

ETWALL PARISH COUNCIL

**Minutes of the Finance Committee held on  
Monday 24th January 2022**

Present:

**Committee Members:**

Cllr N Ireland (Chair), Cllr A Muller, Cllr A Kirke, Cllr B Payton

**Non-Committee Members:**

Cllr D Neal, Cllr J McCallum, Cllr C Rowley, Cllr U Towne and Cllr A Whitehouse.

Cllr R Fearn arrived towards the end of the meeting.

420 **Apologies for Absence** – Cllr V Hobson.

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

422 **Minutes of last meeting held on 14th December 2020 – Already approved**

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

424 **Budget and Precept for 2022/2023** *To consider the 2022/2023 budget to be recommended to Council, to enable the setting of the 2022/2023 precept*

A draft budget document was discussed and ran through.

**RESOLVED**

**a) that the draft budget (attached), be recommended to Council for approval.**

**b) That an increase in £1,545 in the precept be recommended to Council, and Council are recommended to approve the setting of the 2022/23 precept as £ 58,298 (number of properties 1190).**

Signed: .....

Date: .....

# ETWALL PARISH COUNCIL - FINANCE Ctt BUDGET RECOMMENDATION for 2022 - 23

Agreed by FINANCE Ctt on JAN 24th 2022

## ESTIMATE OF PAYMENTS

| Payment Category                                     | Actual for approx 7 months (up to & incl 1-11 21) | Estimated Remaining budget at end of year | Estimate of payments for remaining 5 months | Actual budget 2021/22 | Budget Est 2022/23 |
|--|---|---|---|-----------------------|--------------------|
| <b>Administration</b>                                |   |   |   |                       |                    |
| Audit fees   | 640.20  | -40                                       | 0   | 600                   | 650                |
| Data Protection Registration                         | 0.00  | -35                                       | 35  | 0                     | 40                 |
| Chairman's allowance                                 | 250.00  | 0   | 0   | 250                   | 250                |
| Elections (next in May 2023)                         | 0.00  | 0   | 0   | 0                     | 500                |
| Insurance  | 1,427.86  | 272                                       | 0   | 1,700                 | 1,700              |
| Misc   | 0.00  | 300                                       | 0   | 300                   | 300                |
| Office equipment (incl Phone)                        | 77.94   | 222                                       | 100   | 400                   | 600                |
| Hall Hire  | 0.00  | 130                                       | 270   | 400                   | 400                |
| Stationery/pubs/postage                              | 30.30   | 0   | 100   | 130                   | 150                |
| Subscriptions  | 923.10  | -33                                       | 60  | 950                   | 1,000              |
| Website  | 356.16  | 122                                       | 522   | 1,000                 | 250                |
| Training   | 0.00  | 1,350                                     | 150   | 1,500                 | 1,500              |
| <b>Total</b>   | <b>3,705.56</b>                                   | <b>2,287</b>                              | <b>1,237</b>                                | <b>7,230</b>          | <b>7,340</b>       |
|  |   |   |   |                       |                    |
| <b>Agency Services</b>                               |   |   |   |                       |                    |
| Church clock (Winding)                               | 603.60  | -504                                      | 0   | 100                   | 80                 |
| Dog/litter bin emptying & WASTE DISPOSAL (from PE&H) | 1,435.20  | 165                                       | 800   | 2,400                 | 2,700              |
| Footpath maintenance                                 | 0.00  | 315                                       | 0   | 315                   | 385                |
| <b>Total</b>   | <b>2,038.80</b>                                   | <b>-24</b>                                | <b>800</b>                                  | <b>2,815</b>          | <b>3,165</b>       |
|  |   |   |   |                       |                    |
| Provision for reward payments                        | 0.00  | 100                                       | 0   | 100                   | 100                |
| Provision for doubtful debt                          | 0.00  | 0   | 0   | 0                     | 0                  |
| Loan interest & repayments                           | 2,462.38  | 48  | 2,510                                       | 5,020                 | 5,020              |
| Advertising & publicity                              | 0.00  | 100                                       | 0   | 100                   | 100                |
|  |   |   |   |                       |                    |

