

- (f) NALC Employment Briefing E02-18 National Salary Award
Information used for budget purposes.

4. **CORRESPONDENCE:**

- (a) The Federation of Burial And Cremation Authorities
Letter outlining some of the work which has taken place during 2018 and proposals for 2019 (supporting renewal Invoice)
Noted.

5. **FINANCE:**

- (a) Community Services Committee:
Items brought forward from the Meeting held on the 3rd January 2019:
- (i) Highways/Cemetery Maintenance Contracts – Tenders:
Cemetery – 3 year contract commencing April 2019:
Item 3(i) of the Community Services Minutes outlines all ten tenders received and it was agreed to recommend to Full Council that the tender be awarded to Swiftwell Environmental Ltd who had quoted £11299.92.
- Highways Verge Maintenance – 3 year Contract commencing April 2019:
Item 3(ii) of the Community Services Minutes outlines the four tenders received and it was agreed, pending satisfactory references being obtained, to recommend to Full Council that the tender be awarded to RBS(P,Cooke) as follows:
- | | | |
|----------------------|---|---------------------|
| 1 st Year | - | £18,208.30 plus VAT |
| 2 nd Year | - | £18,390.38 plus VAT |
| 3 rd Year | - | £18,666.23 plus VAT |

Schedule attached showing all tenders received.

ACTION: Take both recommendations to Full Council.

- (b) Monthly Bank Reconciliation(Income/Expenditure):
Figures in respect of December 2018 and January 2019 were noted for ratification at Full Council.
- (c) Grant Requests:
- (i) Wythall Royal British Legion:
It was agreed to recommend to Full Council a grant of £525 be awarded to the Legion to cover the cost of a case for the recently installed defibrillator – pending receipt of latest Accounts as requested.
(General Power of Competence Grant)
- (ii) St.Mary's Wythall:
It was agreed to recommend to Full Council that the Parish Council do not contribute towards the St.Mary's Young People's Trip to Soul Survivor in 2019.

(iii) Wythall Village Hall:

It was agreed to recommend to Full Council that a grant of £2000 be awarded to assist with the funding of improvement works planned.
(S133 Grant)

(d) Schedule of payments relating to December 2018 (retrospective) and January 2019:

These were approved for ratification at Full Council (noting those dealt with in December 2018 were in accordance with Section 5.2 Financial Regulations with the following requiring specific resolutions:

December 2018:

21.27 Mrs.K.Harris/reimbursement of postage	£5.21
32.9 Communicorp/Subscription	£192.00
33.30 Milestone Society/subscription	£20.00
35.81 Wythall Community Association/Dec.Grant	£1200.00

January 2019:

19.185 Miss P.Harrison/reimburse postage	£18.20
30.57 FBCA/Subscription renewal	£143.20
31.81 Wythall Community Association/Jan.Grant	£1200.00

ACTION: All above.

(e) Bank Transfer:

Not necessary this month.

(f) Budgets 2018/2019:

Cllr.Mrs.Baxter presented a draft version she had sent out previously seeking comments but none had been forthcoming prior to the Meeting.

A lengthy discussion took place culminating in a final version being distributed before Full Council to enable any comments to be received prior to that Meeting and to enable the precept to be set for 2019/20.

Cllr.Mrs.Baxter had checked with the Internal Auditor regarding the redefining of Earmarked Reserves(Cemetery) for general use and would report at Full Council as to the outcome (Full Council Minutes item 42/2018(g) refers)

ACTION: As above.

6. **COMMUNITY ASSET:**

It was agreed to take forward to Full Council a suggestion that the Parish Council applies to Bromsgrove District Council to register the Wythall Community Park and Buildings as a Community Asset.

ACTION: As above.

7 **NEIGHBOURHOOD PLAN:**

Meeting of the Steering Group to be arranged.

8. **ACTION PLAN:**
For approval at Full Council.

ACTION: As above.

9. **ITEMS FOR NOTING ONLY;**
Letter from the Royal British Legion thanking the Parish Council for selling tickets for the WW1 100 Year Celebration held at the Wythall Community Club. Nearly 200 residents had attended and a profit of just of £500 was made which has gone to the Poppy Appeal.

10. **DATE OF NEXT MEETING:** Wednesday, 13th February 2019 at 7.30.pm.

The Meeting closed at 9.20 pm.