

Parish Council Estimates Meeting held on Monday 22nd January 2018 at Taverham Village Hall, after the Planning Applications Committee Meeting at 8.05pm, when there were present:

Mr J Pennells in the Chair

Mrs L Barrington-Smith
Mr N King
Mrs J Latchford
Mrs P Mooney

Mrs S Parkinson
Mr P Savage
Mrs M Temple

Also present: Clerk, Responsible Financial Officer, District Councillors Bannock and Mallett

18/18 Apologies for absence were received from Mr Cox, Mr Ison, Mr Morriss, Mr Ison and Mrs Clarke and Mrs Tyler

19/18 Declarations of Interest None. Mrs Temple and Mr Pennells reminded the meeting that they were members of the District Council's Standards Committee.

20/18 Adoption of Main Council and Committee expenditure budgets for 2018/19

Committee expenditure budgets had been proposed by the relevant Committees in December. The draft Council expenditure figures had been provided to Councillors in advance of the meeting. The Responsible Financial Officer wished to suggest several minor amendments to these figures for consideration by the meeting, as follows:-

- (a) That overtime and employer's pension contribution costs attributable to minor repairs undertaken by the Warden/Handyman be included in the Council Salaries budget rather than in the Recreation and the Sports Committee contingency budgets.
- (b) That the Recreation Committee budget be increased to include an additional Fido bin on Thorpe Marriott Green.
- (c) That the Sports Committee budget be reduced to reflect decreased electricity usage costs.

Each of the above amendments was approved unanimously by the meeting.

Questions relating to the Council budget were resolved as follows:-

Streetlighting Costs: The Responsible Financial Officer confirmed that the Council would need to enter into a new contract for the electricity supply, initial enquiries had shown a substantial unit price increase. A new quote would reflect the recently-completed lamp upgrade project which should result in lower usage costs.

Recycling expenditure: Mrs Parkinson suggested that unspent funds in this budget be transferred at year-end to a Recycling Initiatives Reserve. The Responsible Financial Officer confirmed that recycling funds had not been absorbed into the general account in the past, but had been allocated to a specific project. Recycling credits received in 2017/18 had not yet been allocated, but this would be agreed at a later date. The Recycling budget underspend had not been taken into account for calculating the 2018/19 Precept requirement.

PATCH: The Clerk confirmed that she would ask the Administrator to keep Councillors up-to-date with current statistics for PATCH drivers, clients and journeys on a regular basis.



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Main Council	Budget Heading	£
Administration	Office sundries, stationery, website, postage, copier (lease and usage), phone/internet, room hire, office rent (incl Petty Cash £1,000) etc	7,800.00
Miscellaneous	Insurance, internal/external audit fees, subscriptions, licences, fees, journals, warden items, staff/Councillor training, PATCH sundries, publicity, minutes binding, maintenance of noticeboards /bins/ youth shelters/ office equipment	12,500.00
Salaries	Clerk, RFO, Council Administrator, South Warden, Weekend Warden, Keyholder, PATCH Administrator, Hmdow Cleaner, payroll bureau, Employer's NI and pension costs, warden absence cover	96,440.00
Contingency		* 1,500.00
Painting Contract	Painting Contract 2018	9,094.00
Minor Projects	Projects arising in the year	2,000.00
Grants	Support for local groups in need of small-ish sums	* 500.00
Recycling	Purchase of appropriate items from recycling bank receipts	1,000.00
Youth Provision	Youthworkers pay, youthroom rent, minor repairs	11,150.00
Section 137	Items which the Council considers would be beneficial to the community but which cannot be funded under any parish council statutory powers including Church field grass cutting	* 745.00
Allotments	Lease, upkeep, allowance to support improvements, Reserve	1,952.50
Streetlighting	Energy costs	8,000.00
	Maintenance contract	4,020.00
	Repairs – items not covered by contract eg, vandalism	1,500.00
	Lamp upgrade programme	0.00
	Structural/Electrical testing	1,500.00
Community Safety	Winter-weather safety and other safety issues	* 1,500.00
Office Ext Project	This replaces old Hinks Meadow Loan	2,000.00
Agencies	Verge cutting (on behalf of County Council)	7,200.00
Parish Plan	Development of Plan initiatives	* 100.00
Neighbourhood Plan	Neighbourhood Plan – Consultancy	0.00
TOTAL		£170,501.50

21/18 Executive Committee expenditure budget bids for 2018/19 were before the Meeting for approval

Executive Committees' expenditure budget confirmed as follows:

Recreation, including the agreed amendments	£39,078.00
Sports, including the agreed amendments	£42,981.00
Woodlands	£12,790.00
Total	£94,849.00

22/18 Executive Committee income for 2018/19

Mrs Parkinson noted that, over the past three years, the estimated income for Hinks Meadow hall hire had exceeded actual receipts. She proposed that the estimate for 2018/19 be reduced from £15,000 to £14,000. Councillors noted that the administrative team hoped for increased usage of the hall as a consequence of the new play area and planned promotion of the venue. However, the meeting unanimously agreed that, for the forthcoming financial year, the estimated hire income should be reduced to £14,000.



23/18 Precept Requirement Calculation

The following information on estimated 2017/18 year-end balances and projected income for 2018/19 was before the Meeting:

A 2017/18 Income (excess/shortfall):

Council (including Agencies)	£ -249.38
Recreation Committee	0.00
Woodlands Committee	0.00
Sports Committee (shortfall)	-1,270.85

Total income shortfall **£-1,520.23**

B 2017/18 Expenditure (under/-overspend):

Council (including Agencies)	£-1,319.08
Recreation Committee	-660.16
Woodlands Committee	1,903.25
Sports Committee	3,991.26

Total underspend **£3,915.27**

Net surplus projected for 2017/18 year end (A+B) **£2,395.04**

C Estimated income for 2018/19

Hinks Meadow - Hall Hire (<i>agreed amendment</i>)	14,000.00
Hinks Meadow – Football Pitch Hire	9,072.54
Tennis Club Rent	2,820.67
Allotment Rents	1,952.50
County Council – for library garden maintenance	156.00
Photocopying	10.00
Recycling	1,000.00
Agency Fees – County Council (Verge Cutting)	4,768.50
Bank Interest	80.00

Total **£33,860.21**

Total (A+B) + C To be taken off gross expenditure budget **£36,255.25**


Gross expenditure budget (Council & Committees) £265,350.50
Less 2017/18 net surplus and 2018/19 projected income £36,255.25

Equals net expenditure (Precept Amount) **£229,095.25**



Councillors discussed the proposed budget, including the amendments discussed and agreed, with a Precept of £229,095 and this was agreed unanimously.

The District Council had notified a Council Tax Base figure of 3516 for Taverham. A Precept of £229,095 would therefore result in an approximate "per household" cost of £65.16. This equated to a £3.26 increase per household per year.

Signed 

Dated 12/2/2018