

ETWALL PARISH COUNCIL

**Minutes of the Frank Wickham Hall Charity Committee held on
Monday 23rd November 2020**

Present: **Committee Members**

Cllr D Neal
Cllr N Ireland
Cllr A Muller
Cllr B Payton

- 693 **Apologies for Absence** – Cllrs Kirke, Whitehouse, and Mann.
- 694 **Declaration of Interests** – All members of Etwall Parish Council attending this meeting, being automatically Trustees of the Frank Wickham Hall Charity, declared their interest.
- 695 **Minutes of the meeting held on 22nd November 2020** – Approved at Full Council meeting.
- 696 **Public Speaking** – no members of the public present.
- 697 **Phase 2 update** – on schedule to finish next weekend, apart from a couple of small things. Snagging list will be completed at the end.
- 698 **Kitchen Oven repair / replace** – the oven door needs repairing/replacing, however the parts we need are no longer available so IT WAS DECIDED we would replace.
- 699 **Budget 2021/2022** – the budget was discussed, and IT WAS DECIDED to submit the attached to the Finance Committee.
- 700 **Any other business** – none.
- 701 **Date of Next Meeting** – To be advised.

Signed: Date:

ETWALL PARISH COUNCIL - PREPARATION OF FWH BUDGET for 2021-22

17/11/2020

This sheet is a Draft estimate of the situation at end of 2020-21

and a Draft estimate of the Budgets and PC funding required

for 2021-22 for FWH

Future 20/21 expenditure and receipts based on Covid-19 reviews

The actual spend figures have been taken from the monthly R & P statements presented to monthly P.C. meetings.

NOTE: These budget figures are for the general operation of the FWH.
Funding and Payments relating to the Improvement project currently underway should be considered separately.

| Payments | Actual up to 05/10/20 (29 weeks) | Estimated remaining budget at end of year | Estimate of payments for rest of year (23 weeks) | Budget for 2020-21 revised | Estimated Budget for 2021-22 | original Budget 20/21 |
|---------------------------------------|----------------------------------|---|--|----------------------------|------------------------------|--|
| Administration | | | | | | |
| Audit fees | 56.25 | 14 | | 70 | 70 | 70 |
| Reimburse PC for Booking Clerk | | 0 | 7,692 | 7,692 | 9,000 | 9000 |
| Bank charges | 30.00 | 0 | 30 | 60 | 100 | 80 |
| Insurance | 696.96 | 303 | | 1,000 | 800 | 1000 |
| Publications/training | | 100 | | 100 | 100 | 100 |
| Stationery/admin/expenses | | 100 | | 100 | 40 | 100 |
| Total Administration | 783.21 | 517 | 7,722 | 9,022 | 10,110 | 10350 |
| Revenue Items | | | | | | |
| Sanitizer | 183.34 | -183 | 0 | | 300 | 0 |
| Cleaning materials & general supplies | 511.14 | -61 | 300 | 750 | 750 | 750 |
| Utilities | | | | 5,000 | | 5000 |
| Gas | 2,223.28 | -2,923 | 700 | | 2,200 | £183/m |
| Electricity | 851.00 | -1,211 | 360 | | 1,850 | £154/m |
| Water (Pennon) | 881.40 | -1,051 | 170 | | 400 | £32/m (bowls?) |
| Water (Waterplus) | 402.72 | -803 | 400 | | 650 | £52/m |
| Misc equipment | 27.98 | 32 | | 60 | 125 | 125 |
| PRS & PPL Licences | 417.10 | -7 | | 410 | 420 | 475 |
| Council tax | 302.08 | 48 | | 350 | 320 | 320 |
| Repairs & maintenance | 703.81 | -4 | 100 | 800 | 2,000 | 2,000 |
| Safety checks | 50.00 | 150 | 500 | 700 | 700 | 700 |
| Waste collection | 25.00 | 0 | 175 | 200 | 250 | 225 |
| Total Revenue | 6,578.85 | -6014 | 2705 | 8270 | 9965 | 9,625 |
| Designated Reserve Funds | | | | | | |
| Major maintenance | 0.00 | 9,000 | 0 | 9,000 | 9,000 | 13000 |
| Kitchen white goods replacement | 269.99 | 830 | 400 | 1,500 | 1,500 | oven broken 1500 |
| P. Address system / WIFI | 0.00 | 3,500 | 0 | 3,500 | 3,500 | 3500 |
| Total Reserves | 269.99 | 13,330 | 400 | 14,000 | 14,000 | 18000 |
| TOTAL | 7,632.05 | 7,833 | 10,827 | 31,292 | 34,075 | flat roof £5000 major maintenance £8000 |
| | (F) | | (G) | | (N) | |