| <b>Payment Category</b>   | <b>Actual for approx 7 months (up to &amp; incl 1-11 21)</b> | <b>Estimated Remaining budget at end of year</b> | <b>Estimate of payments for remaining 5 months</b> | <b>Actual budget 2021/22</b> | <b>Budget Est 2022/23</b> |
|---|--|--|--|------------------------------|---------------------------|
| <b>PC Reserves</b>  |  |  |  |                              |                           |
| CCTV Annual maintenance   | 300.00   | 0  | 0  | 300                          | 300                       |
| CCTV Additions / Replacement  | 0.00   | -980   | 1,380  | 400                          | 700                       |
| Church clock Maintenance (due 2024/25)  |  |  |  |                              | 250                       |
| <b>Total</b>  | <b>300.00</b>  | <b>-980</b>                                      | <b>1,380</b>                                       | <b>700</b>                   | <b>1,250</b>              |
|   |  |  |  |                              |                           |
| <b>PC Capital Projects</b>  |  |  |  |                              |                           |
| FWH Improvements  | 0.00   | 0  | 0  | 0                            | 0                         |
| <b>TOTAL</b>  | <b>0.00</b>  | <b>0</b>   | <b>0</b>   | <b>0</b>                     | <b>0</b>                  |
|   |  |  |  |                              |                           |
| <b>Tenancies (Council at tenant)</b>  |  |  |  |                              |                           |
| Chestnut Grove  | 15.00  | 0  | 0  | 15                           | 15                        |
| Allotments  | 0.00   | 175  | 0  | 175                          | 350                       |
| Groundsmen's Facilities (Rent)  | 0.00   | 0  | 300  | 300                          | 300                       |
| <b>Total</b>  | <b>15.00</b>   | <b>175</b>                                       | <b>300</b>   | <b>490</b>                   | <b>665</b>                |
|   |  |  |  |                              |                           |
| <b>Interest/Charges</b>   |  |  |  |                              |                           |
| Bank charges  | <b>93.45</b>   | <b>27</b>  | <b>60</b>  | <b>180</b>                   | <b>220</b>                |
|   |  |  |  |                              |                           |
| <b>Wages/PAYE/NI/Pension/Expenses</b>   |  |  |  |                              |                           |
| Employee expenses   | 196.80   | 153  | 300  | 650                          | 650                       |
| Clerk's Salary  | 5,065.80   | 2,434  | 4,500  | 12,000                       | 10,000                    |
| Expenses - Councillors  | 0.00   | 0  | 100  | 100                          | 100                       |
| Wages / TAX / NI  | 21,665.34  | 7,335  | 15,000   | 44,000                       | 44,000                    |
| Pension Contributions   | 846.96   | 1,403  | 750  | 3,000                        | 3,000                     |
| Pension & Employment Law  | 0.00   | 0  | 0  | 0                            | 0                         |
| <b>Total</b>  | <b>27,774.90</b>   | <b>11,325</b>                                    | <b>20,650</b>                                      | <b>59,750</b>                | <b>57,750</b>             |
|   |  |  |  |                              |                           |
| <b>Section 137</b>  |  |  |  |                              |                           |
| Donations   | 2,781.10   | 619  | 600  | 4,000                        | 4,000                     |
| Queens Jubilee Celebrations   | 0.00   | 0  |  | 0                            | 4,000                     |
| <b>Total</b>  | <b>2,781.10</b>  | <b>619</b>                                       | <b>600</b>   | <b>4,000</b>                 | <b>8,000</b>              |
|   |  |  |  |                              |                           |
| <b>Planning Environment &amp; Highways</b>  |  |  |  |                              |                           |
| Equip & protective clothing   | 367.90   | -198   | 80   | 250                          | 400                       |
| Mower & Equip repairs/spares  | 341.18   | 259  | 400  | 1,000                        | 1,000                     |
| Petrol/oil  | 148.58   | 301  | 50   | 500                          | 500                       |
| Groundsmen's Facilities (Hut Requirements)  | 0.00   | 150  | 100  | 250                          | 300                       |
| Maintenance (incl Materials) of Village facilities (incl Map. Notice Boards, Signs, Benches & Waste Bins) | 295.00   | 1,055  | 850  | 2,200                        | 2,100                     |
| Village tree lights (Repairs and Additions)   | 0.00   | 900  | 600  | 1,500                        | 3,000                     |
| Village Defibrillator (All costs)   | 0.00   | -50  | 250  | 200                          | 1,000                     |
| Village Floral decorations  | 0.00   | 700  | 300  | 1,000                        | 3,000                     |
|   |  |  |  |                              |                           |
| <b>PEH Sub total 1</b>  | <b>1,152.66</b>  | <b>3,117</b>                                     | <b>2,630</b>                                       | <b>6,900</b>                 | <b>11,300</b>             |

