

These are draft minutes and are subject to approval at the next meeting.



**Minutes of an Extraordinary Meeting of the Council  
held at 7.15pm on the 29 January 2014  
in the Small Village Hall.**

**Present:**            *Chairman:*       Anthony Sheppard  
                          *Councillors:*    Geoff Herbert, Mary Marshall, Mark Sugden, Noel Isaacs  
**In attendance:** *Parish Clerk:*   Freda Collins

In the absence of the Chairman, the Vice-Chairman Anthony Sheppard chaired the meeting.

**139. Apologies for Absence**

The following councillors sent apologies:-

Cllr Michael O'Brien

Cllr Ken Huddart

Cllr Kate Hallett

These were accepted.

**140. Declarations of Interest in Items on the Agenda**

**Cllr Herbert** declared that he is a Borough Councillor, Chairman of the Youth Club Committee and a member of Elmbridge Rent Start.

**Cllr Sugden** declared that he is on the Committee of the CVA.

**Cllr Marshall** declared that she is a Borough Councillor.

**141. Confirmation of the Minutes**

The minutes of 2 January 2014 were confirmed and signed.

**142. Actioning of items relating to the Precept**

The reason for calling this extraordinary meeting was that Claygate PC has received a letter dated 17 January from SCC increasing our Employer's Pension Contribution rate from 18.7% to 28.8% and asking for an additional flat rate contribution of £3000 in 2014/15. This is an unacceptable increase of 54% in the superannuation rate to a completely unsustainable level. The cash increase, of about £1580, represents 5.3% of this year's Admin. Budget, while the £3000 flat rate payment represents a potential addition of over 6% to the Council's budget.

Cllr Sheppard had been in contact with Trevor Leggo of SALC. The changes in pension contribution are due to de-grouping. This change is nation-wide and is causing concern and problems with many councils. Trevor Leggo will be hosting a meeting for Parish Councils employing pension scheme members.

It was agreed to take only those action points from 2 Jan 2014 that were relevant to this meeting

**AP57-** *Cllr Sheppard to write an article for the Courier*-this has been done, but will now have to be revised following the decisions of this meeting.

**AP58-** *letter to EBC-not yet done.* This will be sent following the decisions of this meeting.

**143. Implications of the increase in SCC Superannuation Rates**

Adding the increases to the 2 January budget would require an unacceptable 9.1% increase in the Band D Rate, after taking account of the EBC grant. There is some indication that it may be possible to pay the £3000 by instalments. The budget and precept agreed on 2 Jan 2014 will now need to be revised to take into account these increases. Cllr Sheppard has revised the budget figures where previous errors were noted and has offered various options. All of the options assume that the budget must be reduced by actual increase in Employer's Pension Contribution (£1580). Any increase in Precept will now be solely to fund unavoidable increases in superannuation costs. If the 2 Jan. budget is not reduced in this way, the recommended Option 2 below would require a 4.9% increase in the Band D Rate, after taking account of the EBC grant.

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The following options, previously circulated by Cllr. Sheppard, were reviewed:-

*1. Fund both % Contribution and Flat Rate Payment from Precept.*

This would require a 7.9% increase in Band D rate, after taking account of the EBC grant.  
*Not recommended.*

*2. Fund % Contribution from Precept and Flat Rate Payment from Reserves*

This would require a 1.5% increase in Band D rate, after taking account of the EBC grant (and a very small increase in the budget of £5). (The Precept agreed on 2 Jan. showed a 1.5% increase in the Band D rate.)

***Recommended.***

*3. Fund 50% of Increased Percentage Contribution from Precept and Rest from Reserves*

This would give a virtually flat Band D rate, but would increase the call on reserves from £3000 to £3789, with an additional £789 withdrawal from Reserves every year. We should not be funding admin. overheads from Reserves on a regular basis.

*Not recommended.*

It was AGREED to go with Option 2

The meeting then proceeded to the resolutions; it was noted that the purpose of these Resolutions is to –

- i. Reduce the Budget agreed on 2 January by the true increase in Employer's Pension Contributions (£1580.)
- ii. Increase the Pension budget line to cover the increase in Employer's Contribution rate from 18.7% to 28.8% and note that the flat rate deficit contribution (£3000) will be taken from Reserves.
- iii. As a consequence of the foregoing, agree a revised Precept, which must be notified to Elmbridge before 5 February.
- iv. Authorise the Vice-Chairman to write to the SCC Pensions administration protesting about the size, timing and rationale for the increase in Employer's pension contributions

Cllr Sheppard proposed the following resolution:-

**Resolution 1**

**It is RESOLVED** that the Budget agreed on 2 January 2014 be reduced by £1,765.

**PROPOSED** by Anthony Sheppard

**Notes to Resolution 1**

The reduction to the budget to be by:-

- i. The sum for Grants be reduced by £500;
- ii. The budget for an outdoor table tennis table (Public Projects) be cancelled and £400 be noted as a bid to the 'Community Chest';
- iii. In the Highways budget, the allocation for Footpath Maintenance be reduced from £1000 to £885 and the budget for Bus Shelter maintenance of £250 be cancelled;
- iv. In the Environment budget, the allocation for HGS Projects be reduced from £1000 to £500.

