

Minutes of the meeting of Belbroughton Parish Council Finance Committee held on 16th March 2015 in the Jubilee Room Belbroughton Recreation Centre.

Present: Councillors J Bradley (Chair), I Dalziel, T Jones, Dr R Morgan, and P Shotton.

In attendance: John Farrell (Clerk). No members of the public attended.

119/15 The Committee Chairman Cllr. Bradley expressed the Committee's concern at the hospitalisation of Cllr. Karen Green and her subsequently undergoing a serious operation. Members wished her a speedy and full recovery.

120/15 Apologies

Apologies were received from Cllrs. A Mabbett, S Pawley, D Roberts and C Scurrall.

121/15 Declarations of interest. No interests were declared.

122/15 Dispensations. None were requested.

123/15 Minutes of previous meeting

The minutes of the meeting on 16th February 2015 were approved, and the chairman signed the minute book.

124/15 Bank reconciliation:

The bank reconciliation for the Council's operational bank account was noted. Cllr. Morgan signed the bank statements and the 'Quickbooks' reconciliation prints. In accordance with the Council Financial Regulations – rotating this role - Cllr. Jones would carry out the reconciliation processes next month.

125/15 Accounts for Payment

The clerk circulated the list of items for payment in February totalling £4,446.37 and detailed the transactions involved. The payments were authorised and Cllrs. Shotton and Jones signed the cheques.

Following receipt from the County Council on 16th March of confirmation of renewal of the Lengthsman scheme. The Committee recommended that the Lengthsman contract should be renewed with David Aldridge with a further recommendation for a 2% increase in the hourly rate paid.

Action: the clerk was asked to contact Mr Aldridge and express the Committee's appreciation of his work undertaken during the last 12 months.

126/15 Income and Expenditure

Cllr. Scurrall joined the meeting.

The Committee noted the circulated latest income and expenditure figures and the budget for comparison details prepared by the clerk along with a commentary on specific lines.

Belbroughton Parish Council Income and Expenditure 1/4/2014 – 16/3/2015

	Apr '14 - Mar...	Budget	£ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
CT Support Grant	0.00	3,000.00	(3,000.00)	0.0%
Lengthsman Scheme	3,146.84	3,150.00	(3.16)	99.9%
Meeting Room Rent (old)	0.00			
Precept (Council Tax)	65,000.00	65,000.00	0.00	100.0%
VAT refund	0.00			
Total Income	68,146.84	71,150.00	(3,003.16)	95.8%
Gross Profit	68,146.84	71,150.00	(3,003.16)	95.8%
Expense				
Administration	4,870.15	5,480.00	(609.85)	88.9%
Bad Debts	0.00			
Clerk's salary	20,783.98	20,207.00	576.98	102.9%
Communication	1,600.44	1,845.00	(244.56)	86.7%
Contingency	11,022.00	15,500.00	(4,478.00)	71.1%
Councillors expenses	234.28	700.00	(465.72)	33.5%
Footway Lighting	2,382.69	7,200.00	(4,817.31)	33.1%
Legal and Professional	363.85	500.00	(136.15)	72.8%
Maintenance	746.95	950.00	(203.05)	78.6%
Maintenance Grants	4,400.00	4,400.00	0.00	100.0%
Meeting Room	0.00	360.00	(360.00)	0.0%
Open Spaces & Footpaths	9,995.62	12,650.00	(2,654.38)	79.0%
Section 137 Expense	748.00	955.00	(207.00)	78.3%
Total Expense	57,147.96	70,747.00	(13,599.04)	80.8%
Net Ordinary Income	10,998.88	403.00	10,595.88	2,729.3%
Other Income/Expense				
Other Income				
Agriculture Holdings Rents	6,972.94	6,642.50	330.44	105.0%
Contributions to Parish Expe...	962.00			
F'field Villa F C Rent	2,474.10	2,450.00	24.10	101.0%
Investment Income	1,702.44	2,200.00	(497.56)	77.4%
Parish Meeting Room Rent (...)	4,833.36	4,832.00	1.36	100.0%
Wayleaves	499.12	430.00	69.12	116.1%
Total Other Income	17,443.96	16,554.50	889.46	105.4%
Other Expense				
Grants to Parish Bodies	5,100.00	5,000.00	100.00	102.0%
Minor Grants	600.00	1,000.00	(400.00)	60.0%
Parish Project Expenditure	7,222.00	7,685.00	(463.00)	94.0%
Total Other Expense	12,922.00	13,685.00	(763.00)	94.4%
Net Other Income	4,521.96	2,869.50	1,652.46	157.6%
Profit for the Year	15,520.84	3,272.50	12,248.34	474.3%