| <b>Payment Category</b>                  | <b>Actual for approx 7 months (up to &amp; incl 1-11 21)</b> | <b>Estimated Remaining budget at end of year</b> | <b>Estimate of payments for remaining 5 months</b> | <b>Actual budget 2021/22</b> | <b>Budget Est 2022/23</b> |
|--|--|--|--|------------------------------|---------------------------|
| <b>PEH Capital Items</b>                 | 0.00   | 0  | 0  | 0                            | 0                         |
| <b>PEH Sub total 2</b>                   | <b>0.00</b>  | <b>0</b>   | <b>0</b>   | <b>0</b>                     | <b>0</b>                  |
| <b>PEH Reserve Funds</b>                 |  |  |  |                              |                           |
| 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                     |
| <b>PEH Sub total 3</b>                   | <b>676.00</b>  | <b>-351</b>                                      | <b>1,275</b>                                       | <b>1,600</b>                 | <b>3,000</b>              |
| <b>PEH TOTAL</b>                         | <b>1,828.66</b>  | <b>2,766</b>                                     | <b>3,905</b>                                       | <b>8,500</b>                 | <b>14,300</b>             |
| <b>Youth Recreation &amp; Allotments</b> |  |  |  |                              |                           |
| Allotment maintenance                    | 289.16   | 11   | 200  | 500                          | 500                       |
| Allotment gratuities                     | 0.00   | 70   | 0  | 70                           | 0                         |
| Allotment water                          | 368.83   | 81   | 0  | 450                          | 450                       |
| B/green maintenance                      | 934.80   | 465  | 500  | 1,900                        | 1,000                     |
| B/green water                            | 180.46   | 20   | 200  | 400                          | 400                       |
| B/green facilities                       | 0.00   | 0  | 0  | 0                            | 15,800                    |
| Play equipment repairs                   | 0.00   | 200  | 0  | 200                          | 200                       |
| KGV repairs & maint                      | 0.00   | 2,000  | 1,000  | 3,000                        | 3,000                     |
| Tree work                                | 305.00   | 1,095  | 600  | 2,000                        | 2,000                     |
| Sandypits - building maint               | 942.00   | -442   | 0  | 500                          | 500                       |
| Sandypits - Elec                         | 0.00   | 0  | 0  | 0                            | 0                         |
| Sandypits - grounds / pitch maint        | 0.00   | 0  | 2,000  | 2,000                        | 1,500                     |
| Mobile play equip hire                   | 0.00   |  | 0  |                              | 2,000                     |
| New Tree Planting                        |  | 0  | 0  | 0                            | 1,000                     |
| <b>YRA - Sub total 1</b>                 | <b>3,020.25</b>  | <b>3,500</b>                                     | <b>4,500</b>                                       | <b>11,020</b>                | <b>28,350</b>             |
| <b>Capital items</b>                     |  |  |  |                              |                           |
| <b>YRA - Sub total 2</b>                 | <b>0.00</b>  | <b>0</b>   | <b>0</b>   | <b>0</b>                     | <b>0</b>                  |
| <b>YRA - Reserve Funds</b>               |  |  |  |                              |                           |
| YRA Improvement fund                     | 0.00   | 4,000  | 2,000  | 6,000                        | 5,000                     |
| Improvements to Hardstanding             |  | 0  |  | 0                            | 2,400                     |
| <b>YRA - Sub total 3</b>                 | <b>0.00</b>  | <b>4,000</b>                                     | <b>2,000</b>                                       | <b>6,000</b>                 | <b>7,400</b>              |
| <b>YRA TOTAL</b>                         | <b>3,020.25</b>  | <b>7,500</b>                                     | <b>6,500</b>                                       | <b>17,020</b>                | <b>35,750</b>             |
| <b>Funding for FWH (SECT 133)</b>        | <b>0.00</b>  | <b>0</b>   | <b>4,488</b>                                       | <b>4,488</b>                 | <b>6,140</b>              |
| <b>GRAND TOTAL</b>                       | <b>44,020.10</b>   | <b>23,943</b>                                    | <b>42,430</b>                                      | <b>110,393</b>               | <b>139,800</b>            |

