

ETWALL PARISH COUNCIL

**Minutes of Frank Wickham Hall (FWH) Committee
held on Monday 7th November 2022**

Present:

Committee Members:

Cllr. D. Neal (Chair), Cllr. A. Muller, Cllr. N. Ireland, Cllr. A. Kirke, Cllr. C. Rowley and Cllr. B. Payton

FWH071122/1 To Receive Apologies for Absence

None received.

FWH71122/2 Declaration of Interests

All members of Etwall Parish Council attending this meeting, being automatically Trustees of the Frank Wickham Hall Charity and King George V Playing Field Charities declared an interest.

FWH071122/3 Public Speaking

No members of the public present.

FWH071122/4 To agree the Minutes of the FWH Committee Meeting held on 18th July 2022 as a true record

RESOLVED that the Minutes of the FWH Meeting held on 18th July 2022 were agreed as a true record.

FWH071122/5 Budget 2023/2024

RESOLVED to submit the attached Budget 2023/2024 to the Finance Committee.

FWH071122/6 Meeting closed

Signed

Date

ETWALL PARISH COUNCIL - FWH BUDGET for 2023-24

To FWH Committee

ESTIMATE OF PAYMENTS

NOTE: These budget figures are for the general operation of the FWH.

Funding and Payments relating to any Sect 106 monies and/or Grants currently underway, or planned should be considered separately.

| CAT | Payment Category | Actual for approx 6 months (i.e. to 3/10/22) | Estimated Remaining budget at end of year | Estimate of payments for remaining 6 months | Actual budget 2022/23 | Budget Est 2023/24 |
|---------------------------------|---|--|---|---|-----------------------|--------------------|
| Administration | | | | | | |
| 101 | Audit fees | 0.00 | 0 | 70 | 70 | 80 |
| 102 | Reimburse PC for Booking Clerk | 0.00 | 0 | 9,000 | 9,000 | 9,600 |
| 103 | Bank charges | 42.00 | 0 | 78 | 120 | 120 |
| 104 | Insurance | 730.77 | 269 | 0 | 1,000 | 1,000 |
| 105 | Publications/training | 0.00 | 0 | 100 | 100 | 100 |
| 106 | Refund of Hire Deposits etc. | 504.00 | -4 | 0 | 500 | 500 |
| 107 | Stationery/admin/expenses | 0.00 | 0 | 100 | 100 | 100 |
| 108 | Council tax | 195.00 | 205 | 0 | 400 | 400 |
| 109 | PRS & PPL Licences | 0.00 | 0 | 420 | 420 | 450 |
| | Total Administration | 1,471.77 | 470 | 9,768 | 11,710 | 12,350 |
| Revenue Items | | | | | | |
| 201 | Cleaning materials / general supplies | 633.28 | -283 | 550 | 900 | 1,000 |
| | Utilities | | | | | |
| 202 | Gas | 2,834.33 | -1,544 | 2,010 | 3,300 | 4,650 |
| 203 | Electricity | 216.00 | 1,674 | 378 | 2,700 | 5,800 |
| 204 | Water | 513.00 | 24 | 513 | 1,050 | 1,125 |
| 205 | BT - BROADBAND | 194.04 | 132 | 194 | 520 | 700 |
| 206 | Misc equipment | 89.90 | 90 | 1,370 | 1,550 | 1,150 |
| 207 | Repairs & maintenance (incl Waste collection & Safety Checks) | 1,474.65 | 658 | 1,467 | 3,600 | 4,700 |
| | Total Revenue | 5,955.20 | 751 | 6482 | 13620 | 19125 |
| Designated Reserve Funds | | | | | | |
| 301 | Major maintenance (to be increased annually) | 0 | 5,000 | 0 | 5,000 | 7,500 |
| 302 | Kitchen etc. white goods replacement | 0 | 1,200 | 0 | 1,200 | 1,200 |
| 303 | P. Address system | 0 | 1,700 | 0 | 1,700 | 2,000 |
| 304 | Central heating (boilers / hall heaters) (to be increased annually) | 0 | 7,700 | 0 | 7,700 | 8,000 |
| 305 | Phase 3 Improvements | 0 | 3,000 | | 3,000 | 6,000 |
| | Total Reserves | 0 | 18,600 | 0 | 18,600 | 24,700 |
| (H) | | | | | | |
| TOTAL | | 7,426.97 | | 16,250 | | 56,175 |
| | | | | (F) | | (M) |

