

DALSTON PARISH COUNCIL

Forge Green
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Minutes of the Policy and Resources Committee Meeting held at Forge Green, on Monday 31st October 2016 at 7.15pm.
S. Milburn (Clerk)

Present

Cllr Byers Cllr Baxter Cllr Auld Cllr Drouet Cllr Kyle

1. Apologies

Apologies were received from Cllr Dalton.

2. Minutes

The minutes of the Policy and Resources Committee meeting held on 20th September 2016 were approved and signed by Cllr Byers as a true record.

It was noted that the Health and Safety Policy and Risk Management Policy was not on the agenda to be discussed as stated in the minutes of the last meeting on the 20th September 2016. This will be an agenda item at the next meeting.

3. Declarations of Interest

There were no declarations of interest.

4. Public Participation

There were no members of the public present.

5. Financial Regulations

The Financial Regulations were amended. They are now to be issued to all councillors and ratified at the Parish Council meeting on the 8th November 2016. It was requested that the document has a clear title this is to include the date and version number.

6. Budget / Precept

The budget for 2017/18 was discussed and set, this is to be ratified at the Parish Council meeting on the 8th November 2016. Reasoning behind the 12% precept increase is detailed below:-

- **Concurrent Services Grant** – this grant, which historically was paid to PCs which were Burial Authorities, has now been phased out. This means that Carlisle City Council is no longer prepared to compensate Dalston for the expense of running a cemetery.
- **Council Tax Support Grant** – while additional clarification will be sought by Cllr Kyle, it is thought that this has now been phased out.
- **Forge Green Property Maintenance** – it was agreed that the PC must take urgent steps to do all the internal work, including damp remedies and the roof, during the 2016/17 financial year. This will leave the chimney and other necessary external work still to be completed in 2017/18.
- **Band D Property Charge** – in 2017/18 this calculates to 11p per property per week.
- **2017/18 Deficit** – this is mainly represented by the essential repair work to Forge Green.

7. Cemetery Policy

It was agreed that there should be a £100 administration fee for changing / transferring a burial plot to a different location. The Clerk is to update the Cemetery Fees 2016 document accordingly.

8. Set Policy & Resource meeting dates for 2017

It was agreed to have meetings in February, May, September and November 2017. The exact dates are to be confirmed.

9. Councillor Matters

- Cllr Kyle is to report on the Charitable Trust Awards 2016 at the Parish Council meeting on the 8th November.

Dates of Forthcoming Meetings

Next meeting of The Parish Council to take place on 13th December at Forge Green at 7.15pm

Policy & Resource Meeting Dates for 2017:- February, May, September & November.

Property & Maintenance Meeting dates for 2017:- End March, beginning April.

The meeting closed at 9.10pm.