| <b>Receipts Category</b>                   | <b>Actual for approx 7 months (up to &amp; incl 1-11-21)</b> | <b>Estimated Total Receipts at end of year</b> | <b>Estimate of receipts for remaining 5 months</b> | <b>Budgeted Receipts for 2021/22</b> | <b>Budgeted Receipts for 2022/23</b> |
|--|--|--|--|--------------------------------------|--------------------------------------|
| <b>Precept</b>                             | 56,753.00  | 56,753   | 0  | 56,753                               |                                      |
| <b>Council Tax Support Grant</b>           | 2,751.00   | 2,751  | 0  | 2,751                                |                                      |
|  |  |  |  |                                      |                                      |
| <b>Admin</b>                               |  |  |  |                                      |                                      |
| Training                                   | 0.00   | 0  | 0  | 0                                    | 0                                    |
| VAT Reimbursement                          | 1,663.80   | 10,664   | 9,000  | 0                                    | 2,500                                |
|  |  |  |  |                                      |                                      |
| <b>Agency Services</b>                     |  |  |  |                                      |                                      |
| Footpath Maintenance                       | 385.00   | 385  | 0  | 315                                  | 350                                  |
|  |  |  |  |                                      |                                      |
| <b>Loans for capital spending</b>          | 0.00   | 0  | 0  | 0                                    | 0                                    |
| <b>Interest on bank accounts</b>           | 0.00   | 0  | 0  | 0                                    | 0                                    |
| <b>Sale of assets</b>                      | 0.00   | 0  | 0  | 0                                    | 0                                    |
|  |  |  |  |                                      |                                      |
| <b>Tenancies (Council as landlord)</b>     |  |  |  |                                      |                                      |
| Land rent (Cadet Hut) - Sandypits          | 0.00   | 960  | 960  | 960                                  | 960                                  |
|  |  |  |  |                                      |                                      |
| <b>Wages/PAYE/NI</b>                       |  |  |  |                                      |                                      |
| Use of Booking Clerk by FWH                | 0.00   | 0  |  | 9,000                                | 9,000                                |
|  |  |  |  |                                      |                                      |
| <b>Planning Environment &amp; Highways</b> |  |  |  |                                      |                                      |
| St Helen's Mowing from Church              | 500.00   | 500  | 0  | 500                                  | 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                                    |
|  |  |  |  |                                      |                                      |
| <b>Youth Recreation &amp; Allotments</b>   |  |  |  |                                      |                                      |
| Allotment rent                             | 710.00   | 710  | 0  | 700                                  | 750                                  |
| Misc                                       | 8.32   | 8  | 0  | 0                                    | 0                                    |
| Bowling green Improvements donation        |  | 0  |  |                                      | 13,163                               |
| Bowling green maint donation               | 177.90   | 178  | 0  | 650                                  | 500                                  |
| Sandypits rent (Footballers)               | 0.00   | 50   | 50   | 200                                  | 200                                  |
| DONATIONS for - KGF Improvements           | 0.00   | 0  | 0  | 0                                    | 0                                    |
|  |  |  |  |                                      |                                      |
| <b>TOTAL</b>                               | <b>63,915.02</b>   | <b>73,925</b>                                  | <b>10,010</b>                                      | <b>72,189</b>                        | <b>28,283</b>                        |
|  |  |  |  |                                      |                                      |
| <b>Section 136</b>                         | <b>23,078.00</b>   | <b>23,078</b>                                  | <b>0</b>   | <b>22,172</b>                        | <b>23,077</b>                        |
|  |  |  |  |                                      |                                      |
| <b>GRAND TOTAL</b>                         | <b>86,993.02</b>   | <b>97,003</b>                                  | <b>10,010</b>                                      | <b>94,361</b>                        | <b>51,360</b>                        |

( B )

( H )

