

**SWANWICK PARISH COUNCIL  
MINUTES OF EXECUTIVE COMMITTEE  
10 MAY 2012**

**Present:** Cllrs Fretwell, Hardwick, Payne, D Staton, Watson

Also present Cllr P Staton

**1. Apologies:** Cllrs Barnett & Dale

**2. Accounts 2011/12 4<sup>th</sup> Quarter Budget**

The Clerk circulated the spend to the year end, £89376. There is a slight underspend on Establishment costs some of which is attributable to the caretakers reduced hours and sickness; the sick pay is recovered from HMRC.

**RESOLVED:**

That the Year End spend be accepted, and that the underspends last year are carried forward to this year,(£13K – Comm Sp & Act, £4K – Env, £800 – Pub Rel, £700 – Planning).

**3. Bank Reconciliation 2011/12**

Was received.

The meeting was adjourned at 8.00pm

The meeting reopened at 8.30pm

**4. Swanwick Parish Council – Employee Rules (handbook)**

This is ready to distribute to Caretakers when a new one is engaged. The clerk has received hers.

**5. Village Caretaker**

The vacancy has been advertised, with a closing date of 22 May.

Meeting Closed at 8.40pm