

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE  
OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE  
COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET,  
ARMTHORPE, ON TUESDAY, 29<sup>TH</sup> MARCH 2016

PRESENT:

Chairman - Councillor C.J. McGuinness  
Vice-Chairman - Councillor Mrs. A. Berwick

Councillors N. Berry, A.J. Berwick, S.J. Cherry, M.J. Doran and  
P.A. Hanson.  
Mrs. S. Clayton, Joint Bar Manager.

APOLOGIES

Apologies for absence were received from Councillors T. Corden,  
F.J. Tyas and M. Walton.

18. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

No declarations were made at the meeting.

19. MINUTES

RESOLVED that the Minutes of the meeting of the Committee held  
on 27<sup>th</sup> October 2015 (copies of which had previously been  
circulated to each Member) be approved.

20. BUDGETARY PROVISION

RECOMMENDED that the contents of the report previously  
circulated be noted, which showed the following:-

- (a) the budgetary provision for the current financial year  
(2015/16);
- (b) on the basis of the best information available, the actual  
income and expenditure for the period 1<sup>st</sup> October to  
29<sup>th</sup> February 2016; and
- (c) details of the bank reconciliation for the eleven month period  
to 29<sup>th</sup> February 2016.

21. INTERNAL AUDIT

RECOMMENDED it be noted that Members of the Committee had  
examined the Community Centre petty cash book, the Community  
Centre Bar petty cash book and the Sports & Recreation petty cash  
book, including the receipts for the payments made therefrom, since  
the last meeting of the Committee held on 27<sup>th</sup> October 2015.

Initials

22. LOCAL GOVERNMENT PENSION SCHEME

RECOMMENDED

- (1) that the report of the Clerk to the Council, regarding the need to devise and publish a statement of policy on the use of discretionary powers under the 2013 and 2014 Local Government Pension Scheme Regulations, be noted;
- (2) that the following policies, which show that the Council is fully cognizant of the need to use its discretionary powers under the Regulations, be adopted forthwith as policies of the Parish Council:-

<p>Funding of additional pension under Regulations 16 (2)(e) and/or 16 (4)(d)</p>	<p>Owing to the costs involved and the likelihood of this provision either being of little or no benefit to the Employer, or not being vital to the support and application of the Employer’s business plan and strategy, then the Employer would not normally expect to exercise its discretion to fund additional pensions for members either through regular contributions or lump sum contributions.</p> <p>However, each and every application will be considered in the light of the circumstances of the individual case concerned and a decision reached on the merits of that case.</p>
<p>Flexible retirement, Regulation 30 (6)</p>	<p>The Employer seeks to support the principle of allowing members to prepare for retirement in as many ways as possible. In this it also seeks to support Government Policy where that policy supports the Employer in its efforts to run its business and services in the most efficient and cost effective manner. As such, subject to the following criteria, the Employer would normally expect to exercise its discretion in allowing members to retire flexibly but:</p> <ul style="list-style-type: none"> <li>• Any reduction in working hours or salary must be permanent</li> <li>• Any reduction in working hours or salary must be at least 40% of those hours or that salary being worked or earned immediately prior to the member’s flexible retirement</li> <li>• The reduction in hours or reduction in responsibility allowing the member to be paid a reduced salary must not impact upon the Employer’s ability to carry out its business efficiently and effectively</li> </ul>

*Initials*

	<ul style="list-style-type: none"> <li>• The individual flexible retirement concerned must support the Employer's overall business plan and strategy</li> </ul> <p>The Employer reserves the right, having considered each individual case, to refuse an application where any of the above criteria are not met.</p>
<p>The waiving of the actuarial reduction in those cases where a member voluntarily retires early, Regulation 30 (8)</p>	<p>Owing to the additional costs involved to the Employer of waiving the actuarial reduction to member benefits in cases of voluntary retirement it is not envisaged that the Employer would normally exercise its discretion in favour of waiving those reductions. However, each case will be considered on its merits and with reference to the circumstances involved of the individual concerned.</p> <p>A potential exception to this policy would be where the individual can make a case for the waiving of such a reduction to be granted on compassionate grounds. An example of "compassionate grounds" may be where the member has been forced to cease work to take up a caring role for an immediate family member, although it is recognised that other grounds could and may exist.</p> <p>Every application will be considered on the basis of the circumstances of the individual concerned. Financial hardship alone would not constitute "Compassionate grounds".</p>
<p>Switching on the 85 year rule for members voluntarily drawing benefits on or after age 55 and before age 60, (Schedule 2 of the Transitional Regulations)</p>	<p>Owing to the potential retrospective impact on the 2013 Fund Valuation and the future additional costs that the exercise of this discretion would bring to the Employer, and the fact that the Employer does not deem the exercise of this discretion to be necessary in the pursuit of its overall business plan and strategy, then it is not anticipated that there will be any instances where the Employer will switch on the rule of 85 for members wishing to retire voluntarily between the ages of 55 and 60. However, every application will be considered on its individual merits and the circumstances involved.</p>

*Initials*

The awarding of additional pension to a member, Regulation 31	Owing to the costs involved and the likelihood of this provision either being of little or no benefit to the Employer, or not being vital to the support and application of the Employer's business plan and strategy, then the Employer would not normally expect to exercise its discretion to award additional pension to members. However, each and every application will be considered in the light of the circumstances of the individual case concerned and a decision reached on the merits of that case.
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- (3) that a copy of the discretion policy statement be sent to South Yorkshire Pensions Authority and the statement be published as part of the Parish Council's documentation.

23. ARMTHORPE PARISH COUNCIL ELECTION FEES 2015

RECOMMENDED

- (1) that the report of the Clerk to the Council, regarding an invoice in the sum of of £17,283.98 received from Doncaster Metropolitan Borough Council (DMBC), for payment of the costs of the Armthorpe Parish Council Election held on 7<sup>th</sup> May 2015, be noted;
- (2) that as DMBC has failed to provide sufficient detailed information to justify the amount of costs incurred in this matter, a request be submitted to it pursuant to the Freedom of Information Act 2000 for all requisite information to be supplied to substantiate the invoice amount, together with copies of all documentary payments/vouchers/suppliers invoices, etc. relating to this Election.

24. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting during the discussion on the following item of business owing to the confidential nature of the same.

25. BAR STOCKTAKES, ETC.

RESOLVED

- (1) that the contents of the stocktake reports for the Community Centre Bar for the following periods (copies of which had previously been circulated to each Member), be noted:-
  - (a) 1<sup>st</sup> October 2015 to 5<sup>th</sup> November 2015
  - (b) 5<sup>th</sup> November 2015 to 4<sup>th</sup> December 2015
  - (c) 4<sup>th</sup> December 2015 to 3<sup>rd</sup> January 2016

<i>Initials</i>
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- (d) 3<sup>rd</sup> January 2016 to 13<sup>th</sup> February 2016
- (e) 13<sup>th</sup> February 2016 to 5<sup>th</sup> March 2016

- (2) that owing to the increased bookings for bar functions at the Community Centre, Mrs. J.M. Delves commence her duties as Joint Bar Manager with effect from 1<sup>st</sup> May 2016 (Minute 94 of the meeting of the Community Centre and General Purposes Committee held on 19<sup>th</sup> January 2016 refers) at the salary laid down for this post.

*Signature*