

Minutes of the Deeping St James Parish Council **Finance and General Purposes Committee of Thursday 20 January 2011 at 6.15 p.m.** in the **Meeting Room** at The Institute.

Councillor Pelling as Chairman, presided over Councillors Blessett, Barber, Gamble, Stevens and Wallis and the Clerk S Ashby

19.11 To receive apologies for absence.

Apologies were received from Cllr Shinkins and Cllr Dilks – Work.

20.11 To receive declarations of interest, if any.

There were none

21.11 To adopt the Minutes of the previous meeting held on 14 October 2010 (enclosed).

These were approved.

22.11 To receive a report on matters arising not covered elsewhere on the agenda.

A new Maintenance Worker has been appointed.

Contracts based on Lalc / Nalc standard terms and condition have been issued to all staff having been signed by the Chairman of the Council

23.11 To receive an update of the Council's Finances for 2010/11 as at 31/12/2010 (details enclosed)

The Clerk advised that the Council's finances are still within budget and in line with the estimated outturn figures provided at budget setting except that income to 31 March could be higher by around £1,000 due to additional cemetery fees.

The Council's bank Balance is currently £63,000, estimated expenditure to 31/3/2011 is £20,000 leaving £43,000. Allowing a contingency of £9,200, the balance at 31/3/2011 is expected to be around £34,000. At 31/3/2010 the balance was £26,700.

24.11 To consider opening an account for stationery etc. with the Eastern Shires Purchasing Organisation (ESPO) and make a recommendation to Council as appropriate.

It was agreed to recommend that the Council opened an account with ESPO on the basis that purchases would always be made based on the best available price from ESPO or other suppliers.

25.11 To consider banking and investments

As there had been no recent change to interest rates no action was taken. Cllr Barber offered to see if any bonds may be available later in the year to deposit a proportion of the Council's reserves.

In view of the commercial and confidential nature of the following item, it was resolved to temporarily exclude press and public.

26.11 To consider quotes for a Street Warden Service for 2011 and make a recommendation to Council on 27 January 2011.

Two quotes had been received, one from Staff Deployment Solutions (SDS), the other from Inatacept Management Ltd. It was noted that the SDS quote offered the best price at £5,524.50. After consideration by members it was decided to recommend to full Council that the contract for Street Wardens in 2011 is awarded to Staff Deployment Solutions (SDS) subject to the Clerk contacting SDS to try to negotiate the price down to the Council's budgeted expenditure of £5,250.00. Councillors felt that they would like to try to implement a random monitoring scheme during the period of the contract.

27.11 To receive details of accounting fees for 2011/12 and recommend acceptance to Council

It was decided to recommend acceptance of the fees of £1,100 per annum for accounting services to continue to be provided by Ctax Management. A review of available software providers will be undertaken during the next financial year to see if it is appropriate to return the accounting service in house. The Clerk will try to obtain details of costs for the next Finance and General Purposes Committee.

28.11 Date of the next meeting 26 May 2011, at The Institute.