

STRENSALL with TOWTHORPE PARISH COUNCIL

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MINUTES of the meeting of the Parish Council Finance Committee
held at Strensall Village Hall on Monday 4th January 2016 at 2.30pm

Present

Cllr K Marquis (Chairman) Cllrs Plant, Maher, Bolton and Mrs J Smith

1. APOLOGIES

None

2. DECLARATIONS OF INTEREST

All Councillors declared a personal interest in items 3(a) and (e)

3. _____

(a) **The Budget for 2016-17:**

The spending codes for 2015-16 to date were discussed and amended where it was considered desirable—The working sheets are attached as Appendices 1 and 2

(b) **River Foss Society Grant Application & Installation of Local History Information Board**

The committee discussed grant funding in general terms as to what was likely to be requested in the forthcoming year in addition to amounts already committed (ie: Carnival £1,000) It was therefore resolved to recommend the payment of £500 to RFS and, as the Ward Committee had agreed to fund the purchase of the LHG board, the installation costs could be met by the Parish Council under certain conditions **Resolution 040116/01**

(c) **Double Taxation**

The correspondence from City Council had been circulated and discussed. Further information was required.

(d) **Precept**

In the light of similar budget foreseen it was agreed to recommend a precept of £36,000 for 2016-17 which is identical to the current financial year. **Resolution 040116/02**

(e) **Neighbourhood Plan Estimated costs**

It was difficult to quantify the possible costs but £5,000 should be allocated for the forthcoming year towards this. Further grant funding needed to be explored together with possible Consultancy fees
Resolution 0401016/03

4. Section 137 Expenditure

The limit for each Band D property for 2016-17 is £7.37

5. S 106 Payments Outstanding

The list of outstanding payments from City Council are now of concern but the new legislation is far from straightforward. Cllr Marquis to update the list and forward it to City Council to request immediate payment **Resolution 040116/04**

6. Money Market Accounts

The investments on the Money Market were due for reinvestment during the Christmas period. The Clerk requested retrospective permission for the reinvestment of £25,000 for 3 months. The previous investment had generated £15.58 gross interest repaid into the respective accounts. This was approved **Resolution 040116/05**

There being no other business the meeting closed at 4.15pm

Signed Chairman

Dated

Financial Considerations in respect of Budget and Precept for 2016/2017**1. To consider and decide on the recommendation to the Parish Council in respect of the budget for 2016/2017 and its composition.**

- a) Members of the Finance Committee reviewed the expenditure by the Parish Council in the current financial year – 2015/2016. Items were expected to be within budget except for the following:

Telephone Account – now a business account with BT and attracts higher charges.

Office Expenses – mainly caused by the expenditure of transferring the office from the Rainbow Centre to the Village Hall.

Grass Cutting, Open Space Maintenance, Play Areas, Seat Maintenance and bus shelter maintenance were budgeted deliberately low to take account of these items in the Double Taxation payments from City of York Council and funds obtained from developers via s106 contributions.

During the course of the year from April the Parish Council has agreed grants from reserves of £3,000 in respect of applications unknown when the current budget was agreed.

- b) Discussions took place to decide the funds required for each item as under:

Code 100 (Clerk's Salary)	Maintained at current level of £10,500 although it was noted that discussions are under way nationally for a 1% rise in April 2016 and April 2017.
Code 101 (Telephone)	Increased to £500 to meet increased cost of this service.
Code 102 (Office Expenses)	Maintained at £1,000
Code 103 (Clerk's Expenses)	Maintained at £50
Code 104 (Councillor's Expenses)	Maintained at £50
Code 105 (Audit Fees)	Maintained at £600
Code 106 (Insurance)	Maintained at £2,000
Code 107 (Bank Charges)	Maintained at £20
Code 108 (Village Hall Hire)	Increased to £1,500 to meet additional cost of office lease
Code 109 (Remembrance Day Wreath)	Maintained at £50
Code 110 (Training/Conferences)	Maintained at £800
Code 111 (Leases)	Reduced to £90 following move from Rainbow Centre

