

LYNDHURST PARISH COUNCIL

A meeting of the Finance and General Purposes Committee was held on Tuesday 20 November 2018 at Lyndhurst Community Centre at 7.15 pm.

Present: Councillors M Rollé, G Bisson, P Burrows, T Dunning, Mrs F Green, S Se-Upara, A Wiltshire and Mrs P Wyeth

In Attendance: Mrs M Weston, Clerk/RFO to the Council

1. Apologies for Absence

Apologies for absence were received from Councillors G Reeve, Mrs A Trend, C Willsher and Revd Dr C Wilkins

2. Declarations of Interest

None.

3. Minutes of the Finance and General Purposes Committee

The minutes of the meeting held on 12 June 2018 were approved as a true and accurate record.

4. Matters Arising

None.

5. Staffing/Salary (including Clerk's Report)

The Clerk/RFO reported that she planned to retire during 2019 and asked that the budget for the financial year commencing April 2019 reflected any future staffing considerations.

The Clerk/RFO drew Councillors' attention to the up to date spreadsheet which gave a realistic view of the financial position at today's date and likely expenditure to 31 March 2019, culminating with anticipated spends for each Committee as well as the Office and Central accounts.

6. Budget Estimates 2019/20

(a) Central

CENTRAL BUDGET ESTIMATES 2018-19 & PROPOSALS 2019-20

Description	Income - Actual/Project 2018/19	Expenditure - Actual/Project 2018/19	Income - Actual/Project 2019/20	Precept Requirement 2019/20
Opening balance	32999.06		42146.01	
Precept	41000.00		943.99	
Great Mead	10000.00		9820.00	
Salary		30000.00		30000.00
NI/Pension		3500.00		5000.00

Description	Income - Actual/Project 2018/19	Expenditure - Actual/Project 2018/19	Income - Actual/Project 2019/20	Precept Requirement 2019/20
GIS		100.00		100.00
Website		400.00		420.00
Expenses		100.00		100.00
Room hire		400.00		420.00
Auditor		450.00		500.00
Fees/Periodicals		657.00		700.00
Insurance		2347.05		2400.00
CCTV		732.00		750.00
Chairman's Allowance		200.00		200.00
SID		1467.00		
Grant Aid		1500.00		
Election Fees				2500.00
Total	83999.06	41853.05	52910.00	43090.00
Precept Request				943.99

The Clerk/RFO reported that this Precept request had only been achieved by removing the reserve fund and this would need further consideration during the course of the meeting.

(b) Office

OFFICE BUDGET ESTIMATES 2018-19 & PROPOSALS 2019-20

Description	Income - Actual/Project 2018/19	Expenditure - Actual/Project 2018/19	Income - Actual/Project 2019/20	Precept Requirement 2019/20
Opening balance	-31987.54		-44820.50	
Precept			62590.50	
Repairs		60.00		200
Telephone		340.00		350.00
Photocopier		500.00		520.00
Window cleaning		500.00		500.00
Utilities		1600.00		1600.00
Business rates		8333.46		4250.00
Office equipment		727.50		150.00
Rent (1 year)				9500.00
Office cleaning		780.00		700.00
Total	-31987.54	12840.96	17770.00	17770.00
Precept Request				62590.50

The Clerk/RFO reported that she felt consideration should now be given to regularising this account which was newly created. Consideration should be given to removing the deficit that was showing at the present time.

(c) Allotments

Description	Income - Actual/Project 2018/19	Expenditure - Actual/Project 2018/19	Income - Actual/Project 2019/20	Budget Requirement 2019/20
Amount b/f	15172.50		15072.50	
Precept	4500.00		4500.00	
Estimated Income	2200.00		2200.00	
Administration		200.00		200.00
Fencing		1000.00		1000.00
Plot numbering		0.00		0.00
Water		550.00		600.00
Grasscutting - paths		0.00		1000.00
Rent		550.00		550.00
Tracks		800.00		800.00
Pest control		650.00		650.00
Plot clearance etc		2000.00		2000.00
Hedging & ditching		950.00		950.00
Noticeboard Maint		100.00		100.00
Total	21872.50	6800.00	21772.50	7850.00

RESOLVED: That £5,000 be removed from this budget at the end of the financial year in order to reduce the precept with the proviso that it could go back in the budget if needed.