Belbroughton Parish Council Financial Report period ending 13th March 2015

The period is also effectively the year end of 31st March as there will be only a few payments or receipts transactions between now and the end of the month.

Income and Expenditure - - Overall surplus £15,520:

Ordinary Income & Expenditure – (Precept funded)

1. No council tax support grant was paid over by BDC thus the £3,000 in the budget was not received.
2. Lengthsman scheme - fully claimed – actual funds of £1,103.71 remain in the W.C.C. system and should be paid over to the Parish Council by mid -April.
3. Precept of £65k has been received (50% April and 50% October).
4. Admin is inside budget - £4870 against £5480 – insurance premium was down by £487, room rent down by £370. Training up by £378.
5. Contingency – inside budget of £10k to cover historic wall repairs & £5,500 of ‘other’: Actual £11,022 so down by £4,478.
6. Footway Lighting – inside budget of £7,200 so saving of £4,817. Low claim by W.C.C. due to changed billing terms for 2014/15 only.
7. Open spaces – inside budget of £12,659 so saving of £2,654. Grasscutting costs down £1.137, grit bins refills down £570, Badgers Copse down £600.

The result is a surplus of £10,999 against budgeted surplus of £403 for ordinary expenditure. There have been as indicated above a number of once only gains this year.

Other Income & Expenditure: -- (Income from Parish Investments)

8. Income ahead of budget by £889 at £17,444 largely due to Ward Members Funds of £962, (‘Contributions to Parish Expenditure’), we may get a further £577 of these funds from District Cllr. Janice Boswell.
9. Grants to parish bodies is £5,100 against budget of £5,000 (£4,600 agreed this year and £500 paid out from prior year).
10. Minor grants: £600 was approved from a budget of £1,000.
11. Parish Projects: one project finished (Fairfield Rec Ground kitchens) £463 inside budget.

The result is a surplus of £4,521 against budgeted surplus of £2,870.

The PC will have to account for the payments anticipated shortly for the Fairfield Recreation Ground WW1 plaque and the drainage at Bel. Rec. Centre when these invoices arrive. The surplus will reduce as these will be paid from the Ward Members funds.

127/15 Parish Room Belbroughton

The Committee noted that the tenant was now up to date with the monthly rental payments but was yet to pay in funds in respect of the insurance premium and rent deposit. A Councillor would visit the tenant to re-assess the position with her since she had advised previously that these payments would be received by the end of February.

Action: Cllr. Dalziel to visit the premises.

128/15 Villages Tidy Up

The Committee noted that Ringway PLC contractors to the County Council had offered to spend a day in Belbroughton making improvements to infrastructure. This day would be free of cost and part of their commitment to Worcestershire villages. The Committee recommended that the proposed date of Saturday 6th June should be used and that additional assistance from Bromsgrove District Council via the Community Environmental Awareness Officer be requested to enable a general tidy up to occur across both villages in the Parish. The Committee further recommend that a Working Group be set up at the next Council meeting to progress the project.

129/15 Grants

The Committee noted the present criteria for Grant applications covering Maintenance, Capital and minor Grants. It recommended no change to the criteria for 2015, however in view of the pending elections would extend the deadline for the receipt of applications until the 30th June 2015. The Committee recommended that outstanding 'Parish Projects' were reviewed at the next Council.

130/15 Maintenance items.

Cllr. Dalziel advised that he was in discussion with the Belbroughton gardener James Callaghan regarding improvements to Sylvester's Corner Belbroughton and that the intention was for him to plant wild flower seeds and perennial flowering bulbs.

The meeting closed at 9.25 pm.

Signed.....Chairman