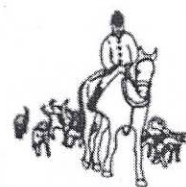


# PYTCHLEY PARISH COUNCIL

Meeting Venue:                      Email: [clerk@pytchleyparishcouncil.org.uk](mailto:clerk@pytchleyparishcouncil.org.uk)  
 Virtual Meeting using              Web: [www.pytchleyparishcouncil.org.uk](http://www.pytchleyparishcouncil.org.uk)  
 ZOOM

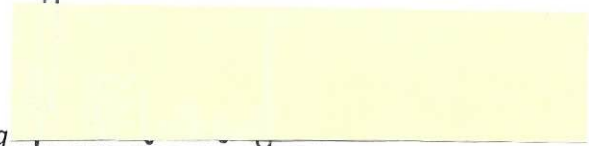


## Minutes

Minutes of Finance Working Group meeting of Pytchley Parish Council held on Monday 16th November 2020 by Zoom Technology

	<b>Present:</b>	<b>Action:</b>
	Councillor T Everard (Chairman)	
	Councillor A Wykes (Vice Chairman)	
	Councillor A Lodge	
	Councillor F Foster	
	Councillor A Macredie	
	Councillor B Hargreaves	
	<b>Also in Attendance:</b>	
	Mrs J Wykes – Clerk & RFO to Pytchley Parish Council	
SC20/005	To receive and approve apologies for absence.	
	<b>Resolved;</b>	
	No Apologies – All committee members present	
SC20/006	To receive any declarations of interest under the Council's Code of Conduct related to the business on the agenda (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the Member withdraws from the meeting room during the transaction of that item of business).	
	<b>Resolved;</b>	
	No declarations of Interest declared	
SC20/007	Public participation session (Members of the public are invited to address the Council. The sessions will last for a maximum of 30 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representations through the Chairman of the meeting).	
	<b>Resolved;</b>	
	No members of the public attended the meeting	
SC20/008	To hold an initial discussion on 2021/2022 Budget	
	<b>Resolved;</b>	
	Members considered the 2021/22 Budget Estimate and made the following comments:	

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Signed as a true record of meeting \_\_\_\_\_

Please note, this is a public meeting and you may be filmed, recorded and published.  
 Copies of all Council papers are available to download at [www.pytchleyparishcouncil.gov.uk](http://www.pytchleyparishcouncil.gov.uk)

Item	Subitem	2021/22	Description
Clerks Salary	Contracted	£3862.56	6hrs per wk X LCP1 SPC10+2.75% =£11.38 ph
	Extra Hours	£2367.04	4 extra hours per week include transparency website & CILCA course training
Admin	Mileage/Zoom	£350	Annual Zoom charge, admin costs/ stationary
	Printing & Communication		Not budgeted due to reserves
Litter Picking			Not budgeted due to reserves
Church Lights	Running Costs	£450.00	Church lights based on reduction in running costs for LED floodlights
Insurance		£273.00	Based on 2020/21 cost plus inflation
Other	Community Payback	£100.00	Transport cost donation for Community payback work team
	Planters	£100.00	Bedding plants, new planter, siting of plaque
	LGR Fund	£200.00	Budget for LGR meeting expenses
	Contingency		No contingency due to reserves
Poppy Wreath S137		£17.00	Donation to Royal British Legion
Neighbourhood Plan		£500.00	Finalisation & Launch of Neighbourhood Plan
HMRC			Not budgeted
Payroll Administration			Not budgeted
Transparency Website		£370.00	Annual Cost for domain, Email Acc & Website
Training	Clerk & Councillors	£1000.00	Training for Clerk & Councillors
	CILCA Course		
Water			Not Budgeted due to reserves
Membership Subs	NCALC	£300.00	Membership Fee
	NCALC	£185.00	Internal Audit Costs
	NACRE	£37.00	Membership Fee
	CPRE	£38.00	Membership Fee
	NCALC Data Protection Officer	£10.00	Membership Fee
	ICO	£35.00	Membership Fee
	SLCC	£120.00	Membership Fee based on Payroll costs
Elections		£367.00	2021 May Election Costs
Village Hall Maint. S13		£1000.00	Based on previous years
Defibrillator S234	Electricity	£10.00	Annual Cost of Electricity
VAS Speed Sign		£500.00	Cost towards new speed sign
Play Equipment		£1000.00	Project for new play equipment

	Cllr Wykes to present draft budget to full council at next Ordinary Meeting of the Council on 7 <sup>th</sup> December 2020	AW
SC20/009	Close	
	<b>Resolved;</b>	
	Meeting Closed at 8.40pm	

*Julie Wykes* – Clerk & RFO to Pytchley Parish Council

Signed as a true record of meeting

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