

Minutes of the Meeting of Terling and Fairstead Parish Council held on 26th April 2012, at 7.00pm at Terling Village Hall

Present: Mrs S McNamara
 Mr I Smith
 Mr T Lewis
 Mrs L Sime
 Mr D White

1 member of the public

ACTION

12.200 **Apologies for absence:** Apologies were received, and accepted, from Ann Anderson, Robin Dixon, Pauline Bird and Sheila Alder.

12.201 **Meeting Open to the Public**
 No business.

12.202 **Minutes of Last Meeting**
 TL proposed and DW seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 17th April 2012 were unanimously approved.

12.203 **Declaration of Interests**
 None.

12.204 **Finance**

Clerk's Home Office Allowance

a) IS proposed that the Council increase the Clerk's Home Office Allowance for the period 1.4.11 to 31.3.12 to cover the payment of unpaid tax and NI. There would be additional employers' NI. The internal auditor had calculated the total sum to be £320.84, confirmed by the payroll bureau. Seconded by DW. Unanimously agreed. The Clerk would be asked to issue a cheque to HMRC immediately.

JH

b) After discussion, IS agreed to look again at the issue of the Clerk's Home Office Allowance from 1.4.12 in light of information provided by the internal auditor and the tax implications for the Clerk and the Council.

IS

Football Field

a) IS proposed that the Chairman should sign the revised Permission to Erect Changing Facilities agreement with Lord Rayleigh's Farms. Seconded by TL. Unanimously approved.

b) LS proposed the following expenditure for the Football Field project. All figures quoted ex-VAT.

Changing Unit - £4,250

Delivery charge for Changing Unit - £350

Sewage provision – up to £4,999

Line marker machine - £400

Electricity Connection – up to £2,000 (or Generator – up to £2,000)

Insurance to cover new equipment / changing facility – up to £50

Fencing – up to £1,000

Seconded by DW. Unanimously agreed.

12.205 **Information Exchange / next agenda items**

None.

12.206 **Date of Next Meeting, including committees**

Annual Parish Meeting: Tuesday 22nd May 2012, 7pm, Terling Village Hall, followed by Annual Meeting of Parish Council at approximately 7:30pm.

The meeting closed at 7:50pm