Code 112 (Clerk's Annuity)	Maintained at £250
Code 113 (HMRC Payments)	Maintained at £1,590
Code 114 (Neighbourhood Plan)	Maintained at £5,000
Code 201 (YLCA Membership)	Increased to £805 to meet 4.9% increase
Code 202 (CPRE Membership)	Maintained at £40
Code 203 (Outreach Contribution)	Maintained at £400
Code 204 (River Foss Soc'y M'ship)	Maintained at £18
Code 301 (Street Lights)	Maintained at £zero
Code 302 (Allotments)	Maintained at £50
Code 303 (Grass Cutting)	Maintained at £3,000 and expected to be supported by Double Taxation payment.
Code 304 (Christmas Trees/Flowers)	Maintained at £800
Code 305 (Grants/Donations)	Maintained at £3,000
Code 306 (Open Spaces)	Maintained at £2,000 and expected to be supported by funds from Double Taxation and s106 payments.
Code 307 (Play Areas Management)	Maintained at £1,000 and expected to be supported by funds from Double Taxation and s106 payments.
Code 308 (War Memorial)	Reduced to £200
Code 401 (Litter Bins)	Maintained at £zero
Code 402 (Dog Bins)	Maintained at £zero
Code 403 (Notice Boards)	Maintained at £zero
Code 404 (Seat Maintenance)	Maintained at £100
Code 405 (Salt Bins/Salt)	Maintained at £600
Code 406 (Bus Shelters)	Maintained at £100
Code 408 (Churchyard Maintenance)	Maintained at £500
Code 409 (Grants from Reserves)	Set at £zero
Code 410 (Cemetery Contribution)	Maintained at £zero

The total budget for 2016/2017 is set at £36,613 and is slightly less than the current year. The current finances of the Parish Council indicate reserves of c£55,000 which includes s106 income not spent of c£25,000 and restricted for Open Space projects. New regulations for spending s106 funds have been introduced by central government in April 2015 and some restrictions apply to funds received after April 2010.

The following table and notes show the information available as at 31st December 2015 to provide data for these recommendations.

Code	Detail	Budget 2015/16	Actual Exp to 31.12.15	Balance	Overspend	Budget 2016/17	Sub Totals
100	Salary	10,500.00	7,168.96	3331.04		10,500.00	
101	Telephone	350.00	416.47		66.47	500.00	
102	Office Expenses	1,000.00	1,731.00		731.00	1,000.00	
103	Clerk's Expenses	50.00	16.50	33.50		50.00	
104	Cllr's Expenses	50.00	42.13	7.87		50.00	
105	Audit Fees	600.00	550.00	50.00		600.00	
106	Insurance	2,000.00	1423.75	576.25		2000.00	*
107	Bank Charges	20.00	0.00	20.00		20.00	
108	V. Hall Hire	1,000.00	931.25	68.75		1500.00	
109	Remembrance Day Wreath	50.00	50.00	0.00		50.00	
110	Conf/Training	800.00	650.00	150.00		800.00	
111	Leases	1,090.00	0.00	1,090.00		90.00	
112	Clerk's Annuity	250.00	0.00	250.00		250.00	
113	HMRC Payments	1,590.00	1292.73	297.27		1590.00	
114	VDS/N'hood Plan	5,000.00	3420.00	1,580.00		5000.00	
	Sub Total	24,350.00	17692.79	7,447.18		24,000.00	24,000.00
201	YLCA	770.00	766.00	4.00		805.00	
202	CPRE	40.00	36.00	4.00		40.00	
203	Outreach	400.00	400.00	0.00		400.00	
204	R. Foss Soc'y	18.00	18.00	0.00		18.00	
205	Rural Action Yorks	0.00	35.00		35.00	0.00	
	Sub Total	1,228.00	1255.00	8.00		1263.00	1263.00
301	Street Lights	0.00	0.00	0.00		0.00	
302	Allotments	50.00		50.00		50.00	
303	Grass Cutting	3,000.00	6,005.00		3005.00	3000.00	
304	Christmas Trees / Flowers	800.00	336.00 508.12		44.12	800.00	
305	Grants/Donations	3,000.00	2,245.00	755.00		3000.00	
306	Open Spaces	2,000.00	1,148.70	851.30		2000.00	
307	Play Area Mgt	1,000.00	592.72	407.28		1000.00	
308	War Memorial	500.00	0.00	500.00		200.00	
	Sub Total	10,350.00	10,835.54	2,563.58		10,050.00	10,050.00
401	Litter Bins	0.00	0.00	0.00		0.00	
402	Dog Bins	0.00	0.00	0.00		0.00	
403	Notice Boards	0.00	0.00	0.00		0.00	
404	Seat Mtce	100.00	0.00	100.00		100.00	
405	Salt Bins/Salt	600.00	0.00	600.00		600.00	
406	Bus Shelters	100.00	98.00	2.00		100.00	
408	Churchyard Mtce	500.00	500.00	0.00		500.00	
409	Grants(Reserves)		3000.00		3,000.00		
410	Cemetery Cont	0.00	0.00	0.00		0.00	
	Sub Total	1,300.00	3598.00	702.00		1300.00	1300.00
	Section 137						
	Section 106		33,085.00				
	TOTALS	37,228.00	33,381.33	10,720.76		36,613.00	36,613.00

