

# Tidenham Parish Council

Finance and Probity Committee 2016/17 – Page 3

Minutes of a meeting of the Finance and Probity Committee of the Parish Council held on Wednesday 30<sup>th</sup> November 2016 at 7pm in the War Memorial Hall, Tutshill.

**Present:** Councillors; Bollen, Duff, Evans, Gregory, and Powell  
Officers; Mrs C Hinton (Clerk).

1. **ATTENDANCE**

- a) **Resolved to receive** apologies for absence from Councillor Molyneux.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillor Molyneux

2. **DECLARATIONS OF INTEREST**

**Resolved to receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

**There were none received**

3. **MINUTES OF PREVIOUS MEETING**

a) **Resolved to approve as a correct record** the minutes of the meeting held on 7<sup>th</sup> September 2016.

b) There were no questions arising from those minutes for the Committee to consider.

4. **PUBLIC CONSULTATION**

There were no members of the public present.

5. **PARISH CLERK'S REPORT**

**Resolved to note** no report required. Councillor Powell asked that Full Council consider moving to online banking – Clerk to add to agenda.

6. **ACCOUNTS**

a) **Resolved to approve** the accuracy of the Cash Book entries to 31<sup>st</sup> October 2016, which had been checked by Councillor Bollen prior to the meeting

b) **Resolved to note** Budget Monitoring Sheet 2016/2017

7. **QUARTERLY FINANCIAL CHECKS**

Five cheques and supporting paperwork were checked and found to be correct.

8. **GRANT APPLICATIONS**

a) **Resolved to approve** grant of £200 for bingo equipment for residents of Hanover Court.

b) **Resolved to approve in principal** a grant to Forest of Dean Road Safety Group but more specific information should be requested on how the money would be controlled and spent.

c) **Resolved to approve** grant application from Tidenham PCC for £198.00 to service Tidenham Church clock

9. **BUDGET 2017/2018**

**Resolved to approve** budget proposals as per Budget Planning Sheet (Minute 16/17 page 4) with the full amount of £4370 earmarked reserve used to cover the loss of the Council Tax Support Grant from FoDDC.

10. **FUTURE MEETINGS**

**Resolved to note** the date of the next meeting – 1<sup>st</sup> March 2017

**The meeting closed at 7.56pm**

Finance and Probity Committee Minute 16/17 page 4		Tidenham Parish Council Budget planning 2017/2018				
	Budget 2014/15	Budget 2015/16	Budget 2016/17	Budget 2017/18	Comments	Council Decision
<b>Sector Total</b>	£ 29,280	29780	25544	25942		
Salary C Hinton		10800	11844	12582		
Staff Expenses		2700	3000	3500	Includes allowances of £86 per month	
Salary K Duffin		5600	7042	7200		
HMRC		6025	3658	2660		
<b>Sector Total</b>	£ 9,100	9100	9700	10130		
Insurances	£ 2,850	3000	2600	2300	3 year LTA - allowing approx. 1% for index linking increase	
Newsletter	£ 1,750	1600	2000	2250	Based on 3 issues per year	
Audit Fees	£ 850	850	850	850	Left the same as new external auditor next year and cost not yet confirmed	
Stationers	£ 1,200	1200	1100	2600	2016/17 figure estimated due to previously claimed on expenses	
Subs	£ 1,300	1300	1450	1530		
Office Equipment	£ 600	600	500	500		
Chairman's Allowance	£ 100	100	100	100		
Misc (inc S&DLGA)	£ 450	450	1100	1100	2016/17 overspend due to Commemorative medal purchase	
<b>Sector Total</b>	£ 16,700	16400	16900	16900		
Training	£ 200	300	1500	1000		
Capital Costs	£ 8,000	6500	6500	6500		
Election	£ -	1100	1100	1100	best practice to include in case of contested Casual Vacancy	
Grants	£ 3,500	3500	2800	2800		
S&BVH	5,000	5000	5000	5000		
Amenities	39,800	41100	40015	43923		
Dog Waste	4,525	4040	4250	4174.44		
Grass	15,250	15268	15965	15245.76		
C/Yards and Grounds Maint.	4,000	1150	2750	800	Including Shirley's Grove	
Play Area Inspections	1,625	3550	1300	1200		
Litter picking	8,000	6431	7250	6888.2		
Tree Maintenance	2,000	3707	3000	4000		
Misc	900	900	1000	0		
Play Area Repairs	1,000	460	1500	1500		
Street Hardware			3000	3000		
Planning			1000			
<b>TOTAL Expenditure</b>	£ 94,880	96,380	93159	96395		
Council Tax Support Grant			4370	0		
From Reserves				4370	This amount was set aside 2016/2017 to cover the loss of the CTSG (see below)	
<b>Precept</b>	<b>92,000</b>	<b>92,000</b>	<b>88,789</b>	<b>92,025</b>		
<b>Recommended Reserves to be Earmarked</b>						
Shelter Monies remaining @ end Oct 16			222.03			
S106 Monies remaining @ end Oct 15			532.08			
Funds for Future Significant Projects			19287		£14287 remaining from 16/17 (£10,000 used for Buttington Road Playground) £5,000 added from general reserves to keep this fund building up for future major projects.	
Professional Fees			2500			
		Total	22541.11			
<p>The Council Tax Support Grant was passed on from FoDDC for the past 3 years. This is now no longer available. Last year £4370 was ringfenced to help minimise the effect of losing the Grant on the Precept amount. I have included the full amount in the figures above which results in a precept increase of just under 4%</p>						
<p>I have calculated that based on predicted expenditure for the remainder of 2016/2017 and using the ringfenced reserves as shown above, the level of general reserves would be around £55,100 which would be approx. 57% of the £96395 budget and thus within acceptable limits.</p>						