/collection mechanism.

6. Standing orders

Adoption of orders 27 – 33, the following order was also adopted, the committee agreed unanimously.

Individual Councillor Meetings

Parish Councillors will take their work input from various sources

- Residents
- Parish Council/ Councillors/Parish Plan
- Their own personal vision and initiative. (although they would ensure that this is embedded in the Parish Plan and activities)

In order to form their own views and bring proposals to the Parish Council, Councillors will spend time meeting with a variety of people and organisations. These are private discussions and there is no requirement to notify the Parish Council about them or to keep notes from them.

Any request for help from Residents should where appropriate be notified to the Parish Clerk, this will be with the Chairman's consent either become an agenda item, or added to the communications section of the next Full Council agenda. This allows the Parish Council to ensure that all such requests are logged, monitored and dealt with properly.

Meeting closed: 21:47

Cllr Ray Ursell

Chair Willand Parish Council