

WIGGINTON PARISH COUNCIL – FINANCE COMMITTEE

Draft Minutes of the Meeting of the Parish Council's Finance Committee held on Tuesday 29th November 2016 in the John Jeffery Room, The Old School Community Hall, Wigginton.

F16/024 Present

Cllrs Runciman (Chair), Denton, Fisher and Vaughan.

F16/025 In Attendance

The Clerk.

F16/026 Apologies for Absence

Cllrs Firth and Spence

Cllr Spence was present at the commencement of the meeting but was unable to remain for the meeting. She offered views on the precept which the Chair agreed would be considered during the meeting.

F16/027 Declarations of Interest

None

F16/028 Minutes of the last meeting

RESOLVED that the Minutes of the previous meeting, held on 29.09.16 be accepted as a true record.

The Chair signed the Minutes of the previous meeting.

F16/029 Matters arising

a) Section 137 grants

The Clerk informed members that all approved Section 137 grant payments have been made to :-

The Old School, Churchfield Open Space Committee, Wigginton Sports and Playing Fields Association, Haxby Helpers, Wigginton Over 60's, The Wonder Years, Haxby and Wigginton Youth and Community Association and Wigginton and Haxby Table Tennis Club.

In total the grants awarded amounted to £ 12193.00.

RESOLVED that the matter be noted.

b) Section 106 applications

The clerk informed members that 2 schemes are being processed and payments should be made before the year end.

RESOLVED that the matter be noted and progressed accordingly.

c) Half Year Audit

The Clerk informed members that the half year internal audit was completed on 18.10.16. The only issue raised involved the recording of the Parish Councils share of the Cemetery Committee accumulated year end funds. Advice has been sought from YLCA.

RESOLVED that the matter be noted.

d) New Computer equipment

The clerk informed members that the new computer equipment has been purchased and brought into full use. The original laptop is being retained principally for use with the HMRC real time salary and income tax programme to the year end.

RESOLVED that the matter be noted.

F16/030 To consider the 2017 2018 Budget proposals

a) The Clerk gave members an overview of the current and anticipated year-end financial position.

At the 1st November the funds stood at:-

Balances	
Skipton Building Society	£ 20000.00
HSCB Deposit	£ 29926.00
HSBC Current	£ 31219.00
Total	<u>£ 81145.00</u>

Add anticipated income to	£ 6327 .00
Less anticipated expenditure	<u>-£ 34749.00</u>

Year end balance 03/17 £ 52723.00

Less S 106 reserves	-£ 15800.00
Less gratuity reserve	<u>-£ 2500.00</u>

Anticipated carryforward balance £ 34423.00

b) The clerk presented the budget proposals (these having previously been circulated to members)

Members discussed the budget at length taking into account inflationary pressures and the views of the committee members.

RESOLVED that the Old School charge for the clerks time be increased to £ 1000.00 per annum effective 01.04.17. and that in order to minimize the precept increase £ 2751.00 be used from Parish Council reserves.

INCOME

	2017-18 PROPOSED	2016-17	AGREED AMOUNT
	£	£	
PRECEPT	55225	50313	52074
S.106 RECEIPTS			
DOUBLE TAXATION CofY	4393	1500	4393
ALLOTMENTS	600	600	600
OLD SCHOOL	600	6 00	1000
BANK INTEREST/SHARES	225	15	225
RENT RECEIPTS	106	100	106
OTHER			
Total income other than the precept	5924	2815	6324
	61149	53128	58398
Precept Increase/decrease	5.78%	2.68%	3.5%
TO BE TAKEN FROM RESERVES			2751
TOTAL			61149

EXPENDITURE

	2017-18 PROPOSED	2016-17	AGREED AMOUNT
	£	£	
ADMINISTRATION			
Audit Fees	1200	1100	1200
Insurance Fees	1353	2100	1353
Room Hire	500	400	500
Postage	90	90	90
Rent	20	20	20
Salary/PAYE	11975	11326	11975
NI	480	425	480
Gratuity	2565	2352	2565
Stationery	295	295	295

Subscriptions	900	900	900
PC Equipment/Telephone/Internet	750	900	750
Web Site Maintenance	395	395	395
Travel/Training	100	225	100
TOTAL OF ADMINISTRATION	20623	20528	20623
GROUND MAINTENANCE			
Christmas Festivities and Band	600	600	600
Flowers, etc	900	700	700
Pond	250	960	250
Grass Cutting	8736	6390	8736
Hedge Cutting	2000	1500	2000
Tree Care	2000	1750	2000
Other ground maintenance including drains	1750	1500	1750
TOTAL OF GROUND MAINTENANCE	16236	13400	16236
OTHERS			
CAB Support visits	5500	5500	5500
Remembrance (includes donation)	50	50	100
Neighbourhood Plan contribution	2000	0	2000
Adoption of telephone kiosk and defibrillator	3000	0	2000
Contingency/emergency funding	1250	1000	2200
TOTAL OF OTHERS	11800	6550	11800

GRANTS S.137/Donations			
	2017-18 PROPOSED	2016-17	AGREED AMOUNT
	£	£	
The Old School	2850	2850	2850
Churchfield Open Space Committee	3140	3200	3140
Other Support Grants	6500	6600	6500
(Maximum grants payable = £7.36 x 3000 = £22080) Based on 2016-17 formula			
TOTAL OF GRANTS AND DONATIONS	12490	12650	12490
TOTAL OF ALL EXPENDITURE	61149	53128	61149

RESOLVED that the CAB charge be included in Other costs it was further **RESOLVED** that the Income, other than the precept, is agreed at £6324.00, that in addition £ 2751.00 will be used from reserves, to minimise the precept rise, and that the Precept will be set at £ 52074.00 representing a 3.5% increase. That the expenditure be set at £ 61149.00. The budget will be presented to the Parish Council meeting on Tuesday 20th December 2016.

F16/031 Other Business Not Requiring Notice

Cllr Runciman informed members that she is having discussions with City of York officer Andy Lazlett in respect of the proposed Haxby and Wigginton Library project. She was extremely pleased with the information gained and will keep the Parish Council informed of further developments. Cllr Vaughan informed members that together with Cllr Firth they will attend a regular update meeting of the Library on Thursday 01.12.16.

RESOLVED that the matter be noted.

F16/032 Date and Time of Next Meeting

To be advised.

NB These minutes are unconfirmed and subject to confirmation at the next meeting of the Parish Council.

