

## **WROCKWARDINE PARISH COUNCIL**

**Minutes of the Finance & General Purposes Committee Meeting held on  
Thursday 2<sup>nd</sup> September 2004 at Admaston House at 7.30 p.m.**

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**Present:**

Cllr. – E. A. Cowling Committee Chairman  
Cllrs. K.J.S. Ballantyne, C. Carver, Ms. T. Kenny and  
S. Rawlings.  
Mr. M. Goldstraw – Clerk

**F&GP**

The Chairman welcomed all to the meeting.

**04/35 Apologies for Absence**

All Members of Committee being present, there were no apologies due.

**04/36 Minutes**

**The Minutes of the meeting held on 8<sup>th</sup> July 2004 were confirmed and signed, by the Chairman, as a true record.**

**04/37 Budget 2005/6 Preparation**

**a) Budget 2005/6**

Members confirmed that there had been no further suggestions or amendments put by Councillors to the proposed budget presented with the last minutes of Committee.

**Salary**

The Clerk informed the meeting that:

The National Joint Council (NJC) for Local Government Services has reached agreement on rates of pay applicable from 1<sup>st</sup> April 2004. Consequently the National Association of Local Councils and the Society of Local Council Clerks jointly recommend that the salary scales of all full and part time clerks be adjusted in accordance with the new spinal column points (SCP), staff supplements and London weighting allowance.

Further:

The National Joint Council for Local Government Services has reached agreement on the rates of car allowances payable from 1<sup>st</sup> April 2004.

Proposed by Cllr. Cowling (Chairman F&GP Committee)

Seconded by Cllr. Ballantyne (Council Chairman)

**RESOLVED**

That the F&GP Committee recommends to Council that the rates of pay from 1<sup>st</sup> April 2004 along with the recommended rates of car allowances also payable from 1<sup>st</sup> April 2004 as set out in the agreement reached by the National Joint Council for Local Government Services and endorsed by both the National Association of Local Councils and the Society of Local Council Clerks be formally adopted.

RESOLVED

That the Clerk be formally appointed to the pay scale set out in Spinal Column Point 17 [Seventeen] on the NJC National Salary Pay Scales for Local Council Clerks with effect from 1<sup>st</sup> April 2004.

**Street Lighting Admaston Spa**

The Clerk read out a letter from a resident of Admaston Spa which requested that the footway light at the entrance to the Spa be replaced with one more in keeping with the area. The resident offered to make a contribution towards the cost depending upon how much it would actually cost. A further letter from the resident asked Members to consider the replacement of two other lights within the area of the Spa.

RESOLVED

To thank the resident for the letter and state that the request will be considered along with other lighting projects which are to be before council shortly. Further that Council should, via the newsletter, ask the parish what it is prepared to spend as part of footway lighting and other projects mentioned in any Development Plan. In the mean time, members agreed that the resident should be asked if he was prepared to fund 100% of the likely cost – if so, subject to other considerations and conditions, members could not see why the replacement could not take place.

**Community Safety Officers**

The Clerk informed the meeting that those responsible for the CSO schemes were prepared to make a presentation to Council and that it may be possible to share the costs (and time) of a CSO with other parish or parishes. Members discussed possible sharing with neighbouring parishes.

RESOLVED

To invite the CSO controllers to a separate meeting of Council and to find out if any other local council would be willing to a) attend the presentation and b) consider the possibility of shared costs/time.

**Neighbourhood Watch Signs**

Members considered the offer by the Borough to bulk co-ordinate a bulk buy programme for NW signs which would bring the cost down from £15 per sign to £5 per sign (minimum purchase per Parish Council to be 25 signs).

RESOLVED

That the Finance and General Purposes Committee should fund the purchase of 25 signs at a total cost of £125 from the F&GP delegated budget. Signs to be donated to NW co-ordinators as needed.

**b) Development Plan 2005 - 2007**

Cllr. Ballantyne asked Members to look at those ideas suggested at the Blue Sky Thinking Session, all of which have cost implications, isolate those which

are required in the Development Plan and investigate approximate cost so that proposals can be put in the next Parish Magazine for consideration by the public. Members agreed to contact either the Chairman, Chairman of F&GP Committee or the Clerk prior to the next F&GP meeting with proposals to be put to the public.

It was agreed that the magazine should have a pull out section to deal with Development Plan matters and the Clerk was asked to investigate the cost of Free Post facilities to enable responses from the public to be received.

**04/38 Risk Assessment**

**Play ground Wrockwardine**

Members discussed the ROSPA playground report. The Clerk reported that none of the items were listed as urgent and it was agreed that a summary be made available so that a schedule of any works might be agreed.

**Bank Account**

The Clerk reported that he now had the necessary forms for approved signatures to sign (a visit to the bank with id would be required). Members heard that the suggestion that the Clerk be able to transfer money between accounts would only be possible if the Clerk were a signatory. The Clerk stated that he would not wish to be a signatory on the account and suggested that he produce a letter of authority with the required transfer amounts on it to the appropriate meetings of Council to be approved (and signed) along with the reconciling accounts. It would then be possible for Councillors to ensure by checking documents that a lawful transfer of funds was taking place.

**Bacs system to deal with Clerks salary**

Cllr. Ballantyne requested that members consider the method of physically paying the Clerks salary stating that the present system of paying by way of cheque could place payment in jeopardy if there should be an occasion where only one account signatory was present at the meeting. The Clerk confirmed that this had happened on two recent occasions. Members agreed that the Clerks salary could be paid by BACs transfer. Clerk to obtain the necessary forms from the bank.

**04/39 Next Meeting**

Members agreed that the next meeting should be Thursday 30<sup>th</sup> September at Wrockwardine Parish Hall at 7.15 p.m. and that henceforth meetings should revert to the last Thursday of the month and where possible alternate between venues.

There being no further business the meeting closed at 8.43 p.m.

*Signed* \_\_\_\_\_  
*Chairman*

*Date* \_\_\_\_\_