

ETWALL PARISH COUNCIL

**Minutes of the Finance Committee held on
Monday 14th December 2020**

Present:	Committee Members	Non-Committee Members
	Cllr N Ireland	Cllr D Neal
	Cllr D Smith	
	Cllr A Muller	
	Cllr A Kirke	
	Cllr B Payton	

413 **Apologies for Absence** – all present.

414 **Declaration of Interests** – All members of Etwall Parish Council attending this meeting, being automatically Trustees of the Frank Wickham Hall Charity, declared their interest.

415 **Minutes of the meeting held on 16th March 2020** – Approved at Full Council meeting.

416 **Public Speaking** – no members of the public present.

417 **Budgets 2021/2022 and setting of Precept** – a draft budget document was discussed, IT WAS DECIDED to recommend the budget, as attached, to Full Council for approval.

418 **Any other business** – none.

419 **Date of Next Meeting** – To be advised.

Signed: Date:

ETWALL PARISH COUNCIL
RECOMMENDATION OF PRECEPT FOR 2021-22 BY FINANCE COMMITTEE

ESTIMATE OF PAYMENTS

Payment Category	Actual for approx 7 months	Estimated Remaining budget at end of year	Estimate of payments for remaining 5 months	Actual budget 2020/21	Budget Est 2021/22
Administration					
Audit fees	181.65	18	400	600	600
Data Protection Registration	0.00	0	0	0	0
Chairman's allowance	250.00	0	0	250	250
Elections (next in May 2023)	0.00	0	0	0	0
Insurance	1,428.35	272	0	1,700	1,700
Misc	240.00	-140	0	100	300
Office equipment (incl Phone)	113.46	7	230	350	400
Hall Hire	0.00	300	100	400	400
Stationery/pubs/postage	74.11	-24	50	100	130
Subscriptions	882.91	17	0	900	950
Website	421.32	179	200	800	1,000
Training	280.00	420	500	1,200	1,500
Total	3,871.80	1,048	1,480	6,400	7,230
Agency Services					
Church clock (Winding & Maint)	78.00	-53	0	25	100
Dog/litter bin emptying	1,435.20	90	600	2,125	2,400
Footpath maintenance	0.00	115	200	315	315
Total	1,513.20	152	800	2,465	2,815
Provision for reward payments	0.00	100	0	100	100
Provision for doubtful debt	0.00	0	0	0	0
Loan interest & repayments	0.00	0	2,510	2,510	5,020
Advertising & publicity	0.00	100	0	100	100
PC Reserves					
CCTV Annual maintenance	300.00	-50	0	250	300
CCTV Additions / Replacement	0.00	400	0	400	400
Total	300.00	350	0	650	700
PC Capital Projects					
FWH Improvements	0.00	0	0	0	0
TOTAL	0.00	0	0	0	0
Tenancies (Council at tenant)					
Chestnut Grove	15.00	-8	8	15	15
Allotments	0.00	0	175	175	175
Groundsmen's Facilities	0.00	100	200	300	300
Total	15.00	93	383	490	490

Payment Category	Actual for approx 7 months	Estimated Remaining budget at end of year	Estimate of payments for remaining 5 months	Actual budget 2020/21	Budget Est 2021/22
Interest/Charges					
Bank charges	101.70	78	0	180	180
Wages/PAYE/NI/Pension/Expenses					
Employee expenses	241.03	59	300	600	650
Clerk's Salary	6,748.31	252	4,500	11,500	12,000
Expenses - Councillors	0.00	50	50	100	100
Wages / TAX / NI	24,079.53	-3,080	23,000	44,000	44,000
Pension Contributions	1,500.77	-401	1,500	2,600	3,000
Pension & Employment Law	0.00	0	0	0	0
Total	32,569.64	-3,120	29,350	58,800	59,750
Section 137					
Donations	133.00	1,367	1,500	3,000	4,000
Total	133.00	1,367	1,500	3,000	4,000
Planning Environment & Highways					
Equip & protective clothing	34.98	115	100	250	250
Mower & Equip repairs/spares	184.92	415	400	1,000	1,000
Petrol/oil	295.52	54	150	500	500
Groundsmen's Facilities	360.00	-310	50	100	250
Materials (inc grit) for maintenance of Village facilities	112.52	387	1,000	1,500	1,600
Village map / notice boards / sign & bench maintenance.	0.00	-100	400	300	600
Village tree lights (Switch On + Running costs + additional lights)	0.00	750	300	1,050	1,500
Village Defibrillator spares + maintenance	0.00	50	100	150	200
Waste disposal (included with Agency)					
PEH Sub total 1	987.94	1,362	2,500	4,850	5,900
PEH Capital Items	0.00	0	0	0	0
PEH Sub total 2	0.00	0	0	0	0
PEH Reserve Funds					
Mower/plant replacement	0.00	0	600	600	1,000
Street furniture	676.00	-351	675	1,000	1,000
Village Map - renewal	0.00	0	0	0	1,000
PEH Sub total 3	676.00	-351	1,275	1,600	3,000
PEH TOTAL	1,663.94	1,011	3,775	6,450	8,900

