

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Extraordinary Council Meeting held at the Village Hall (Lower Room)**  
**on Wednesday 22nd January 2020 at 7.15pm**

**Present:** Councillors: L Maurer (Chairman), B Longland, G Webber, H Newcombe, P Burnell, J Hawkins, P Pudduck, E Jones

**In Attendance:** Miss Sue Balsdon – Clerk to the Council.

There were no members of public present.

**C/156/19 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/157/19 – To receive any apologies for absence from the Meeting.**

J Hacking, S Smith.

**C/158/19 - To receive any Declaration of Interest. [Councillors are also reminded that they must register any new interest or change in any interest already registered within 28 days of that new interest or change].**

There were no declarations of interest noted.

***The Council Meeting was suspended to allow members of the public to ask questions and make representations to the Council:***

There were no members of public present at the meeting.

**The Council will reconvene to discuss the following items:**

**C/159/19 - To consider the draft 2020/2021 budget figures and make any other amendments considered necessary.**

A schedule of proposed budget changes produced by the Clerk for 2020/21 were considered and approved by Councillors. Please see appendix 1 – Budget changes.

**C/160/19 - To agree the final Precept figure for 2020/2021.**

The Council voted in favour of increasing the precept by £2,954 to £43,207.

*The Meeting ended at 8.00pm*

**Minutes Approved:** ..... Councillor L Maurer – Chairman

## Proposed Budget Changes 20/21

| Details   | Budget<br>19/20 | Budget<br>20/21 | Variance<br>19/20<br>compared<br>with 20/21 |
|---|-----------------|-----------------|---|
| <b>INCOME</b>   |                 |                 |   |
| <b><u>Precept &amp; Finance</u></b>   |                 |                 |   |
| Annual Precept  | £40,253         | £43,207         | £2,954                                      |
| Government Grant to compensate Council Tax Benefit removed from tax base (Council Tax Support Grant - CTSG) | £636            | £318            | -£318                                       |
| Bank Interest   | £25             | £0              | -£25  |
| <b>Total</b>  | <b>£40,914</b>  | <b>£43,525</b>  | <b>£2,611</b>                               |
|   |                 |                 |   |
| <b><u>Cemetery</u></b>  |                 |                 |   |
| Interment   | £1,000          | £1,200          | £200  |
| Memorials   | £1,000          | £1,200          | £200  |
| Exclusive Rights  | £500            | £600            | £100  |
| Other Inc Grave Digging   | £1,000          | £1,200          | £200  |
| <b>Total</b>  | <b>£3,500</b>   | <b>£4,200</b>   | <b>£700</b>                                 |
|   |                 |                 |   |
| <b><u>Moorings</u></b>  |                 |                 |   |
| Fees  | £7,140          | £8,000          | £860  |
| <b>Total</b>  | <b>£7,140</b>   | <b>£8,000</b>   | <b>£860</b>                                 |
|   |                 |                 |   |
| <b><u>Other Income</u></b>  |                 |                 |   |
| Allotment Fees  | £0              | £300            | £300  |
| Hanging Basket Sponsorship  | £0              | £300            | £300  |
| <b>Total</b>  | <b>£0</b>       | <b>£600</b>     | <b>£600</b>                                 |
|   |                 |                 |   |
| <b>GRAND TOTAL</b>  |                 |                 | <b>£4,771</b>                               |
| <b>EXPENDITURE</b>  |                 |                 |   |
| <b><u>Councillors</u></b>   |                 |                 |   |
| Election Expense (New Councillor Training)  | £500            | £129            | -£371                                       |
|   |                 |                 | <b>-£371</b>                                |
|   |                 |                 |   |
| <b><u>Admin</u></b>   |                 |                 |   |
| Postage   | £150            | £175            | £25   |
| Room Hire   | £625            | £600            | -£25  |
| Stationery  | £300            | £400            | £100  |
| Subscriptions   | £525            | £538            | £13   |
| Temporary Event Licenses  | £0              | £21             | £21   |
| Telephone   | £100            | £0              | -£100                                       |
| Adverts   | £200            | £0              | -£200                                       |
| Photocopying / Printing   | £100            | £25             | -£75  |
| Outsource Payroll   | £0              | £100            | £100  |
| Insurance   | £1,000          | £1,137          | £137  |
| Firewall  |                 | £75             | £75   |
| Unity Bank Service Charge   | £0              | £72             | £72   |
| <b>Total</b>  |                 |                 | <b>£144</b>                                 |

|  |         |         |                |
|--|---------|---------|----------------|
|  |         |         |                |
| <b>AMENITIES &amp; ENVIRONMENT</b>       |         |         |                |
| <b><u>Amenities</u></b>                  |         |         |                |
| Beacon Road                              | £2,500  | £0      | -£2,500        |
| Bus Shelters/Litter bins                 | £1,150  | £0      | -£1,150        |
| Gardens/Trees/Hedges/Footpaths           | £0      | £2,500  | £2,500         |
| Grounds Maintenance - DTC / SHDC         | £8,008  | £7,512  | -£496          |
| Drains Clearance                         | £2,000  | £1,700  | -£300          |
| Lengthsman                               | £2,185  | £2,276  | £91            |
| EDF Energy                               | £300    | £350    | £50            |
| Public Toilets                           | £6,604  | £4,798  | -£1,806        |
| Misc Exterior Works                      | £0      | £125    | £125           |
| Chapel & Tool Shed                       | £750    | £250    | -£500          |
| General repairs/cleaning/bins            | £300    | £0      | -£300          |
|  |         |         |                |
| <b><u>Mooring Costs</u></b>              |         |         |                |
| Pontoon Repairs                          | £1,000  | £0      | -£1,000        |
| DHNA                                     | £1,250  | £1,275  | £25            |
| Backdated VAT Registration               |         | £2,500  | £2,500         |
| <b>Total Amenities &amp; Environment</b> |         |         | <b>-£2,761</b> |
|  |         |         |                |
| <b><u>Neighbourhood Plan</u></b>         |         |         |                |
| Neighbourhood Plan                       | £0      | £1,500  | £1,500         |
|  |         |         | <b>£1,500</b>  |
|  |         |         |                |
| <b><u>Section 137</u></b>                |         |         |                |
| Christmas Lighting /Fore St Lights       | £1,200  | £1,250  | £50            |
| Hanging Baskets                          | £400    | £825    | £425           |
| Shakespeare Event - Portaloo             | £0      | £100    | £100           |
| Remembrance Service                      | £70     | £150    | £80            |
| Kingswear Environment Group              |         | £500    | £500           |
| Annual Parish Meeting                    |         | £250    | £250           |
| <b>Total</b>                             |         |         | <b>£1,405</b>  |
|  |         |         |                |
| <b><u>Staff Costs</u></b>                |         |         |                |
| Salary & Office Allowance                | £13,869 | £18,091 | £4,222         |
| HMRC                                     | £2,794  | £3,489  | £695           |
| Pension                                  | £2,001  | £2,388  | £387           |
| Mileage Allowance                        | £500    | £300    | -£200          |
| Training                                 | £500    | £250    | -£250          |
| <b>Total</b>                             |         |         | <b>£4,854</b>  |