

## DRAYCOTT PARISH COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING HELD IN THE PARISH ROOMS ELVASTON STREET, DRAYCOTT ON TUESDAY 20 NOVEMBER 2018 AT 9.30AM

Present: Chairman – B Rogerson

Councillors – V Clare, A Wilson

Members of the Public – no members of the public were present during the public session.

Mrs S Butcher - Clerk and RFO

### Public Speaking

None

### PART 1 – NON-CONFIDENTIAL ITEMS

**130/18 Apologies-** Councillors D Dundas and M Alexander

**131/18 Variation of Order of Business – none**

**132/18 Declaration of Members Interests – none**

**133/18 Dispensations –** all granted dispensation to recommend the Precept Amount (all Councillors live in Draycott)

### PART II – CONFIDENTIAL INFORMATION – EXEMPT MATTERS

It was **RESOLVED that in view of the confidential nature of items 6 to 8 of the agenda to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the items.”**

**134/18** Current year spends and year end forecast - It was **RESOLVED** to recommend to the full council, the amounts as stated by the clerk (below)

**135/18** Budget for 2019-20 and 2020-21 - It was **RESOLVED** to recommend to the full council, the amounts discussed in the meeting as stated below, as further quotes are received, the amounts will be adjusted for the estimated items.

**136/18** Income required to support the budget – it was **RESOLVED** to provisionally recommend to the full council, the amounts discussed in the meeting as stated below – these will be adjusted when Erewash Borough Council confirm the Concurrent Functions funding amount in January 2019 and confirm if the Parish Council will receive the Council Tax Support Grant. In conclusion, the repairs and maintenance budget may increase when full quotes are received (anticipated prior to the December Parish Council meeting), Erewash Borough Council will confirm the concurrent functions and if we are to receive any Council Tax Support Grant in due course. The figures below are estimates of the potential precept / income required at present and will not be resolved until the Parish Council Meeting on 9 January 2018. The decisions recommended by the Finance Committee to be made on 11 December is to agree in principle the budget and how the income is going to be obtained.

## Draycott and Church Wilne Parish Council - Precept Meeting

Councillors Present: Bob Rogerson (Chair) Val Clare, Alan Wilson

Apologies: Cllr D Dundas and M Alexander

Officer: Sheena Butcher (Clerk and RFO)

Repairs and Maintenance	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 19,423.00	£ 25,903.27	£ 35,840.00

Clerks recommendation for 2019-20 is based on Glendale Services and Dirty Wellies Quotes plus creation of new path at the DMGT around play area, re-instating the path at St Chad's Water with plastic edging, fixing the surface of the MUGA and re-instating the play areas where the surface has risen / been damaged (worst case scenario of not receiving any grants towards these costs) As of 20/11/18 these are estimates - if the quotes are higher, the 2019/20 budget

**Finance Committee Recommendation to PC: agree with Clerk - budget to be amended if quotes are higher than estimate**

Utility Costs	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 1,908.00	£ 3,335.30	£ 3,502.07

Clerks recommendation is based on 2018/19 forecast plus 5% increase

**Finance Committee Recommendation to PC: Agree with clerk**

Public Works Loan Board	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 3,480.00	3475.7	£ 3,475.70

Clerks recommendation is based on fixed repayment costs - no anticipated change

**Finance Committee Recommendation to PC: Agree with Clerk**

Running Costs inc Insurance	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 14,765.00	£ 8,547.55	£ 11,340.00

Clerks recommendation is based on costs for election and increased training costs compared to 2018/19

**Finance Committee Recommendation to PC: Agree with Clerk**

Employment Inc Milage for the Clerk	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 23,540.00	£ 25,434.59	£ 20,500.00

Clerks recommendation for 2019-20 is based on the clerk receiving a pay increase to scp 36 for attaining CILCA and an annual pay increase based on performance to scp37, no overtime budgeted and 200 mileage claim

**Committee Recommendation to Parish Council: Agree with Clerk**

General Power of Competence	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 17,638.00	10650.08	£ 12,127.75

Clerks recommendation for 2019/20 is based on the 2018/19 forecast plus 5% increase

**Committee Recommendation to Parish Council: Increase the Grant / donation budget within here to £1000**

Non recurring expenses	2018/19 Budget	2018/19 Forecast	2019/20 Budget
	£ 2,500.00	£ 2,500.00	£ 1,500.00

Clerks recommendation is to keep this figure as per 2018-19

**Committee Recommendation to Parish Council: Reduce this amount to £1500 and put £1000 into Grant / Donations budet within GPoC**

<b>Total budget expenditure approved for 2018/19</b>	<b>£</b>	<b>83,254.00</b>
<b>Estimated forecast of expenditure for 2018/19</b>	<b>£</b>	<b>79,846.49</b>
Difference	<b>£</b>	<b>3,407.51</b>
<b>% difference of budget to spends</b>		<b>96%</b>

		Increase in £ to 2018/19 budget	% Increase against 2018/19 budget
Total expenditure budget clerk recommendation for 2019/20	£ 88,285.52	£ 5,031.52	6%
Total expenditure budget Finance Committee Recommendation for 2019/20	88285.52	£ 5,031.52	6%

**Income Required to support the recommended budget for 2019/20:**

<b>Recommendations:</b>	<b>Clerks</b>	<b>Finance Committee - agreed with Clerk</b>
Bank Interest	£ 50.00	
Burial Ground	£ 1,750.00	
Concurrent Functions (est provided by EBC)	£ 30,171.05	
Rents - Others	£ 2,300.00	
Rents Football Clubs	£ 2,000.00	
Rent St Chad's Water	£ 350.00	
Grants / Playscheme	£ 1,900.00	
VAT Refunds	£ 2,000.00	
<b>Sub total:</b>	<b>£ 40,521.05</b>	

**Monies required to be raised from Precept / and or a contribution from Reserves**

**£ 47,764.47**

**The finance committee recommend that the monies required (currently £47,764.47) be raised by splitting the amount extra to last years precept of 31550 between reserves and precept (50% each)**

**Recommended precept (subject to quotes)**

**£ 39,657.23**

Comprised of precept last year	£ 31,550.00
Half of the income req'd minus precept last year	£ 8,107.23

Recommended monies to be taken from reserves	£ 8,107.23
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Precept 2018	Precept 2019	Amount of increase	% Increase
31550	£ 39,657.00	£ 8,107.00	25.7%

**Earmarked Reserves documented for 2018/19**

General Reserves	£ 10,000.00
Election	£ 2,100.00
By- election	£ 3,000.00
Concurrent Functions Reserve	£ 3,000.00
<b>Total</b>	<b>£ 18,100.00</b>

**Year End estimated Cash in Bank(s)**

Monies in Nationwide reserve account	£ 30,166.71
Estimate of monies in Co-Op Account at	£ 11,843.17
<b>Total monies estimated at year end</b>	<b>£ 42,009.88</b>

Current guidelines and practice are to hold in reserves of between 3-12 months running costs plus any earmarked reserves

**Clerk Recommendations for Reserves for 2019/20**

Running Costs (3 months)	£ 22,071.38
By- election	3000
Reduction in concurrent functions from EBC	8000
<b>Sub Total</b>	<b>£ 33,071.38</b>

Forecast Unearmarked reserves in 2019-20	<b>£ 8,938.50</b>
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The meeting was closed by the Chairman at 10.20am