Minutes of a meeting of the **Calstock Parish Council**,
FINANCE and GENERAL PURPOSES COMMITTEE
held on **Tuesday 07 November 2023, in the Tamar Valley Centre at 1800**

Those present were; -
COUNCILLORS: Cllr Boreham, Cllr Newton Chance, Cllr Tinto, Cllr Warwick (Chair), Cllr Wakem
Miss Clare Bullimore (Acting Clerk - minutes)

1. Apologies
None, all present.

2. Declarations of interest
None.

3. Public participation
None.

4. Approve minutes of last meeting, 18-07-2023
It was proposed and agreed that the minutes be accepted.
Proposal/Resolution: To approve the minutes. Proposed Cllr Tinto, seconded Cllr Boreham.

5. Matters Arising
Annual Governance Accountability Return – all completed with no issues.
Budget reports to include a line for CIL and projected out turn column – actioned.

6. Grant Requests
Gunnislake Community Matters
Proposal/resolution: to grant GCM £250 towards Gunnislake's Christmas Lights. Proposed: Cllr Wakem, seconded: Cllr Boreham – unanimous.
Chilsworthy Defibrillator
Some concern was raised about the defibrillator being on the wall of the pub which is currently closed and how the electricity is being paid.
Proposal/resolution: to grant Chilsworthy Community £800 towards the new SWASFT defibrillator scheme. Proposed Cllr Newton Chance, seconded: Cllr Boreham, unanimous.

7. Expenditure
The Acting Clerk explained that an ash dieback needs removing urgently. It is on the boundary of the St Ann's Chapel Playing Field and the privately owned field and land ownership is not clear from Land Registry documents. However, if the tree does fall it will fall onto the road.

Proposal/resolution: to agree for it to be removed but ask the owner of the land adjacent for a financial contribution. Proposed: Cllr Newton Chance, seconded: Cllr Tinto.

8/9. Current year financial reports and budgetary requirements/precept

The current year's financial statements were reviewed, and adjustments recommended for next years' budgets and precept requirements.

Committee requirements	Movement
Amenities	
For the purposes of this exercise the income and expenditure from Waterfront activities were included.	
Set aside improvements to Calstock Railway Car Park.	+5000
Commission the devolved cleansing service for four car parks managed by the Parish Council to see an increase in car parks expenditure.	+8000
Increase toilet cleansing: Calstock require 2 cleans a day during the summer and Gunnislake should be budgeted for 7 days a week.	+10000
23/24 budgeted for Calstock car park ground work which is no longer required.	-7000 (car parks)
The 23/24 budgeted spend excluding money put into reserves was £45,500. For 24/25 this should be increased by £16,000 to £61,500.	
24/25 expected income is £9,000.	
Expenditure of £52,500 is required.	
Reserves of £12,000 are also required.	
Therefore the precept requirement is £64,500.	
Reserves to be made for: Car Parks generally (£6000), pontoon (£3000) and the footbridge at Calstock (£3000)	

Burials	
This committee is an income generating committee. Ear Marked Reserves contain £15,000 no further EMR's required. 24/25 Income expected £12,000. Expenditure of £2,000 expected. ***(Precept requirement is -£10,000)***	
ECE	
To increase the budget to £3,000 to build on public engagement, research and training. No income is expected (any grants received will be spent on project delivery and will not incur profit). The 23/24 budgeted spend was £2,000. For 24/25 this to be increased by £1,000. **The precept requirement is £3,000.**	+1,000
Finance	
Tools and consumables for outside staff need replacing and more may be required with additional staff (£5000). The current lease on the van is due to expire in November 2024 and a second vehicle is likely to be required if additional staff are employed in the outside services (£11,500). Vehicle running costs are likely to increase if more staff are employed (£6300). The budgeted 23/24 spend was £44,150 The expected expenditure for 24/25 is £56,150. No income is expected. **The precept requirement is £56,000.**	+3,000 +7,000 +2,000

Personnel	
It was agreed to add an additional £7000 for salary inflation but anticipated that salaries would remain the same with the loss of the previous Clerk's scale and new role in post. The 23/24 spend was budgeted for £153,000. No income is expected. **The precept requirement is £160,000.**	+7,000
Recreations	
The Committee requested money for playground equipment refurbishments. Consumables and maintenance set at £15,000. Footpath improvements will not be required. Improvement schemes will not be required. The 23/24 budgeted spend was £28,500 excluding reserves. 24/25 to be increased by £1500. Reserves of £10,000 will be required for replacement of playground equipment (the Fosters Field EMR will be amalgamated into this). The Capital Works Programme will remain at £23,000 for the skate park replacement (this CWP replaces the Skate Park EMR). Income is expected to be £3,000. **The precept requirement is £60,000.**	+12,350 +5,700 -12,000 -4,550
2024-25 TOTAL PRECEPT REQUEST:	**£333,500**

Proposal/resolution: to recommend to full council the precept is £333,500 which is an increase of £1.56 per month for Band D households (a 15.5% increase on last year's precept). Proposed: Cllr Newton Chance, seconded: Cllr Tinto – unanimous.

The meeting closed at 2000.

Signed: ..... Date: .....

Actions:

- If approved by full council a press release to be drafted by CB with approval from MW
- Review figures in April – Committee, and ensure the SCRIBE package is populated correctly – MW and the Clerk