

## WIGGINTON PARISH COUNCIL – FINANCE COMMITTEE

**Draft** Minutes of the Meeting of the Parish Council's Finance Committee held on Friday 29<sup>th</sup> November 2013 in the John Jeffery Room at the Old School, Wigginton at 10.30am

### **F13/032 Present**

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

### **F13/033 In Attendance**

The Clerk

### **F13/034 Apologies for Absence**

Cllr Spence

### **F13/035 Declarations of Interest**

Cllr Douglas and the Clerk declared an interest in the grant application and payment for Wigginton Grasshoppers FC 82.

Cllrs Denton and Fisher declared an interest in the grant application and payment for Churchfield Open Space Committee.

Cllr Fisher declared an interest in the grant application and payment for Haxby and Wigginton Youth and Community Association.

Cllr Douglas declared an interest in the grant application and payment for Wigginton Sports and Playing Fields Association

**RESOLVED** that the declarations of interest be noted and that those members to take no part in the relevant grant application discussions or decisions.

### **F13/036 Election of Vice Chair to the Committee**

Cllr Runciman proposed Cllr R Denton for the Vice Chair of the Finance Committee, this was seconded by Cllr Vaughan. There being no other nominations Cllr Denton was elected.

**RESOLVED** that Cllr Denton be elected Vice Chairman of the Finance Committee

### **F13/037 Minutes of the last meeting**

**RESOLVED** that the Minutes of the previous meeting, held on 3<sup>rd</sup> September 2013 be accepted as a true record.

The Chair signed the Minutes of the previous meeting.

### **F13/038 Matters arising from the minutes of the meeting held on 3<sup>rd</sup> September 2013.**

a) The Clerk informed members that the figure £ 2676.00 in minute 13/029e should read £ 2727.00.

b) The Clerk informed members that grant payments have been made to

Haxby Helpers S137	£ 200.00
Haxby and Wigginton History Group S 137	£ 102.00
Flying Ducks Theatre S 137	£ 200.00
The Wonder years S 137	£ 500.00
Wigginton Old School S 137	£ 2500.00
Haxby and Wigginton Youth and Community	£ 3000.00

Association S 137	£ 3000.00
St Nicholas Church S 137	£ 1000.00
Churchfields Open Space Committee S 137	£ 3300.00
Wigginton Over 60's S 137	£ 400.00
Also approved but awaiting payment	
Wigginton Grasshoppers FC 82 S 106	£ 2727.00

d) The Clerk informed members that the outstanding grant to Wigginton Sports and Playing Fields Association for £ 7539.85 would be made under S 137 and not S 106. It is understood that the project work for which the grant request was received is not as yet completed.

**RESOLVED** that the grant payments and information be noted.

### F13/39 Finance Report

The Clerk reported on the finances of the Parish Council as follows:-

Brought forward from 2012/13	£ 45713.24
Total payments including November 2013	£ 39418.69
Total receipts to 31.10.13	£ 43833.26
Interest to 28.11.13	£ 349.35
Total	£ 50477.16
Current account (no statement received)	£ 20591.76
High Interest Account	£ 29885.40
Total	£ 50477.16

**RESOLVED** that the report be noted.

### F13/040 To consider the 2014/2015 Budget and Precept

Members discussed the proposed budget and comments received and agreed to a budget and precept as shown below.

ANNUAL BUDGET AND PRECEPT		
<b>Income</b>		
Precept 2014-2015	44000	
s106 receipt		
Grass Cutting		
Allotments	600	Annual rent increased to £30.00 small and £ 60.00 large allotment
Old School	480	New contribution to WPC for Clerks duties
Bank Interest	20	
Rent receipts	90	Wigginton Sports and Playing Fields Association and Churchfields.
Other		
VAT refund	4000	Includes Q4 2013-14 and Q's 1,2,3 2014/154
From Reserves	6962	
<b>TOTAL OF ALL INCOME</b>	<b>56152</b>	
<b>Expenditure</b>		
<b>Administration &amp; Management</b>		
Audit Fees	1000	2 internal and 1 external audit
Insurance fees	1895	Includes WPC , The Old School and Churchfields
Room hire and rent	450	Use of Old School meeting room for WPC meetings
Postage	75	
Land rental	20	C of Y charges
Salaries	8291	Based on year 4 NALC rate x 22 hours pw.

Gratuity	220	Clerks retirement gratuity reserve
NI/PAYE	2376	NI/PAYE
Stationery	250	Office etc
Subscriptions	800	YLCA/SLCC
PC Equip/Teleph.	900	Telephone/PC spares/Software/Cartridges/Projector
Travel	50	To cover mileage charges
Training	175	Training/manuals etc
Web-E mail	350	Web management and hosting
Christmas festivities	700	Trees - lights - carol evening and brass band
Flowers and Pond	550	Spring and Winter planting throughout the village.
Grass cutting	8700	Based on a maximum of 8 cuts
Hedge cutting	1200	Based on 2 cuts
Tree Care	2000	Particularly to Churchfields snicket.
Remembrance	100	Wreaths
Ground maintenance	500	Maintenance of allotments footpaths and other areas as necessary
C.A.B.	5500	Annual funding for two sessions per month
Contingency	1000	Unforeseen expenses
<b>Total of administration &amp; management</b>	<b>37102</b>	
<b>Grants</b>		
Old School	3750	Towards running costs
Churchfields	3300	Towards running costs
Oaken Grove Community Centre.	4500	Towards running costs
To local organisations	3500	Towards grant applications
<b>Total of grants</b>	<b>15050</b>	
VAT input	4000	
<b>TOTAL OF ALL EXPENDITURE</b>	<b>56152</b>	

**RESOLVED** that the budget and precept be recommended to the Parish Council at its meeting on 3<sup>rd</sup> December 2013.

#### **F13/041 Other business not requiring notice**

None

#### **F13/042 Date and Time of Next Meeting**

**RESOLVED** that the clerk will advise members of the next meeting of the Parish Council's Finance Committee.

**NB: These minutes are unconfirmed and subject to confirmation at the next meeting of the Finance Committee.**