

**Nether Wallop Parish Council Extraordinary Meeting held at 7.30 pm.
on Monday 28 July 2008 in Nether Wallop Village Hall**

880 Attendance: Cllrs Atkins, Hind, Richardson, Roach, Souter, Whitaker and Young.

881 Apologies for absence: HCC Cllr Woodhall and TVBC Cllr Boulton.

882 Minutes of the previous meeting: The minutes were approved and signed by the Chairman as a true and accurate record.

883 Finance including Financial Regulations/review of clerk's salary: The Financial Officer Cllr Atkins proposed the following payments which were seconded by Cllr Whitaker and unanimously approved:-

Mrs Grob (Clerk – July salary and expense allowance)	195
Mrs Grob – printer cartridge and stationery	53.44
Southern Water (pavilion)	20.48
LexisNexis Butterworth (balance for Arnold Baker book)	<u>9.45</u>
	<u>278.37</u>

The Council's financial Procedures were last reviewed and approved in 2003. Following a recommendation by the internal auditor, the procedures have been reconsidered and it was agreed that they do not need any amendment except for the addition of a new paragraph no 8 (and subsequent re-numbering of the following paragraphs). The new paragraph is 'To ensure correct usage by the Village Green sub committee of the float of £200 (two hundred pounds) to cover payments of less than £30 (thirty pounds) for fuel and other consumable purchases to maintain the Village Green and top up the float to the agreed amount upon production of receipts for payments made. Details of payments made using the float would be reported at the next scheduled Parish council meeting.'

Cllr Atkins reported that the Clerk had not had any increase in salary since her appointment in June 2003. He had consulted with Mr Steven Lugg of Hampshire ALC who recommended an hourly rate of approximately £8 plus £1 for expense allowance based on the size of the electorate of Nether Wallop parish and suggested the expected minimum hours. Cllr Atkins suggested that an increase should be staged. He proposed that Mrs Grob's salary should be increased to £250 per month plus £30 expense allowance from 1 August 2008, and further increased to £300 plus £35 expense allowance per month on 1 April 2009. This proposal was seconded by the Chairman and carried unanimously. The expense allowance covers use of home as office, use of own computer, telephone and mileage within the parish. Out of pocket expenses such as stationery and computer expenses, postage and mileage outside the parish are supposed to be claimed monthly, and it was agreed that Mrs Grob should be encouraged to claim such expenses.

884 Playing Fields: Cllr Hind produced figures and quotation for play equipment. The budget available from the grant is £2,148.67 plus £300 from HCC, making a total of £2,448.67. After a lengthy discussion the option preferred was the basic inclusive and Monster springies from Sutcliffe and the table, installation etc from Playground Services, this was proposed by the Chairman and seconded by Cllr Young with all in favour. A subsequent email revealed that Playground Services would supply the Sutcliffe equipment for the same cost as Sutcliffe themselves.

885 Correspondence: The Chairman reported on various correspondence received. There had been a notification about Hants Web Award nominations. Qinetiq had sent a letter regarding Salisbury Plain expanded airspace, details on www.qinetiq.com/airspace Test Valley School have enquired whether the Parish Council would sponsor a prize for 27 November. It was unanimously agreed that it would and this would be communicated to them (Action: Parish Clerk). Local Works had forwarded a number of useful leaflets and it was agreed that a pack be procured for every councillor (Action: Parish Clerk).

886 Date of next meeting: The date of the next meeting is Monday 8 September 2008. The Chairman thanked all for attending and concluded the meeting at 8.25pm.

THESE ARE DRAFT MINUTES PRODUCED FOR REVIEW BY THE PARISH COUNCILLORS PRIOR TO BEING APPROVED AT THE NEXT MEETING OF THE PARISH COUNCIL