

CHILTON FOLIAT PARISH COUNCIL

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07/62

MINUTES OF THE SPECIAL MEETING OF CHILTON FOLIAT PARISH COUNCIL HELD ON MONDAY 4 MARCH 2011

PRESENT Nic Coome (Chairman), Gary Crumpler, Jim Hynes, Paul Outridge and
Graham Francis (Clerk)

1 **Apologies:** Tracy Crump, Lynne Quinton, Stuart Rolfe and Cllr Chris Humphries,

2 **Minutes of the meeting of 8 March 2011**
The minutes of the meeting held on 8 March having been circulated were accepted as a true record and were signed by the Chairman

3 **Declarations of Interest:** There were none

4 **Matters arising from the minutes:**
The Clerk reported that in spite of sending a letter and SAE to Peter Waite regarding Youth Club funds he had not received a response.

5 **Clerk's Pay:**
Paul Outridge explained the position of the new treatment of Parish Clerks as outlined by HM Customs and Revenue. Essentially the Parish Clerk is an Office Holder and as such is liable for PAYE. This means that the Parish Council must register with HMRC as an employer and operate PAYE on the income earned by the Clerk **provided that** his total earned and unearned income is above the taxable threshold.
This could be done 'in house' by a Councillor but would be an additional unpaid task and involve ensuring that the correct tax is paid and reconciled at the end of the tax year. The alternative would be to out-source the work. Details of a business prepared to undertake this work was tabled. The charge would be £15 +VAT per pay period (quarterly) - £60 p.a. Furthermore this business would allow a 15% Discount for WALC members and an additional 15% for a three year contract with them.

Nic Coome proposed, seconded by Paul Outridge that we accept this contract. This was agreed nem con.

6 **Finance:**
Payment Scofell Landscapes £204.36 (VAT £34.06)

This payment was approved by Nic Coome, seconded by Paul Outridge and passed nem con.

7 **Matters for Report:**
Nic Coome updated members about 67 Chilton Foliat (the old shop) stating that there were some concerns over the application for Listed Building Consent which were delaying progress

8 **Dates of next meetings:**
The next meetings of the Parish Council will be on **Tuesday 10 May 2011** for both the **APM** and **AGM** beginning at 7.30 pm and Tuesday 12 July at 8.00 pm.

Signed.....Chairmandate

