

Cawston Parish Council

Councillors: M.T. Stokes (*Chairman*), P. Venner (*Vice Chairman*),

Mrs V. Mair, J.F. Tucker, Mrs D. Wilson, Mrs M. Brett, Mrs L. Porter, Mrs R. Latham, R. Mistry, T. Medcraft

Minutes of the extraordinary meeting (number 6) held by Cawston Parish Council on Monday 23rd July 2007 at 7.30pm in Cawston Grange Primary School.

Present: Cllr M. Stokes (Chairman), Cllr T. Medcraft, Cllr Mrs M. Brett, Cllr R. Mistry, Cllr Mrs D. Wilson, Cllr Mrs V. Mair and Mrs L. Early (Clerk/RFO to Cawston Parish Council).

1. Apologies for absence were received by Cllr P. Venner (Vice Chairman), Cllr T. Tucker, Cllr Mrs L. Porter and Cllr Mrs R. Latham.

2. Declaration of Interest as defined by the Code of Conduct for Councillors;

- a) Personal Interests – none.
- b) Prejudicial Interests – none.

3. To discuss and agree the arrangements for the appropriate insurances for Cawston Parish Council.

The Clerk explained that two insurance quotations had been received;

- 1. Allianz Cornhill (AON) - £314.89
- 2. Jardine Lloyd Thompson UK Ltd - £499.80

Both quotes include public liability, employer's liability, fidelity guarantee and cover for any legal expenses incurred. The quotes both insure the Parish Council's assets currently being;

- 1. Laptop computer (£700)
- 2. External Hard Drive (£100)

The Chairman expressed his understanding that Allianz Cornhill (AON) was the insurance company recommended by the Warwickshire and West Midlands Association of Local Councils (WALC) and the Clerk confirmed that this company was also used and recommended by Dunchurch Parish Council. It was proposed by Cllr Stokes and seconded by Cllr Mrs Mair that the insurance quotation from Allianz Cornhill (AON) be accepted and a cheque for £314.89 be issued by the Clerk.

RESOLVED: Clerk to proceed with payment.

4. To consider and agree any payments to be made;

(a) £407.39 being the Clerk's gross salary amount broken down to an income tax payment of £89.54 and the Clerk's net salary amount of £317.85.

It was proposed by Cllr Stokes and seconded by Cllr Mistry that the Clerk receive a net payment of £317.46 and organise payment of £89.54 being income tax owed to HMRC. Should it transpire that NIC are required then authorisation is given to write a third cheque to HMRC for the required amount of National Insurance.

ACTION POINT: Clerk to confirm with HMRC whether NIC are required on wages.

(b) £314.89 to Allianz Cornhill (AON) for Parish Council Insurance.

There being no other business the meeting concluded at 1945.

Signed.....
Cllr M. Stokes, Chairman

Date.....

*****END OF DOCUMENT*****

Clerk to The Council; Mrs Lucy Early
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