Payment Category	Actual for approx 7 months	Estimated Remaining budget at end of year	Estimate of payments for remaining 5 months	Actual budget 2020/21	Budget Est 2021/22
Youth Recreation & Allotments					
Allotment maintenance	31.59	218	250	500	500
Allotment gratuities	0.00	0	70	70	70
Allotment water	215.99	-81	215	350	450
B/green maintenance	408.96	91	800	1,300	1,900
B/green water	215.78	-231	215	200	400
B/green facilities	0.00	0	0	0	0
Bulb planting/hanging baskets / Solar Xmas Trees	0.00	800	200	1,000	1,000
Play equipment repairs	0.00	0	100	100	200
KGV repairs & maint	10,104.52	-8,305	200	2,000	3,000
Tree work	80.00	720	1,200	2,000	2,000
Sandypits - building maint	0.00	200	300	500	500
Sandypits - Elec	0.00	0	0	0	0
Sandypits - grounds maint	0.00	200	300	500	500
Mobile play equip hire	0.00	1,500	0	1,500	1,500
YRA - Sub total 1	11,056.84	-4,887	3,850	10,020	12,020
Capital items					
YRA - Sub total 2	0.00	0	0	0	0
YRA - Reserve Funds					
YRA Improvement fund	0.00	3,000	2,000	5,000	6,000
YRA - Sub total 3	0.00	3,000	2,000	5,000	6,000
YRA TOTAL	11,056.84	-1,887	5,850	15,020	18,020
Funding for FWH (SECT 133)	0.00	5,000	5,000	10,000	4,488
Refundable Payments for FWH	2,401.62	-2,402		0	0
GRAND TOTAL	53,626.74	1,890.76	50,647.50	106,165.00	111,793.00

Receipts Category	Actual for approx 7 months	Estimated Total Receipts at end of year	Estimate of payments for remaining 5 months	Budgeted Receipts for 2020/21	Budgeted Receipts for 2021/22
Precept	47,286.00	47,286	0	47,286	
Council Tax Support Grant	2,751.00	2,751	0		2,700
Admin					
Training	0.00	0	0	0	0
VAT Reimbursement	2,416.93	2,417	0	0	0
Agency Services					
Footpath Maintenance	230.00	230	0	0	315
Loans for capital spending	0.00	0	0	0	0
Interest on bank accounts	0.00	0	0	0	0
Sale of assets	0.00	0	0	0	0
Tenancies (Council as landlord)					
Land rent - Sandypits	0.00	960	960	960	960
Wages/PAYE/NI					
Use of Booking Clerk by FWH	0.00	8,285	8,285	9,000	8,000
Planning Environment & Highways					
St Helen's Mowing from Church	500.00	500	0	200	500
St Helen's Mowing Grant from SDDC	361.00	361	0	360	360
Xmas tree lights	0.00	0	0	0	0
Reimbursement for Bench	605.00	605	0	0	0
Youth Recreation & Allotments					
Allotment rent	710.00	710	0	800	700
Misc	8.32	8	0	0	0
Bowling green maint donation	177.90	178		650	650
Sandypits rent	0.00	50	50	200	200
Refund of Payments made for Preschool	50.00				
Sect 106 - KGF Improvements	0.00	0	0	0	0
Refund of Payments made for FWH	1,529.02				
TOTAL	56,625.17	64,341	9,295	59,456	14,385 (K)
Section 136	0.00	22,500	22,500	22,500	22,172 (L)
GRAND TOTAL	56,625.17	86,841	31,795	81,956	36,557

(B)

(C)

