

Minutes of the meeting of the FINANCE COMMITTEE held in Rickards Hall on Monday 19 December 2016 at 8.12pm

Present: Cllrs Mrs J Davison, R Davison (Vice Chairman), A Layland, S McGregor (Chairman) and J Scholey.

In attendance: D Slater (Finance Officer). No members of the press or public were present.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllrs R Bell (work commitment), T Bryant (unwell), B Orridge (holiday) B Todd (unwell).

2. DECLARATIONS OF INTEREST

A dispensation had been granted for all members to discuss the Budget.

3. TO RECEIVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE HELD ON 28 NOVEMBER 2016

Resolved: that the minutes of the Finance Committee meeting held on 28 November 2016 be signed by the Committee Chairman as a true and accurate record of the meeting.

4. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)

None.

5. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS

Members noted in detail the income and expenditure transactions for the month and

Resolved: that Cllrs S McGregor and R Davison should sign the Financial Statement for the end of November confirming the analysis of receipts and payments, paid expenditure transactions, and authorising the payments of unpaid expenditure transactions. To approve the financial comparisons and to accept the transfers into and out of reserve accounts.

5.6 Fund Transfer

Capital Reserves

Transfer In: Nil

Transfer Out: Nil

Revenue Reserves

Transfer In: £25,000.00

Transfer Out: Nil

5.7 Paragraphs 5.1 to 5.6 approved by resolution of the Council:

5.8 Invoices outstanding for more than 3months

None

6. FINANCE BUSINESS

6.1 Draft Budget 2017/2018

Members were advised that the Budget had been prepared under the new structure to include the 30 Year Maintenance Plan, carefully estimating realistic figures for the forthcoming year, and in line with the recommendations of the Forward Planning Committee, aiming for a standstill budget where possible. There had been a 1% uplift to Staff Costs on Open Spaces and Central Services to cover pension increases and salary increases. The following items were included in the Budget.

Council

Service Level Agreements for the Eden Valley Museum Trust (£6,000), Edenbridge Twinning Association (£500) and House Project at the Eden Centre (£7,500) as agreed at the October grants meeting.

£1,650 for the Summer Play Scheme for 2017 including £50 extra for a new banner.

Contingencies raised to £7,500 and Depreciation reduced to £13,000, as resolved at the Forward Planning Committee September meeting.

The amount allocated for Community Grants remaining at £7,500.

£10,000 allocated to the Capital Fund and £25,000 from the Capital Fund allocated towards long term maintenance which will be rebalanced when additional houses are built in the parish.

The CIL payment received in 2016/17 has been transferred in from the Capital Fund to enable the money to be spent in 2017/18 keeping a running balance.

Open Spaces

£41,000 had been included from the precept under the Open Spaces Budget Heading for the 10 Year Maintenance Plan, with £34,930 being transferred from the Council's Reserves. £58,000 was included in the precept for the 30 Year Maintenance Plan. £80,000 was removed from the 30 Year Maintenance Plan for 2017/18 for Spitals Cross Playground and the project put back to 2018/19, with £30,000 transferring back into Open Spaces Reserves, TR Balancing 30Year Plan heading.

£28,000 had been included in the expenditure for the revised 30 Year Maintenance Plan, including 5% contingencies as approved at November Council. £30,000 will be transferred back into the 30 Year Maintenance Plan.

The cost for emptying another dog refuse bin was included, as recommended at April Council with the purchase of the bin (£200) to be taken from Open Spaces purchases.

£4,000 was included to cover emergency tree works, and £3,000 as Open Spaces Contingency Fund as recommended at Forward Planning.

£900 was included for scanning the Cemetery books, with the cost for the back-entering of data approx. £1,900 to be considered in the 2018/19 budget.

Cost for weed killing at Nomads was included with the increased rental income to cover this.

The Open Spaces 10 year Maintenance Plan figures for 2017/18 included a 2% uplift for inflation and 5% contingencies for the planned work.

Utilities had all been increased slightly to cover increases.

The cost of a knee rail fencing at Blossoms Park and a new notice board at Marsh Green discussed at Open Spaces meeting were being investigated. These items were not included in

the budget but £2,000 was included in Small Projects for the coming year which could be used towards these items.

The smaller items of equipment identified for replacement in 2017/18 total just over £4,000, and are as follows:

Stihl chainsaw	£460
Water bowser	£2,290
Rover 18" mower	£360
Rotary petrol mower	£360
Stihl strimmer	£535
"Billy Goat" pedestrian leaf vacuum	£1,050.50

Central Services

£12,600 was included from the precept under the Central Services Budget Heading for the Buildings 10 Year Maintenance Plan. £22,575 was included from the precept for the 30 Year Maintenance Plan with the Council transferring £43,575 from Reserves.

The expected expenditure for the Planned Buildings Maintenance on the 10 Year Plan is £11,500. £1,100 will be transferred back into the 10 Year Maintenance Plan Reserves. £2,000 was allocated for materials to cover minor repairs and maintenance throughout the year. All scheduled maintenance work will be taken from this heading. A total of £66,150 was budgeted for expenditure on the 30 Year Maintenance Plan.

Emergency Planning

The Emergency Planning budget was increased by £75 to cover the increased cost of the radio licence.

Community Warden

This heading is maintained by the Warden Steering Group. The Council had agreed to continue supporting the post in 2017/18 at the unchanged amount of £6,000, with a management fee of £2,625 to be paid to the Council.

Members

Agreed: to propose this Draft Budget to January Council resulting in the precept being £476,826, an increase of £2.57 (1.93%) to £136.07 per Band D household. The Tax base had increased to 3505.34 for 2017/18.

The Ransomes TG3400 trailed hydraulic 5-gang mower had been identified for replacement in 2017/18 costing £25,600 less part-exchange £2,000 (£23,600 plus VAT). The Head Grounds man had been advised this was 2016 price with increases likely in January. Other quotes had been requested but not received at the time of the meeting. Members

Resolved: that the Chairman of Open spaces Committee, Head Grounds man and Deputy Clerk should consider the quotations received later in the week and place the order by Friday 23 December.

6.2 Barclays Bank

Members were advised there had been several problems with banking arrangements since the Council moved its account to Barclays in 2015. Recently, the Council was advised an existing signatory had not been verified despite information having been provided to them two years ago. This had caused a lot of unnecessary inconvenience reducing the number of signatories available to authorize payments at that time.

6.3 Feed In Tariff Payment for Solar Panels

Members were pleased to note that a payment of £811.65 had been received from Scottish Power for the feed in tariff on the solar panels at the Depot. This covered the period from 3 November 2015 to 11 November 2016.

7. FINANCE CORRESPONDENCE

7.1 Thank you letters for Grants

Members noted thank you letters had been received from Eden Valley Chamber of Commerce, Edenbridge Piranhas Swimming Club and Edenbridge Voluntary Transport Services.

8. PRESS RELEASE

There were no items on the agenda for which members wished to issue a press release.

The meeting closed at 8.36pm