ESTIMATE OF RECEIPTS

| Receipts Category | | Actual for approx 6 months (i.e. to 3/10/22) | Estimated Total Receipts at end of year | Estimate of receipts for remaining 6 months | Budgeted Receipts for 2022/23 | Budgeted Receipts for 2023/24 |
|-------------------|---|--|---|---|-------------------------------|-------------------------------|
| R-01 | Sect 133 Parish Council Grant | 0.00 | 1,530 | 1,530 | 6,140 | |
| R-02 | Bank Interest | 14.63 | 50 | 35 | 15 | 35 |
| R-03 | Sale of assets | 0.00 | 0 | 0 | 0 | 0 |
| | HALL HIRE | | | | | |
| R-04 | Preschool | 5,391.50 | 10,500 | 5,108 | 10,500 | 12,130 |
| R-05 | PC use of Hall | 0.00 | 400 | 400 | 400 | 460 |
| R-06 | Clubs (group 1&2) | 3,862.75 | 7,001 | 3,138 | 7,000 | 8,100 |
| R-07 | Others (group 3) | 961.25 | 6,100 | 5,139 | 6,100 | 7,050 |
| R-08 | Commercial (group 4) | 1,042.25 | 1,042 | 0 | 300 | 350 |
| R-09 | Bowls Club | 715.00 | 715 | 0 | 670 | 825 |
| R-10 | Refundable Deposits | | 0 | 0 | 500 | 500 |
| | VOIDS - Allowance for sudden loss of regular hall user. (say 10% of Clubs, others & commercial) | | | | -1,350 | 0 |
| R-11 | Land rent - library | 250.00 | 500 | 250 | 500 | 500 |
| | | | | | | |
| | | | | | | |
| | Total | 12,237.38 | 27,837 | 15,600 | 30,775 | 29,950 |

(B)

(I)

FUNDS in Bank at 3/10/22

| | | |
|---------------------------------|-------------------------|--------------------------------|
| CAF Cash Account | 37,194.39 | as bank statement see attached |
| Virgin Money Account | 10,140.41 | as passbook |
| Total in Bank at 3/10/22 | <u>47,334.80</u> | (A) |

Estimate of accounts at 31/March/2023

| | | | |
|--|-----------|---------|------------------|
| Bank balance at 03/10/22 | | (A) | 47,335 |
| Estimated receipts for remaining 6 months of 22/23 | | (B) | <u>15,600</u> |
| | (A + B) | (C) | <u>62,935</u> |
| Minimum General Reserves Required | | (D) | 14,000 |
| Total available funding for remainder of 22/23 | (C - D) | (E) | <u>48,935</u> |
| Estimated Payments still to be made in 22/23 | | (F) | 16,250 |
| Estimated Funds Remaining at 31st March 2023 | (E - F) | (G) | <u>32,685</u> |
| This includes Designated Reserves of £18,600 | plus | £14,000 | General Reserves |

Calculation of required funding for 2023/24

| | | | |
|--|-----------|-------|---------------|
| Estimated Bank Balance at 01/04/23 | | (G) | 32,685 |
| Estimated total receipts for 23/24 | | (I) | <u>29,950</u> |
| | (G - I) | (J) | <u>62,635</u> |
| Minimum General Reserves Required | | (K) | 14,000 |
| Total available funding for 23/24 | (J + K) | (L) | <u>48,635</u> |
| Estimated Payments to be made in 23/24 | | (M) | 56,175 |

Expected Surplus / (Deficit) at 31st March 2024

-£7,540