

**MINUTES OF THE MEETING OF EASTRY PARISH COUNCIL FINANCE COMMITTEE
HELD ON MONDAY 15th JANUARY 2017 AT THE PARISH ROOM AT 7.30pm**

Present: Councillors A Wiles(Chair) M Pemble P Bailey N Kenton A. Barwick

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllr Jones

2. DECLARATIONS OF INTEREST

Cllr Pemble declared a prejudicial interest in item 3. (b) As she is an allotment holder.

3. FEES & CHARGES

To review fees and charges for 2018/19

a) Churchyard Fees

RESOLVED the Churchyard Fees should remain the same for the coming year. Appendix A.

b) Allotment Charges – Currently £2.20 a rod plus £2.00 per plot admin fee.

RESOLVED the allotment charges should remain the same for the coming year.

4. CLERKS SALARY

The Clerk left the room.

RESOLVED in future the Clerk would be paid office allowance in line with the level allowed by HMRC, currently £18.00 a month.

The only allowance toward phone charges would be the cost of anytime calling currently £8.00 month. No contribution towards line rental or Broadband will be claimed.

RESOLVED an immediate increase (1-1-18) in pay scale from SCP23 to SCP26 currently £12.161 an hour. With a further single incremental increase annually on the first of April, starting in April 2018. Top scale to be SCP34. Cost of living increases in scale to be awarded when the rates increase.

The Clerk returned.

5. BUDGET FOR 2018/19

a) Receipts and Payments to date & Predicted outturn for 2017/18

The Clerk went through the document explaining the details and her reasoning behind the figures. See appendix B.

b) Budget for 2018/19

The Clerk had produced a draft budget for 2017/18. This was discussed and after some alterations was agreed by the members.

RESOLVED the budget be recommended for adoption by the full Council all agreed. See Appendix C.

c) Precept for 2018/19

RESOLVED a Precept of £52,097 be recommended to Council. An increase in Council tax of 1.99% or £1.29 pa for a Band C property.

6. ANNUAL RISK ASSESMENT

The Clerk to produce a Risk Assessment document, for circulation to the Finance committee for comment.

Action Sarah Wells

7. GRANT APPLICATION

a) Eastry PCC – asking for £180.00 towards materials needed to replace/repair the star that is erected at the top of the Church for Christmas.

RESOLVED a grant of £180 be made towards materials for the replacement/repair the star.

Action Sarah Wells

EASTRY PARISH COUNCIL

Eastry Cemetery Table of Fees from 1st April 2017**1. Purchase of Burial plot including exclusive rights of Burials**

a) Of a person whose age exceeded 12 years.	£275
b) Child under 12	£110

2. Interment Fees

a) Of a person whose age exceeded 12 years.	£275
b) Child under 12	£18
c) Interment of cremated remains in any grave	£55

The fees above expressly **exclude** the charge for Grave Digging

4. Monuments & Memorials

For the right to erect or place on a Grave the following Monument / Memorial, the **Exclusive Rights for a Burial Plot** must also be purchased.

a) A Flat Stone or Kerb	£220.00
b) A Head Stone	£55.00
c) A Foot Stone	£110.00
d) Purchase of a Vase, Book or similar Monument.	£70.00
e) Any other Monument not exceeding 1.5m in height and occupying a space not exceeding 1m x 0.75m.	£275.00
f) For each additional inscription after the first	£55.00

Work to Monuments & Memorials can only be carried out by qualified personal holding either a BRAMM (British Register of Accredited Memorial Masons) fixer license or a NAMM RQMF (National Association of Memorial Masons Register of Qualified Memorial Fixers). Any contractor working in the Council's cemeteries must hold and maintain a policy of public liability insurance for no less than 5 million pounds.

All applications for memorials must be submitted to the Clerk to the Parish Council. No memorial shall be erected without the prior approval of the Council

Double the amount of fees shown in 1-2 above will be payable in respect of non-parishioners. With the exception of previous long-term residents, who, because of old age or infirmity, have ceased to be residents at the time of death.

NOTE 1: Fees as laid down in the appropriate Parochial Fees Order due to the Officiating Minister at the interment shall be paid direct to that Minister by the Funeral Director arranging the interment.

NOTE 2: No Memorial shall be placed upon a Grave until at least 12 Months after interment: to allow ground to settle.