

COUNCIL MEETING – 14 DECEMBER 2010

REPORT OF FINANCE COMMITTEE

Notes of meeting of Finance Committee held on 1 December 2010

Present: Cllr Lady Kara Hawks (Chairman); Cllr G James and Cllr J Samways

1. RURAL ASSISTANCE GRANTS

Members discussed the possible use of rural assistance grant funding in the current financial year. Councillors Forse and Tipp had each offered £166 and Councillor Puttock was considering the possibility of a similar amount. The total sum available was therefore either £333 or £500.

It was suggested that fencing of Splitwind Pond could be an appropriate project which would assist any future claim to ownership. This could be carried out with post and rail fencing, using cleft rails to provide a suitable rural look. Timber and labour would be resourced as economically as possible. If necessary, the project could be carried out in stages depending on the funding available.

RECOMMENDED that Splitwind Pond be fenced in the current financial year, either wholly or in part, using any available rural assistance grants.

2. PARISH COUNCIL ESTIMATES 2011/12

The Committee considered a report of the Clerk and draft estimates for the financial year 2011/12.

In particular, the report referred to the low level of Council balances. This situation would be exacerbated by parish council elections in 2011 which, if held, were likely to cost at least £2500. Currently, there was only £1250 in the Elections Fund, leaving a 50% deficit. The Fund therefore had to be increased to the appropriate level.

The following measures were proposed to achieve a number of budget savings and to secure adequate working balances:

<i>Postage, printing, stationery and equipment</i>	Maintain budgets at present level (rather than apply inflation increases), with efforts made to contain costs by prudent use of resources
<i>Grants:</i>	Remove grants budget altogether for the coming year, with a consequent saving of £750 (Note: the current year's grant budget is £1200 but the draft estimates for 2011/12 were prepared on the basis of a reduced provision of £750)
<i>Maintenance Fund:</i>	No contribution again this year (Fund currently stands at £1500)
<i>Precept:</i>	Increase precept by £500 to £12,700

It was noted that the 'Balance brought forward' figure in the Expected Outturn column was shown incorrectly as £4734 rather than £4931. The projected balance at 31 March 2011 was therefore £5062, an increase of £197.

With the proposed amendments, the projected year-end balance at 31 March 2012 was estimated at £4135, made up as follows:

General Fund	£1414		
Special Funds	£2721	(Maintenance	£1500
		(Clerk's gratuity	£1221
		(Elections	£0)

The effect of the uplift in precept would be to increase the Band D Council Tax for Copythorne residents from £9.88 to £10.31

A copy of the draft estimates is attached, **with the proposed amendments shown in the penultimate column.**

RECOMMENDED:

- (1) That the precept for 2011/12 be set at £12,700
- (2) That the amended draft estimates be approved.

Item	2010/11		2011/12
	Original Estimate	Expected Outturn	Agreed Provision
EXPENDITURE			
Clerk's salary	6005	6005	6005
Employer NI	73	73	73
Clerk's room allowance	285	285	285
Mileage	485	400	400
Postage	210	210	225
Telephone	415	375	395
Printing/photocopying	405	405	405
Stationery	105	105	105
Meeting room hire	280	250	260
Chairman's Expenses	345	250	345
Insurance	345	322	340
Audit fees	230	230	240
Equipment	80	80	80
Training	65	65	65
Splitwind Pond maintenance	200	190	200
Data Protection Act fee	35	35	35
HALC Membership fee	480	474	515
CPRE Membership fee	30	30	30
Stanleys Own Magazine (Parish Council notes)	155	125	125
Remembrance Day wreath	30	30	30
Anti-virus subscription	30	26	30
Annual Parish Meeting	20	0	20
Parish Hall - Service to the Community	300	300	0
Stanleys Own Scout Band	100	100	0
Totton Citizens Advice Bureau	100	100	0
Victim Support	100	100	0
First Responder	100	100	0
Sundowners Club	100	100	0
Vitalise	100	100	0
Hampshire & IofW Air Ambulance	100	100	0
Copythorne Amateur Theatrical Society	0	100	0
New Forest Disability Information Service	0	50	0
<i>Unallocated grant budget</i>	200	50	0
<i>Projects etc:</i> Web site	360	360	360
Parish Plan	0	0	0
Internet connection, Village Hall	350	350	365
GIS Partnership	204	204	204
Computer/printer	0	925	0
VAT	250	250	250
Elections May 2011	0	0	2500
Special Funds: Maintenance Fund	0	0	0
Clerk's Gratuity	212	212	225
Elections	250	250	250
<i>Total Expenditure</i>	13134	13716	14362
INCOME			
Precept	12200	12200	12700
Bank interest	25	10	10
VAT refunds	250	250	250
Rural Assistance Grants	0	0	0
County Councillor Grants	0	925	0
Special Fund provisions retained	462	462	475
<i>Total Income</i>	12937	13847	13435
NOTES:			

	2010/11		2011/12
SUMMARY	Original Estimate	Expected Outturn	Agreed Provision
Balance brought forward	4931	4931	5062
Total INCOME	12937	13847	13435
	17868	18778	18497
Total EXPENDITURE	13134	13716	14362
Balance carried forward	4734	5062	4135
Estimated balances at 31/3/12			
	Gen Fund	1414	Special Funds 2721

Memorandum: Special Funds				
	To 2009/10	2010/11	2011/12	Total
Mtce Fund	1500	0	0	1500
Clerk's gratuity	784	212	225	1221
Elections	1000	250	250	0

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