

STEDHAM WITH IPING PARISH COUNCIL
FINANCE & GENERAL PURPOSES BUDGET 17/18 WORK PARTY
Held on Friday 25 November 2016

In attendance: Lucy Petrie, Eddie Lintott, Debra Chalton and John Wheelhouse and the Clerk/RFO

When referring to expenditure all figures are **VAT exclusive**.

EXPENDITURE

A ADMINISTRATION

A01 Clerk's salary:

16/17 £4,815 includes £219 for 20 hours likely over time SCP 23 @ £10.9444.

17/18 £5,277.

Recommendation: Promotion to SCP 27 (recommended by SALC) currently £12.44 per hour + estimate 1% national pay award as from 1 April 2017.

A02 Office expenses – includes petty cash.

Note: SIPC does not pay for use of office, heating, lighting, computer and software, broadband, telephone etc.

16/17 £290 £180 Robert Clow payroll, £30 petty cash, £51 for new toner, paper etc.

17/18 £350 £200 Robert Clow payroll, £30 petty cash.

Recommendation: To re-appoint Robert Clow & Co. accountants to do payroll.

A03 Councillors' expenses

16/17 £122 Wine for APM, gifts etc.

17/18 £100 Wine for APM, gifts etc.

A04 Hire of hall

16/17 £350 Full meeting charge £25, planning £10/£15 depending on time.

17/18 £420 Full meeting charge £30 not yet confirmed.

A05 Insurance

15/16 £464 (new 5 year agreement)

16/17 £466 (+ estimate extra expenditure for index linking bandstand)

17/18 £485 (+ estimate extra expenditure for index linking bandstand)

Recommendation not to insure fixed assets for replacement.

A06 Audit fee

16/17 £100

17/18 £360 estimate - we may have income or expenditure over £25,000.

A07 Miscellaneous charges

Bank charges, Data Protection

16/17 £51 NatWest will have charged an extra £3.25 by moving the dates of payment

17/18 £50

A08 Training

16/17 £115 First Aid training

17/18 £200

A09 Publicity and website

15/16 £1,237 (£188 parish magazine) + £1,099 for website (£790 set up and service charge + £84 virus scanning + £125 for .gov address + £50 for emails)

16/17 £856 £480 website, £50 email, £260 parish magazine, £66 Chairman's annual report.

17/18 £955 £530 + £125 domain name website, allowance for web manager and Chairman's annual report.

A10 Election/Professional fees

16/17 £200 For Peter Earl 17/18 £500

A11 Section 137

Subject to certain formalities up to £7.42 (2016/17) per elector can be raised for any purpose (not covered by usual expenditure) which the council believes will be of benefit to the Parish.

B CONTRIBUTIONS, SUBSCRIPTIONS & GRANTS

B01 Grass cutting Stedham churchyard

16/17 £1,100

17/18 £1,155 (+5%) quote from Kevin Wallis

B02 Memorial Hall (repayment of PWLB loan £4,500 outstanding)

16/17 £1,532

17/18 £1,474

B03 Stedham Sports Association grant for upkeep of the sports ground

16/17 £300

17/18 £300

B04 Subs and grants includes SALC, Local Councils Review, CPRE and Midhurst Bus.

16/17 £368: SALC £240 (electorate 675) CPRE £30, LCR £20 and MCB £50, SMTH £30 for donation to RBL.

17/18 £388 estimate.

C OPEN SPACES

Grass Cutting – Kevin Wallis is putting up his charges by 5% overall.

(Split: RG 52% CV 20% ICY 28%)

C01 RG Grass cutting 16/17 £1,531 17/18 £1,608

C02 RG Weedkilling/tree surgery/ new post, parking notice etc

16/17 £110 £100 Parking sign and £10 replacing tiles on bandstand.

17/18 £0

C03 Play equipment inspection

For a maintenance inspection which includes tightening bolts, greasing moving parts and replacing bungs etc.

16/17 £165 (+10%) – extra because of new equipment

17/18 £165 Playsafe quote

C04 Play equipment maintenance

16/17 £145 New seat on toddler swing

17/18 £300

C05 Rent New five year lease September 2016 to 2021

16/17 £325 17/18 £325

C06 CV grass cutting

16/17 £589 17/18 £618

C07 CV Replacement equipment, new sign etc.

16/17 £0 17/18 £0

C08 CV Fencing 16/17 £85 New gate post 17/18 £0

C09 Parish land clearance/strimming/, seeding, weedkilling, Watershed etc.

16/17 £100 Kevin Wallis to weedkill Stedham and Iping bridges and Albretia Cottages ditch.

17/18 £160 K Wallis new contract for weedkilling as above.

C10 Allotments water and maintenance – accounts attached

16/17 £392 Includes new mower, fencing and water

17/18 £140 Water

C11 Iping closed churchyard grass cutting

16/17 £824 17/18 £866

C12 Dog bin/ litter bins and emptying

16/17 £474 New bins £264, installing £50, emptying bins £160

17/18 £210 estimate for emptying 3 bins.

C13 General repairs, seats, signs, bus shelters, telephone box

16/17 £500 £300 including 2 x painting and new shelves in telephone boxes. £200 for removing Stedham bus shelter

17/18 £350

Recommendations: To accept Kevin Wallis' quotations. To accept Playsafe's quotation

D CAPITAL PROJECTS

16/17 £15,000 RG parking project.

RG project: If the Hall receives WSCC £4,000 grant, SIPC will pay £6,000 for the project. If not SIPC will pay £10,000 in which instance the project will be held over until April 2017.

17/18 £450 estimate for binding SIPC minutes from 1975 to 2015 to make 9 books (deferred from last year.

Defibrillator?

E CONTINGENCIES

16/17 £4,000 (in case there is no Hall grant) 17/18 £3,000

F STEDHAM SPORTS ASSOCIATION PAVILION 14/15 Jubilee Clock

G WATERSHED Note: Watershed expenses do not go ahead unless match-funded.

16/17 £10,417 (It may be more owing to contract changes)

17/18 £5,000

RECEIPTS

H NATWEST INTEREST

16/17 Estimate £8 17/18 Estimate £8

J ALLOTMENT RENTS (30 September to 29 September)

16/17 £300 17/18 £300

K PRECEPT

16/17 £16,900 (Band D = £40.98 = + 2.4%) + CDC grant £626 = £17,526 = + 0.8%

17/18 £19,500 (Band D £46.79 = + 12.2%) Although it is a 15% precept rise, if last year's grant is included with last year's precept, the difference is 10.9%)

L CDC Local Council Tax support scheme (+ 2nd home revenues minus council tax support)

15/16 £741 16/17 £626 17/18 £0

M GRANTS/MISCELLANEOUS including Stedham & Iping book salesB04

16/17 £9,806 £800 JG, £5,000 due for RG parking project on completion, £4,000 from Hall
17/18 £0

N WATERSHED

16/17 £10,417 18/19 £5,000

VAT

16/17 £1,294 carried forward, but this will be offset by outstanding unreclaimed VAT at 31/3/2017

RESERVES: Reserves includes money for elections, emergencies and building up funds for projects.

If RG project goes ahead (with Hall grant) £5,500. If no Hall grant, RG project will be deferred to 17/18 and the reserves should be around £11,500.

(Estimate amount still to pay £15,500 by 31 March 2016 or £30,500 if RG project completed).

Recommendation: To accept Budget and precept for £19,500.

L Petrie, Chairman F & GP Committee

J Crawford, Clerk and RFO

25/11/2016