(d) Amenities

AMENITIES COMMITTEE BUDGET APRIL 2018 TO MARCH 2019

Description	Income - Actual/Project 2017/18	Expenditure - Actual/Project 2018/19	Commencing 01.04.18	Estimate 2019/20
Brought forward	15,588.28		4,688.28	
Precept payment	8,000.00		6500.00	
Seat/shelter maintenance		1500.00		1500.00
Bulbs		400.00		
Dog Waste Collection		700.00		800.00
Noticeboards/signage		1000.00		250.00
Village Walks		500.00		1000.00
Grasscutting Great Mead		1000.00		1000.00
Administration		100.00		100.00
Telephone box maintenance		200.00		200.00
Footpaths/Tracks		500.00		500.00
Bus Shelter replacement		12000.00		2000.00
Great Mead - general		1000.00		150.00
Total	23,588.28	18900.00	11188.28	7500.00

Description	Income - Actual/Project 2017/18	Expenditure - Actual/Project 2018/19	Commencing 01.04.18	Estimate 2019/20
Less projected 2019/20 payments			7,500.00	
			3688.28	
Add proposed precept request			2400.00	
Projected amount carried forward				6088.28

RESOLVED: To accept the Amenities budget for the financial year commencing 1 April 2019.

(e) Cemetery

CEMETERY COMMITTEE BUDGET ESTIMATES 2018-19 & PROPOSALS 2019-20

Description	Income - Actual/Project 2018/19	Expenditure Actual/Project 2018/19	Income Actual/Project 2019/20	Expenditure Actual/Project 2019/20
Amount b/f	43252.49		21941.49	
Precept	7000.00		7500.00	
Estimated income	10000.00		10000.00	
Cemetery maint		22000.00		22000.00
Fire Certificate		150.00		150.00
Business Rates		1431.00		1600.00
Electricity		350.00		350.00
Sundry Items		500.00		500.00
Chapel Maint (int)		1000.00		1000.00
Chapel Main (ext)		1000.00		1000.00
Paths		1000.00		1000.00
Tree/Shrub work		1000.00		1000.00
Road/Car park		3500.00		1000.00
Incinerator		100.00		100.00
Storage shed				200.00
CCTV		4280.00		2000.00
Toilets		2000.00		2000.00
Total	60252.49	38311.00	39441.49	33900.00
Remaining funds		21941.49		5541.49

RESOLVED: To accept the Cemetery budget for the financial year commencing 1 April 2019.

(f) **Planning**

RESOLVED: To allow the sum of £300.00 to cover the cost of room hire for meetings for the financial year commencing 1 April 2019.

(g) **Recreation**

RECREATION COMMITTEE BUDGET ESTIMATES 2018-19 & PROPOSALS 2019-20

Description	Income - Actual/Project 2018/19	Expenditure - Actual/Project 2018/19	Income - Actual/Project 2019/20	Precept Requirement 2019/20
Amount brought forward	13539.74		22,108.44	
Precept	21000.00		21000.00	
S.106 contributions	15718.70			
Rent		650.00		650.00
Zipwire Repair				
Grasscutting/Maintenance		1800.00		2000.00
Picnic Benches and Seats		750.00		750.00
Litter Bins		450.00		450.00
Safety Surfacing		2500.00		4000.00
Camera and Signage		2000.00		2000.00
Track and Car Park		6000.00		3000.00
Maintenance Play Areas		2000.00		3000.00
Fencing and Hedges		5000.00		500.00
Administration		100.00		100.00
Skateboard ramp		1500.00		1500.00
MUGA		200.00		200.00
Adult fitness equipment		200.00		500.00
1x new play equipment		0.00		15000.00
Provision for new ground		5,000.00		5000.00
Total	50258.44	28150.00	43108.44	38650.00

RESOLVED: That £10,000 be removed from this budget at the end of the financial year in order to reduce the precept with the proviso that it could go back in the budget if needed.

7. Any Other Items requiring budget consideration

(a) **Section 137 Allocation**

RESOLVED: That no provision be made for a Section 137 allocation.

(b) **Reserve/Contingency Fund**

RESOLVED: That provision for a small reserve fund be allocated once the other final budgets had been formulated.

(c) Lengthsman Scheme

Councillor Bisson drew the Committee's attention to the PTC fund and explained that it might be possible to use this source for funding, particularly with regard to projects. Information could be found at hants.gov.uk and the Clerk would make the necessary enquiries.

RESOLVED: That £1,000 be added to the precept request to augment work at present undertaken by the Parish Council Lengthsman.

(d) Election Expenses – May 2019

It was noted that £2,500 had been allocated in the Central accounts for the cost of possible election expenses in May 2019.

(e) Projects/Events Planned for coming financial year

No plans had been formulated at the present time.

(f) Wellands Road Football Ground

RESOLVED: That no budget allocation be made as it was considered that this could be funded through grant allocation.

(g) Office Potential

Might be possible to use office as potential office space outside LPC use.

(8) Meeting dates for 2019

RESOLVED: That the Clerk circulate a list of meeting dates for 2019.

(9) Precept Request

Voting took place on a Precept request with a vote of 7:1. Councillor Wyeth asked that it be minuted that she had voted against the resolution.

RESOLVED: That a Precept request of £90,000.00 be made for the next financial year.

In the absence of any other business the Chairman thanked those present for attending and closed the meeting at 9.00 pm.

Chairman _____

Date _____