

## COLLINGBOURNE DUCIS PARISH COUNCIL

### MINUTES OF MEETING HELD AT COLLINGBOURNE PRIMARY SCHOOL ON THURSDAY 8 JANUARY 2004

Present: Cllr A H Still (Chairman)

Cllrs B Bale, P Carter, P Cogdell, M Cox, C Price, JC Robinson, JW Robinson, P Shields, A Stone  
County Cllr M Connolly and two members of the public.

1. **Apologies:** None.
2. **Chairman's announcements:**  
**Provisional Local Government Finance Settlement 2004-05:** The Chairman outlined the main points contained in a letter written by the Leader of Kennet District Council to the Local Government Association asking that the issue of unfunded spending pressures be raised with the Minister. KDC will only receive a notional grant increase of £158,000 in 2004/5 and is faced with a number of increases in core costs well in excess of that figure. In order to produce a balanced budget in 2004/5 KDC will have to make staff and service cuts of some £700,000 as well as increase council tax substantially.  
**Letter of thanks:** A letter of thanks has been received from the First Collingbourne Air Scout Group for the donation for their litter pick.
3. **1.04 Parish Council Vacancy – Co-option:** Mr Adam Molyneux-Downs was co-opted as a member of the Parish Council and signed a written undertaking to fulfil the requirements of this role and observe the Code of Conduct. He was given a copy of the Council's Standing Orders and the Chairman welcomed him to the Council.  
Proposed by Cllr J C Robinson seconded by Cllr Shields. Agreed nem con.
4. **Minutes of the last meeting** held on 4 December 2003:  
The Minutes were agreed as a true record.  
Proposed by Cllr Cogdell seconded by Cllr Carter. Agreed nem con.  
**2.04 Matters arising:** Cllr JW Robinson confirmed that a cheque has been received from Collingbourne Football Club for the outstanding recreation ground tenancy fee. Cllr Cogdell reported that the Queen Elizabeth II Golden Jubilee Memorial will be removed from its site shortly by Mr M Gregory for maintenance work.
5. **Declaration(s) of Interest:**  
Cllr Cox declared an interest in item 7 on the agenda (requests for donations) as he is married to the Scout Leader. Cllr Bale declared a similar interest as she is on the Scout Group's Executive Committee. Cllr Stone also declared an interest in item 7 as he is on the Comrade's Club Committee.
6. **Adjournment for public comments/questions -7.38 pm.**  
  
The meeting reconvened at 7.45 pm.
7. **3.04 Finance Committee Report:**  
Cllr JW Robinson presented the monthly financial statement for December 2003.

#### **Requests for donations:**

**Collingbourne Comrades Club:** The most urgent repairs to the roof have been carried out and consideration of the request for a donation is to be deferred until a future meeting of the Council.

**First Collingbourne Air Scout Group:** Cllr JW Robinson read out a letter requesting an £80 donation towards the Group's insurance premium. It was agreed to give £100.

Proposed by Cllr Shields seconded by Cllr Cogdell. Agreed nem con.

**Collingbourne Ducis Village Hall Trust:** A detailed business plan has been received and the request was considered at the Finance Committee Meeting held on 6 January. It was agreed that a grant of £5000 or 20% of the total cost of the roof repairs, whichever is the lower, be offered subject to the following conditions:

That the PC sees more detail of the breakdown of the expected income stream from lettings once the Village Hall is re-opened.

That the PC see written confirmation of WCC's offer of help, if any, with the roof repairs and the written agreement for the ongoing use of the Village Hall by the rebuilt Primary School.

That the PC has sight of the accepted tender for the roof repairs.

That the PC can appoint three members to the Village Hall Management Committee subject to the Trust's rules permitting this.

Proposed by Cllr JW Robinson. Seconded by Cllr Shields. Agreed nem con

**Precept 2004/2005:**

The Budget Forecast remains largely the same as the previous year apart from one additional item – Internet Services £350 to set up a system of disseminating information via the Internet. Cllr JW Robinson outlined the few changes which were as follows:

Budgeted Expenditure:

Donations and subscriptions:

- £400 for Other donations (a reduction of £400).

Total forecast £1,275 (a decrease of £385).

Administration:

- £845 for Insurance premiums (an increase of £105).
- £350 for Internet services (additional item).

Total forecast £9,181 (an increase of £211).

Services:

- £4,500 for Grass cutting and grounds maintenance (an increase of £750).

Total forecast £6,590 (an increase of £725).

TOTAL FORECASTED EXPENDITURE £17,046.

TOTAL FORECASTED INCOME (excluding Precept) £4,486.

It was agreed that the Precept request remain at £14,000 for the year 2004/2005.

Proposed by Cllr JW Robinson seconded by Cllr Stone. Agreed nem con.

**The following cheques were authorised:**

CPRE £25 (annual subscription 2004/5).

Collingbourne Boys FC £25 (donation for emptying recreation ground waste bins).

Parish Clerk's quarterly salary £657.66 and expenses £148.42.

Proposed by Cllr JW Robinson seconded by Cllr Price. Agreed nem con.

8. **Date of next meeting:** 5 February 2004 at 7.30 pm.

The meeting closed at 8.12 pm.