



Clerk: Mrs. L Rampton  
Parish Council Office,  
Winscombe Community Centre,  
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## A meeting of the Employment, Finance & Policies Committee was held on 9<sup>th</sup> May 2016, 8.00 p.m. Amesbury Room, Winscombe Community Centre

**Committee Members Present:** Ms C Boase, Mr K Joyce, Mr G Lloyd, Mr V Slater, Mr J Westlake and  
Mr M Williamson (Chairman)

**Other Parish Councillors Present:** Mrs M Ballard and Mr C Lomas

**Clerk:** Mrs L Rampton

**Members of the public:** Three

1. **To receive apologies for absence.** Apologies were received from Parish Councillors C Ballard, A Forbes and P Watkins
2. **Declarations of interest and to consider & decide upon any requests for dispensation from members to allow them to participate in a discussion or vote on a matter in which he/she may have a disclosable pecuniary or non-pecuniary interest.** Non-pecuniary interests were declared in agenda item 5(i) by Cllrs C Boase and M Williamson as a member of the WCA fundraising committee and trustee respectively.  
*Dispensations are granted to Parish Councillors under section 33 of the Localism Act 2011 and the Parish Council delegated the power to grant dispensations (s 101 of the Local Government Act 1972) to the Clerk or appointed Deputy (see PC meeting 23.07.12 min 52 iv.)*  
In response to written requests received dispensation was granted by the Clerk for this meeting only to both Councillors as their interests were not deemed significant enough to exclude them from the discussion and vote on the item. By constitution, all parishioners are members of the WCA.
3. **Public Participation** The Winscombe Community Association (WCA) Treasurer explained works required to resolve a problem with damp ingress in the Parish Office and then costs for redecoration totalling £4,750. WCA is a registered charity that runs the centre on behalf of the community and charges low rents to allow this to remain affordable to local groups.
4. **Minute Update from the previous committee meeting dated 18<sup>th</sup> April 2016.** None
5. **Consideration of the following grant applications received:**
  - i. *Winscombe Community Association - £1,660 redecoration costs for the Parish Office and £500 towards repair works.*  
When upgrading lighting in the office to modern standards, it was requested that LED lighting is installed.  
*It was proposed that a grant of £1,660 is made to Winscombe Community Association for redecoration costs for the Parish Council Office. Proposed by KJ, seconded by JW, all in favour.*  
  
*It was proposed that a grant of £500 is made to Winscombe Community Association towards repair costs for the Parish Council Office. Proposed by GLL, seconded by JW, all in favour.*  
  
*A sum of £1,300 should be transferred from the 'Community Fund' budget head into the 'Grant' budget head to allow payment of the above grants. Proposed by MW, seconded by VS, all in favour.*
  - ii. *Winscombe football club - £1,000 towards replacement pitch railings at recreation ground*  
In view of comments made in the risk assessment report, the application was withdrawn at this time to allow further investigation works to be carried by the football club.
6. **Update on Auto Enrolment – 1<sup>st</sup> June 2016 staging date for the Parish Council.**  
All staff have been individually written to to advise how automatic enrolment applies to them. Based on current earnings the Clerk is the only employee that must be automatically enrolled, with the council already contributing to a qualifying pension scheme on her behalf. The Office Assistant has a right to 'opt in' to a qualifying scheme, but at this time has indicated that she does not wish to do so. All other staff have a right to join a pension scheme but the council is not obliged to contribute to this for them. Should any employee indicate they wish to be included as part of auto enrolment and

they do not already have a qualifying pension scheme, the council could chose to join the National Employment Savings Trust (NEST), a Government scheme set up to accept all employers that ask to join.

**7. Matters for information:**

- **Grant Application form and guidance** – a copy of the current form and guidance notes were distributed to all members present to allow individual consideration of the documents in advance of this being included as an agenda item at the next committee meeting. Observations should be submitted to the Clerk before 5<sup>th</sup> August 2016.

**Meeting Closed: 8.25 p.m.**

**Date of next meeting: Monday 15<sup>th</sup> August 2016**

**Signed \_\_\_\_\_ (E,F&P Chairman)**

**Date \_\_\_\_\_**