

BROUGHAM PARISH COUNCIL

Minutes of the Meeting held on Wednesday 29th November 2017
at Stable Cottage, starting at 7.30 pm

Present: Mrs S Harden, Mrs J Jennings, Mr R Stables and Mr AVL Williams

In attendance: Cllr H Sawrey-Cookson

1. Apologies

None

2. Declaration of Interests

Sarah Harden declared a financial interest in Agenda item 9.5

It was agreed to leave this item to last on the Agenda to allow her to withdraw from the meeting without missing other Agenda items.

3. Adjournment of Meeting

None

4. Minutes of Meeting on September 28th 2017

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

5. Matters Arising from Meeting on September 28th 2017

5.1: Computer Purchase

An application for a Grant of £1,034.50 from the Transparency Fund has been supported by CALC and forwarded to NALC for approval.

Richard Stables will attend the associated training course.

No orders to be placed until Grant received

5.2: CALC Membership

Further to the meeting with Sonia Hutchinson of CALC on October 12th and as a response to the increased legislative demand on parish councils' time and professionalism it was agreed to apply for membership of CALC.

5.3: EDC Devolution & Transfer of Assets

CALC met EDC. EDC is not seeking to transfer assets to small parishes such as Brougham.

6. Financial Report

There have been no transactions since the last meeting. The bank balance remains unchanged at £1524.10. The bank statement, cheque book and cash book were checked by Council.

6.1: Audit progress

The auditors appointed for Small Councils in Cumbria are PKF Littlejohn LLP

The new documentation is expected to be similar to previous years.

Richard Stables will establish whether Brougham meets the criteria for Exemption.

7. Payment of Accounts

CALC Membership £132.60 (2017 levels) was approved

8. Budget & Precept for 2018/2019

Discussion paper previously circulated by the FO.

The large increase in budget is required to join CALC and pay for a Clerk in order to meet the professional standards needed to comply with recent legislation

The FO is to develop a final proposal based on the medium budget estimate of £660. The precept increase is to be phased over 3 years with the 2018/19 figure of £420 to be confirmed.