

# Minutes

of a meeting of the

## Yatton Parish Council

### Finance, Personnel and Administration Committee

held on

**20 June 2011**

in Hangstones Pavilion

Meeting Commenced: 7.30 p.m.

Meeting ended: 8.45 p.m.

**Present:** Councillors: David Crossman, Wendy Griggs, Graham Humphreys, Susan Morris, Ian Payne, Viv Wathen, Jean Watson and Theresa Williams

**In attendance:** Councillor Roger Wood, Clerk and three members of the public

#### **MATTERS FOR DECISION**

##### **FIN1/11: Election of Chairman**

David Crossman took the Chair as Chairman of the Council.

RESOLVED that Ian Payne be elected Chairman of the Committee

Ian Payne took the Chair

##### **FIN2/11: Election of Vice-Chairman**

RESOLVED that Wendy Griggs be elected Vice-Chairman of the Committee

##### **FIN3/11: Apologies for Absence**

None received

##### **FIN4/11: Declarations of Interest**

The following interests were declared:

- Wendy Griggs, personal and prejudicial interest in the grant application by the Methodist Church Youth Workers Group, as a member of the Group
- Viv Wathen, personal interest in the grant application by Yatton Music Society, as the Parish Council's representative on the Society
- Jean Watson, personal interest in the application by Avon Wildlife Trust, as a member of the Trust

- Wendy Griggs, personal interest in the grant application by the Community Drugs Misuse forum, as a governor of Yatton Federated Schools

## **PUBLIC PARTICIPATION**

### **FIN5/11: Public participation**

#### Grant applications

Methodist Church Youth Workers Group: Niccy Lockhart spoke. She thanked the Parish Council for last year's grant. She had recently started detached work on Friday evenings, and planned to start work on Thursdays meeting Claverham youngsters off the school bus.

The youth forum continued to meet monthly and the skate park users group met regularly. The young parents centre had been handed over to the Children's Centre but had now ceased to meet. It looked as if North Somerset Council would withdraw all funding from Yatton Youth Club as from 1 April 2012.

Avon Wildlife Trust: Kate Pressland, Senior Project Officer, spoke. The application was for the North Somerset Wetlands Programme, a large scale survey of invertebrates and plant life.

Cross Roads Care North Somerset: David Elston spoke. The organisation existed to bring carers together. Around 74 carers of all ages lived in Yatton and Claverham.

(Vine Counselling and the Community Drug Misuse Forum sent apologies.)

The Chairman thanked all those who had spoken.

## **MATTERS FOR DECISION**

### **FIN6/11: Minutes of the Meeting held on 11 April 2011**

The minutes of the meeting held on 11 April 2011 were approved as a correct record and signed by the Chairman.

### **FIN7/11: Grant applications**

Members considered grant applications (application forms at Annex 1, supporting documents in the grants file)

(1) Yatton Methodist Church Youth Worker Group

Wendy Griggs, having declared a personal and prejudicial interest, left the room.

RESOLVED that a grant of £4,350, to pay Niccy Lockhart's employment costs, be made to Yatton Methodist Church Youth Worker group (power to provide recreational facilities, 107/4720).

Wendy Griggs returned to the room.

RESOLVED that grants be made as follows, in each case for the purposes set out in the application form

(2) Cross Roads Care North Somerset: £1000 (section 137, 103/4711)

(3) Yatton Music Society: £250 (power to provide entertainment, 107/4701)

(4) Avon Wildlife Trust: £500 with an invitation to apply again when the project has engaged with the community (section 137, 103/4711)

(5) Vine Counselling: £500 with an invitation to re-apply in the next round (section 137, 103/4711)

(6) Community Drugs Misuse Forum: £370 (section 137, 103/4711)

#### **FIN8/11: Final report of the internal auditor for 2010/11 (Annex 2)**

Noted

#### **FIN9/11: Management of the Parish Council's risks**

Members considered a report from the Clerk and a summary risk assessment (Annex 3).

RESOLVED that the Chairman and Clerk be authorised to sign off the summary risk assessment.

#### **FIN10/11: Signatories on the Parish Council's bank accounts**

RESOLVED that Rosey Knifton be removed as a signatory on the Parish Council's bank accounts and that other signatories be left unchanged.

#### **FIN11/11: Car mileage rates**

Members noted that the tax-free car mileage rate had been raised from 40p per mile to 45p per mile.

RESOLVED that councillors and staff be paid for approved travel at 45p per mile.

**MATTERS FOR INFORMATION**

**FIN12/11: Summary income and expenditure report (Annex 4)**

Noted

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Chairman

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