SUMMARY OF PAYMENTS

Payments	Actual for approx 7 months	Estimated Remaining budget at end of year	Estimate of payments for remaining 5 months	Actual budget 2020/21	Budget Est 2021/22
General					
Ad - Administration	3,871.80	1,048	1,480	6,400	7,230
Ag - AGENCY SERVICES	1,513.20	152	800	2,465	2,815
Provision for Reward payments	0.00	100	0	100	100
Provision of Doubtful Debt	0.00	0	0	0	0
Loan Interest and Repayments	0.00	0	2,510	2,510	5,020
Advertising and Publicity	0.00	100	0	100	100
Tenancies (Council as Tenant)	15.00	93	383	490	490
Bank Charges on Invest. & A/C's	101.70	78	0	180	180
W - Wages / PAYE / NI / Pension / Expenses	32,569.64	-3,120	29,350	58,800	59,750
S137 - Donations	133.00	1,367	1,500	3,000	4,000
PEH - Sub total 1	987.94	1,362	2,500	4,850	5,900
YRA - Sub total 1	11,056.84	-4,887	3,850	10,020	12,020
Capital Items					
PEH - Sub total 2	0.00	0	0	0	0
YRA - Sub total 2	0.00	0	0	0	0
PC Capital Projects	0.00	0.00	0.00	0.00	0.00
Reserve Funds					
PEH - Sub total 3	676.00	-351	1,275	1,600	3,000
YRA - Sub total 3	0.00	3,000	2,000	5,000	6,000
PC Reserve Funds	300.00	350	0	650	700
PC Funding for FWH	0.00	5,000	5,000	10,000	4,488
Refundable Payments for FWH (This item not included in Budget preparation for 2021-22)	2,401.62	/	/	/	/
TOTAL	53,626.74	4,292	50,648	106,165	111,793

(E)

(F)

(N)

Itemised reserves included in above figure =

2,999

9,700

+ Reimbursement for Bench

605

Bank Account Balances at 1st April 2020

Unity Trust Current Account (General)	£45,845.19
Unity Trust Current Account (Project)	£50,098.84
Petty Cash	£0.00
TOTAL	£95,944.03

NOTE: For the purpose of estimating a Precept requirement, Sect 106 Receipts and Payments for projects are not included in the calculations. If the PC intends to add to the Sect 106 funds to cover shortfalls that would be included in any Precept Calculation.

Total Funds held by PC towards designated projects:	£50,098.84
Allotment Bonds currently held & not available for General Spend	£450.00
Remains of Parish Plan funds	£57.41
Remaining available Bank Funds for PC for 2020-21	£45,337.78 (A)

NOTE:- This sum includes remaining Itemised Reserves of £ 3,604 + Minimum PC General Reserves of £11,400

CALCULATION FOR YEAR 2021/22	COMPARISON WITH YEAR 2020/21
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Estimate of Accounts at end of 2020/21

Amount Available for 2020/21 including Reserves	(A)	45,338	
Receipts up to 1/10/20	(B)	56,625	
Estimated remaining Receipts for 20/21	(C)	31,795	
Total Estimated Receipts for 20/21	(A + B + C)	133,758	
Payments up to 1/10/20	(E)	53,627	
Estimated remaining Payments for 19/20	(F)	50,648	
Total Estimated Payments for 20/21	(E + F)	104,274	
Net Result: (Estimated End of Year Balance for 20/21)	(D - G)	29,484	32,394

Calculation of Required Funding for 2021/22

Minimum P.C. General Reserves Required for 21/22	(I)	<u>11,000</u>	19.4%	<u>11,400</u>
			of Precept	
Amount available towards 21/22 budget	(H - I)	(J)	18,484	20,994
Estimated P.C. General Receipts for 21/22	(K)	14,385		15,385
Estimated Section 136 Receipts for 21/22	(L)	<u>22,172</u>		<u>22,500</u>
TOTAL (J + K + L)	(M)	<u>55,041</u>		<u>58,879</u>
Estimated Required Payments for 20/21	(N)	<u>111,793</u>		<u>106,165</u>
FUNDING REQUIRED	(N - M)	<u>£56,752</u>		<u>£47,286</u>

FOR INFORMATION

NOTE:- Auditor suggests 25% to max of 100% of Precept as a typical (i.e. not incl earmarked expenditure) General Reserve figure

In Etwall, in 2020/21, for a ' Band D ' property a Precept of **£47,286** equated to a Parish charge of **£41.81**

For the above ' Funding Required ' this approximates to a ' Band D ' charge, next year of	£50.18
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PRECEPT RECOMMENDED TO COUNCIL

£56,752

Estimated to be an increase of £8.37 per year on a Band D property
£0.70 per month
£0.16 per week

The Precept for the financial year 2021/2 includes **£5,020** loan repayment, estimated to be equivalent to **£4.44** on a 'Band D' property

This equates to **£2.22** of the Precept increase for 2021/22 being associated with the loan repayment

The Loan will be repaid during the 2026-27 financial year.