**SECONDED** by Geoff Herbert

Mark Sugden proposed an amendment

**Resolution 1**

**It is RESOLVED** that the Budget agreed on 2 January 2014 be reduced by £1,580.

**Notes to Resolution 1**

The reduction to the budget to be by:-

- i. The sum for Grants be reduced by £500;
- ii. The budget for an outdoor table tennis table (Public Projects) be cancelled and £400 be noted as a bid to the 'Community Chest';
- iii. In the General/Admin. budget, the allocations for Training and Office Supplies be reduced from £400 each to £275 each;
- iv. In the Environment budget, the allocation for HGS Projects be reduced from £1000 to £570.

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This was accepted by Anthony Sheppard  
SECONDED by Mary Marshall  
AGREED UNANIMOUSLY

Cllr Sheppard proposed the following resolution:-

**Resolution 2**

**It is RESOLVED** that the Pension budget line be increased from £3940 to £6068 to cover the increased Employer's Contribution rate, and £3000 be noted as a call on Reserves.

**Proposed** by Anthony Sheppard  
SECONDED by Noel Isaacs

Mark Sugden proposed an amendment

**Resolution 2**

**It is RESOLVED** that the Pension budget line be increased from £3940 to £4505 to cover the increased Employer's Contribution rate, and £3000 be noted as a call on the Community Chest.

***Note to Resolution 2***

*In the Budget agreed on 2 January, the Pensions budget was overstated and the Salary budget understated by similar amounts. The correct Pensions budget should have been £2924.*

This was accepted by Anthony Sheppard  
SECONDED by Mary Marshall  
AGREED UNANIMOUSLY

Cllr Sheppard proposed the following resolution:-

**Resolution 3**

**It is RESOLVED** that the Precept agreed on 2 January be increased from £47322 to £47685 for the financial year 2014/2015 conditional upon the Council Tax Support Grant of £2443 from Elmbridge Borough Council to make a total figure of £50,128

**PROPOSED** by Anthony Sheppard  
SECONDED by Mary Marshall

Mark Sugden proposed an amendment

**Resolution 3**

**It is RESOLVED** that the Precept agreed on 2 January be increased from £47322 to £47327 for the financial year 2014/2015 conditional upon the Council Tax Support Grant of £2443 from Elmbridge Borough Council to make a total figure of £49,770

This was accepted by Anthony Sheppard  
SECONDED by Mary Marshall  
AGREED UNANIMOUSLY

**AP58 The Clerk will draft the new precept letter to EBC and forward to Cllr Sheppard for signing and delivery.**

*(Post-meeting Note: letter delivered to Civic Centre 31 January.)*

Resolution 4 was proposed by Shirley Round- in the absence of Shirley Round this resolution was proposed by Anthony Sheppard

**Resolution 4**

**It is RESOLVED** that the Vice-Chairman be asked to write to the SCC Pensions Administration protesting about the size, timing and rationale for the increase in Employer's pension contributions, the letter to be copied to Trevor Leggo (SALC) and County Cllr. Mike Bennison.

**PROPOSED** by Anthony Sheppard  
SECONDED by Mark Sugden

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AGREED UNANIMOUSLY

**AP67 Cllr Sheppard to action**

**144. Matters for information only**

144.1 It was noted that Shirley Round had resigned due to personal commitments. Thanks were given to her for all her work over the last few years. It was agreed that this was a great loss to the Council. Cllr Sheppard will assume the Chair until the next meeting.

Suggestions are requested for a fitting gesture to Mrs Round.

144.2 It was noted that, although the increase in the admin budget due to the enforced increase in pension contributions is not welcome, savings have been made elsewhere in the admin budget. This negative aspect of the budget is offset by the 18% increase in grants and Public projects.

**145. Date of the next meeting**

The next meeting will be

**Thursday 6 March 2014 in the Small Village Hall**

*Cllr Isaacs gave apologies for this meeting.*

Signed..... as a true and fair record of the meeting.

Date.....