

BROUGHAM PARISH COUNCIL

DRAFT ONLY

Minutes of the Meeting held on Wednesday November 23rd 2016
at 5 Brougham Hall Gardens, starting at 7.30 pm

Present: Mrs J Jennings, Mr R Stables, Mr AVL Williams (Chairman)

1. Apologies

Mrs S Harden, District Councillor Sawrey-Cookson

2. Declaration of Interests

None

3. Minutes of the Meeting on September 8th 2016

The previously circulated Minutes were accepted as a true record and signed by the Chairman

4. Matters Arising

4.1 The Community Emergency Plan had been circulated to the Parish.

4.2 The Chairman has proposed to the Trustees a routine dialogue about future plans for Brougham Hall.

5. Purchase of Computer

Councillors discussed the options for a lap-top computer from the available specifications, which were not quite like-for-like.

It was agreed that:

- a new computer would be preferable to a second-hand one;
- it should be locally purchased in order to facilitate servicing
- for sustainability it should have at least Windows 10 as its operating system;
- Updates will be required.

Further enquiries would be made to facilitate the comparison of quotations.

6. Financial Report

The FO reported that the only transaction, approved at the meeting on July 6th, was £11 for printing the Community Emergency Plan. The resulting bank balance is £1,550.10, which is within budget.

Councillors checked the cash book and bank statement. The auditors have been informed that all the administrative requirements for 2015 – 2016 were complete and a submission date of 15th May was requested for 2016 – 2017.

7. Payment of Accounts

There were no outstanding accounts.

8. Budget & Precept for 2017/18

A wide range of budget options depending on decisions about the computer and a defibrillator were discussed. It was agreed that realistically the precept should be £240, the same as this year, subject to any legislative changes being introduced.