ESTIMATE OF RECEIPTS

| Receipts | Actual up to 05/10/20 (29 weeks) | Estimated Total Receipts at end of year | Estimate of receipts for rest of year | Budget 2020-21 | Budget 2021-22 |
|-------------------------------|----------------------------------|---|---------------------------------------|----------------|----------------|
| Sect 133 Parish Council Grant | | 6,000 | 6,000 | 10,000 | |
| Bank Interest | | 75 | 75 | 75 | 15 |
| Sale of assets | | 0 | 0 | 0 | 0 |
| HALL HIRE | | | | 21,000 | |
| Preschool | 3,496.33 | 6,441 | 2,945 | | 8,300 |
| PC use of Hall | | 0 | | | 450 |
| Clubs | 184.00 | 934 | 750 | | 5,000 |
| Others | 275.00 | 275 | | | 600 |
| Commercial | 685.00 | 685 | | | |
| Bowls Club | 0.00 | | | | 670 |
| Land rent - library | 250.00 | 500 | 250 | 500 | 500 |
| COVID-19 Grant | 10,000.00 | 10,000 | | | |
| Council Tax Rebate | 302.08 | 302 | | | |
| Total | 15,192.41 | 25,212 | 10,020 | 31,575 | 15,535 |

interest rate lower

assume no lockout
assume june return
4@£25per week x 50 weeks
10 parties @ £60

assume full season

(B)

(J)

FUNDS in Bank at 01/04/20

| | |
|----------------------|-----------|
| CAF Cash Account | 21,221.00 |
| Virgin Money Account | 10,077.40 |

Total in Bank 31,298.40 (A)

Estimate of accounts at end of 2020/21

| | | |
|--|-----------------|---------------|
| Bank balance at 01/04/20 | (A) | 31,298 |
| Estimated total receipts for 20/21 | (B) | 25,212 |
| | (A + B) (C) | <u>56,511</u> |
| Minimum General Reserves Required | (D) | 14,000 |
| Total available funding for 20/21 | (C - D) (E) | <u>42,511</u> |
| Payments already made in 20/21 | (F) | 7,632 |
| Estimated Payments still to be made in 20/21 | (G) | 10,827 |
| Total Expected Payments | (F + G) (H) | <u>18,459</u> |
| Estimated Funds Remaining at 31st March 2021 | (I) | <u>24,052</u> |
| This includes Designated Reserves of | | 13,330 |

Calculation of required funding for 2021/22

| | | |
|--|-----------------|---------------|
| Estimated Bank Balance at 01/04/210 | (I) | 24,052 |
| Estimated total receipts for 20/21 | (J) | 15,535 |
| | (I + J) (K) | <u>39,587</u> |
| Minimum General Reserves Required | (L) | 14,000 |
| Total available funding for 20/21 | (K - L) (M) | <u>25,587</u> |
| Estimated Payments to be made in 21/22 | (N) | 34,075 |
| Expected Surplus / (Deficit) at 31st March 2022 | | <u>-8,488</u> |

Assistance required from Parish Council

8,488