



Chairman: Councillor Barry Frenchman

Clerk: Mrs L Compton
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Minutes of a Meeting of the Resources Committee of Spratton Parish Council

Held on **Tuesday 25th November 2014** in St. Andrew's Church Community Room, Spratton at **7.30 pm**

Present: Cllrs Michael Heaton (Chairman), Barry Frenchman, Jay Tindale and Lynn Hogg

12.14 PUBLIC FORUM

There were no members of the public present

13.14 RESOLUTION TO APPROVE APOLOGIES FOR ABSENCE

All members of the committee were present

14.14 MEMBERS' DECLARATION OF INTEREST/DISPENSATION REQUESTS for relevant items on the agenda (if any)

There were none.

15.14 2014/15 CASH BOOK SUMMARY AND YEAR-END FORECAST

This was noted, subject to an error in the amount of interest receipt to be included in the budget, which should be £25.

16.14 2015/16 BUDGET

Cllr Heaton referred to a v3 budget that had been circulated ahead of the meeting and advised that a few minor changes were necessary to it. Other than burial income and mowing receipts, there was habitually other income from hiring out the marquee/stage and interest and £400 should be included. The subscription to NCALC was due to rise substantially, and this item needed to be increased from £500 to £750. The budgeted amount for insurance, which had been reduced from £1250 to £950 in the expectation of being able to negotiate better terms, was too optimistic and a figure of £1100 should be used instead. These three changes were neutral. Cllr Heaton proposed that this revised budget, alongside a recommendation that the precept should remain unaltered at £39,000, should be made to the Council, seconded by Cllr Heaton and approved.

17.14 CLERK ROLE

a) It had been proposed by the Clerk that Chairs of Committees took responsibility for issues arising out of Council discussions and progressed these without reference to the Clerk, then making recommendations for the Clerk to include in the next available agenda. On behalf of resources, Cllr Heaton said that he was happy to do this. Cllr Frenchman to discuss with other Committee Chairmen.

b) Cllr Heaton tabled an evaluation of clerk's hours over the last 18 months which showed that, excluding the Neighbourhood Plan, these were commensurate with an average of 20.4 hours per week. It was agreed that Cllr Heaton should discuss with the clerk a change to her contract, effective 1 April 2015, which would not specify a weekly number of hours but instead would require her to fulfil the job as described by an (updated) job description. Her salary, however, would be based on 20.5 hours per week with annual leave entitlement as per the existing contract. There would be no overtime entitlement, and no facility as a result to take time off in lieu. Subject to agreement with the clerk, these new terms would be recommended to the Council.

So that councillors and parishioners alike could know when they would be able to telephone to speak to the clerk, Cllr Heaton would also discuss set hours for, say, three days a week when the office would always be manned.

c) A request from the clerk (email 18 November) to deal with outstanding leave and time off in lieu was tabled and discussed. It was agreed to accept this as a basis for dealing with these matters except the proposal in respect of time off in lieu. Any time off in lieu outstanding at the end of March 2015 would be paid – currently estimated at 20.25 hours. A maximum of one week's holiday can be carried forward in accordance with the contractual arrangements.

d) Pension Scheme arrangements and costs. The clerk is a member of the Local Government Pension Scheme (LGPS), and the current cost to the employer of 23.35% will rise to 24.3% from April 2015. Whilst in percentage terms this is a high rate, Cllr Heaton pointed out that the effective overall cost of employing the clerk would be about £15.8 per hour and that this rate was commensurate with a job with the responsibility and complexity shown by the job description. This opinion was fully endorsed by the other members of the committee

Cllr Heaton was in contact with the local LGPS office in connection with the apparently unlimited employer rate which might be necessary to fund this defined benefit scheme. He had received the following response
In terms of your point on the employer meeting the future funding costs and the limit on this required, there has just been a government consultation on this matter to address this issue. However, the proposal is not to 'cap' individual employer rates but to implement a scheme wide cost cap which would prompt action to adjust the scheme in other ways, therefore not imposing this further cost on the employer. The consultation closed last Friday and the document will be published when the government has responded to the proposal.

18.14 ANY OTHER BUSINESS
None

The meeting closed at 8.40