

Harpole Parish Council Finance Committee

Meeting Old School Hall, School Lane. Harpole. Monday Nov 26th 2016. 7.30 pm.

Draft Minutes.

Present. MJ, SR, RG, DS, MM, BG . GR Clerk. Apologies.

1	Public Discussion. None
2	Minutes of meeting of May 31st 2016 confirmed as a true record.
3	Income and expenditure accounts 16-17. Apr 1 st to present. Clerk distributed Bank Reconciliation, which was received with no comment.
4	Planning Advice. SR asked for a sum of £5000 to be earmarked.
5	Projects. SR asked for a sum of £10,000 to be earmarked towards parking solutions in Garners Way.
6	Insurance. No major change. Asset Register. Needs to be completed.
7	Administration costs. Clerks salary – to review, and consider future requirements. Recommended. An additional 4 hours per month allocated. It was not felt necessary for additional hours to be allocated for planning meetings at this time. No change in monthly phone, equipment etc allowance.
8	Lighting. - Electricity costs had gone up substantially,
9	Section 137. Heritage Group had not asked for a grant.
10	Allotments. Clerk recommends a rise in Allotment rents in line with advice to make best use of assets. Recommended. It was not felt appropriate to raise allotment rents at this time. Recommended. £1000 to be paid to Allots Association towards annual expenditure.
11	Grants. Old School Hall- £4000. Playing Field – asking for £4,000. Requested and agreed.
12	Old School Hall. - gen maintenance – additional costs were felt to be candidates for Section 106 money.
13	Churchyard. – It was expected that cost of steps, edging and grave repairs would come out of earmarked reserves. No other major costs anticipated.
14	Highways. – Grasscutting – put out to tender. Costs to be decided, but not expected to rise substantially.
15	Audit/NCALC. – No major increase anticipated.
16	Bus shelters, seats & boards. Dog Bins. It was felt that village bus shelters were in need of re-painting, and that an additional £500 should be allocated.
17	Election. No additional money set aside in the event of an election
18	Flagpole maintenance. No additional money set aside
19	Training. Maintained at £500. This would usually appear in Clerk’s salary, as well as Councillor training costs.
20	Website – £250 allocated.
21	To recommend a precept request for the financial year 2107 – 18 Provisional total of expenditure of £49,950 agreed, - anticipated income of £3000- requiring a budget of £47,000. Recommended. Agreed that precept should be maintained at £39,000 and any shortfall made up from reserves.

EXPENDITURE – anticipated 17/18		Churchyard	
General Administration	1500	Grass	3000
Newsletter	1000	Maintenance Hedges/Paths	500
Salaries	14000	Sect137	500
Insurance	850	Old School Hall	4500
Audit Fees, NCALC	500	Playing Field	4000
Website	250	Heritage Group see s137	0
Tax Agent	250	Highways	3300
Public Lighting		Election	0
Energy		Training	500
Repairs& Maintenance New Lights	11000	Total	49950
Section 137 Payments	500	Predicted income	3000
Bus shelters, benches, etc	1000	Budget	46950
Dog Bins	1000	Reserves	
Flagpole maint	500	Anticipated balance	80000
Allotments water	1300	General reserve	32000
maint	1000	Churchyard wall/steps etc	30000
		Planning Advice	5000
		Old School Hall	5000
		Parking in Garners Way	10000
		Clerks Gratuity	3000
		Anticipated balance	80000