

SNETTISHAM PARISH COUNCIL

Minutes of the extraordinary meeting of Snettisham Parish Council held on 6th November, 2013 at 6.30 p.m. in the Parish Office

Present:

Cllr E Langford (EL) – Presiding

Cllr J Bailey (JB), Cllr S Codd (SC), Cllr I Devereux (ID), Cllr E Fountain (EF), Cllr M Fountain (MF), Cllr A Gascoigne (AG), Cllr A Lamplugh (AL), Cllr D Snelgrove (DS)

Also in attendance: Mr A Skipper (RFO),
Three members of the public

Minutes taken by Simon Bower (Clerk to the Council)

The meeting commenced at 7.30p.m.

2013.11.06.01 – There were no **apologies** for absence.

2013.11.06.02 – The meeting was **closed to the Public** as per agenda at 7.32.

Members of the Public left having objected to this. The chairman explained that no decisions were being made at the meeting.

2013.11.06.03 – The RFO proposed changing from an accrual- to cash-based **accounting system** in future to avoid misunderstandings over figures. He also suggested putting the internal audit work out to **tender**. These to be future agenda items. Concern over public **inspection** led to suggestion that standing orders could specify what information should be included in this process.

2013.11.06.04 – Council were presented by the RFO with a preliminary document with two **projections** – one in line with current activity, the second with possible cuts to keep overall budget the same. The Clerk read **advice** on budget-setting from NorfolkALC, in particular stressing that Council Tax Benefit grant received last year is not guaranteed; BCKLWN yet to decide. RFO and Clerk stressed that much of the budget was fixed – utilities, insurance, salaries, interest payments etc. Council then proceeded through the figures in detail, asking questions of the RFO regarding details, and proposing possible changes and clarifications. It was also suggested that expenses claims should be more closely tied to the area to which they were relevant, and that training for councillors be given a higher priority. Areas where more detail was needed included the toilets at the Beach, maintenance work, legal fees and general village work. These needed the Amenities, Market Square and Beach Footpath groups to produce a breakdown of those Support/Working Groups' detailed requests. Meetings to produce these to be arranged asap. On discussion of Beach Footpath costs, Cllr Devereux made a brief statement in line with his previous declarations of interest, and left at 9.00p.m.

2013.11.06.05 – Current legal position of lease on Car Park is that lawyers are arguing over whether end of lease is February or October. The uncertainty will have considerable effect on budget, staffing etc. Proposal to have agenda item to get a legal opinion from barrister before moving forward. Council were reminded of the deadlines for figures (20th November) and payments (end of November) to be submitted to Ken Hill.

Meeting Concluded at 9.40p.m.

Signed:

(Chairman) Date: 13/6/2013