Notes:

Overspends on Office Expenditure and Telephone were result of office move to Village Hall and telephone account now a business account – previously residential.

Overspend for subscription to Rural Action Yorkshire due to administrative error in not cancelling membership.

Grass cutting overspend planned to be met from Double Taxation payments.

Flowers and Christmas Trees overspend due to cost increases unknown when budget set.

Unplanned Grants to Kidz Klub and Robert Wilkinson Academy agreed by Council to be met from reserves.

Playground expenditure shown as met by s106 payments but also includes Lottery Grant of £8699.00.

c) To decide the precept for 2016/2017.

Members were satisfied that the precept set for 2015/2016 was fair and recommend that the precept for 2016/2017 be maintained at £36,000.

d) Current situation in respect of Double Taxation and s106 payments.

As a result of last year's decision to include the land at Westpit Lane in the calculation for Double Taxation for 2015/2016 City of York Council have decided that further information is needed before payments are released. It is also understood that the Double Taxation payment procedure is to be reviewed with changes likely in April 2017.

S106 payments are also likely to be much reduced in future years even if development is allowed as central government are challenging a High Court decision against their planed alteration not to include schemes of 10 or less dwellings in the s106 arrangements. Talks are under way with Officers at City of York Council about how s106 payments are to be shown on their web site. These talks are also expected to clarify the new arrangements.

At the present time payments in respect of Open Space are awaited from the following developments:

28 West End - £6,012 has been paid by the developer to CoYC but not passed to this council.

Helmsdale - £3,668 has been paid by the developer to CoYC but not passed to this council.

The Grange, Towthorpe - £2,214 outstanding.

2 Redmayne Square - £3,886 paid by the developer to CoYC but no development commenced yet.

20 Middlecoft Grove - £3,006 paid to CoYC 1st July 2014 but not passed to this council.

20 Middlecoft Grove - £2,004 agreed but status of development not clear.

Manor Farm, Strensall - £8,508 agreed but development now time expired.

The Tannery - £21,450 for Amenity, £70,848 for Play and £37,763 for Sport – paid to CoYC but not passed to this council.

Manor Farm, Towthorpe - £8508 agreed and development commenced.

Magson Workshop - £2,004 paid to CoYC in 2013 but not passed to this council.

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BUDGET 2016/2017

Funding

	£
Estimate of Bank Interest	100.00
Allotment Rents	160.00
Precept	36,000.00
Total Sources of Income	36,220.00

REVENUE RESERVES as at 1st April 2016

Forecast Bank Balances	45,162.00
Money Market Investments	25,000.00
TOTAL	70,162.00

EXPENDITURE and FUNDING (exc VAT)

Expenditure during 2016/2017	37,000
Funding	36,260
Reserves or other sources (Double Taxation/s106)	740