## SUMMARY OF PAYMENTS

| Payment Category                           | Actual for<br>approx 7<br>months (up<br>to & incl 1-11<br>21) | Estimated<br>Total Payments<br>at end of year | Estimate of<br>payments for<br>remaining 5<br>months | Budgeted<br>Payments<br>for 2021/22 | Budgeted<br>Payments<br>for 2022/23 |
|--|---|---|--|-------------------------------------|-------------------------------------|
| <b>General</b>                             |   |   |  |                                     |                                     |
| Ad - Administration                        | 3,705.56  | 2,287   | 1,237  | 7,230                               | 7,340                               |
| Ag - AGENCY SERVICES                       | 2,038.80  | -24   | 800  | 2,815                               | 3,165                               |
| Provision for Reward payments              | 0.00  | 100   | 0  | 100                                 | 100                                 |
| Provision of Doubtful Debt                 | 0.00  | 0   | 0  | 0                                   | 0                                   |
| Loan Interest and Repayments               | 2,462.38  | 48  | 2,510  | 5,020                               | 5,020                               |
| Advertising and Publicity                  | 0.00  | 100   | 0  | 100                                 | 100                                 |
| Tenancies (Council as Tenant)              | 15.00   | 175   | 300  | 490                                 | 665                                 |
| Bank Charges on Invest. & A/C's            | 93.45   | 27  | 60   | 180                                 | 220                                 |
| W - Wages / PAYE / NI / Pension / Expenses | 27,774.90   | 11,325  | 20,650   | 59,750                              | 57,750                              |
| S137 - Donations                           | 2,781.10  | 619   | 600  | 4,000                               | 8,000                               |
|  |   |   |  |                                     |                                     |
| PEH - Sub total 1                          | 1,152.66  | 3,117   | 2,630  | 6,900                               | 11,300                              |
| YRA - Sub total 1                          | 3,020.25  | 3,500   | 4,500  | 11,020                              | 28,350                              |
|  |   |   |  |                                     |                                     |
| <b>Capital Items</b>                       |   |   |  |                                     |                                     |
| 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                                |
|  |   |   |  |                                     |                                     |
| <b>Reserve Funds</b>                       |   |   |  |                                     |                                     |
| PEH - Sub total 3                          | 676.00  | -351  | 1,275  | 1,600                               | 3,000                               |
| YRA - Sub total 3                          | 0.00  | 4,000   | 2,000  | 6,000                               | 7,400                               |
| PC Reserve Funds                           | 300.00  | -980  | 1,380  | 700                                 | 1,250                               |
|  |   |   |  |                                     |                                     |
| <b>Funding for FWH (SECT 133)</b>          | 0.00  | 0   | 4,488  | 4,488                               | 6,140                               |
|  |   |   |  |                                     |                                     |
| <b>TOTAL</b>                               | <b>44,020.10</b>  | <b>23,943</b>                                 | <b>42,430</b>  | <b>110,393</b>                      | <b>139,800</b>                      |

( D )

( J )

Itemised reserves included in above figure =

2,669

11,650

## Bank Account Balances at end of 1st November 2021

|  |                         |
|--|-------------------------|
| Unity Trust T2 Current Account (General) | £76,562.00              |
| Petty Cash                               | £0.00                   |
| <b>TOTAL</b>                             | <b>£76,562.00 ( A )</b> |

**NOTE:- Includes remaining Itemised Reserves of £ 2,669 + Minimum PC General Reserves of £11,000**

|   |                 | CALCULATION<br>FOR<br>YEAR<br>2022/23 | COMPARISON<br>WITH<br>YEAR<br>2021/22 |
|---|-----------------|---------------------------------------|---------------------------------------|
| <b>Amount in Bank available for remainder of 2021/22 including Reserves</b> | ( A )           | 76,562                                |                                       |
| Estimated remaining Receipts for 21/22                                      | ( B )           | 10,010                                |                                       |
| <b>Total Estimated Available for remainder of 21/22 ( A + B )</b>           | ( C )           | <b>86,572</b>                         |                                       |
| Estimated remaining Payments for 21/22                                      | ( D )           | 42,430                                |                                       |
| <b>Net Result:<br/>(Estimated End of Year Balance for 21/22)</b>            | ( C - D ) ( E ) | <b>44,142</b>                         | 29,484                                |

## Calculation of Required Funding for 2022/23

|   |                 |                |                     |                |
|---|-----------------|----------------|---------------------|----------------|
| <b>Minimum P.C. General Reserves Required for 22/23</b> | ( F )           | 14,000         | 24.0%<br>of Precept | 11,000         |
| Amount available towards 22/23 budget                   | ( E - F ) ( G ) | 30,142         |                     | 18,484         |
| Estimated Receipts for 22/23                            | ( H )           | 51,360         |                     | 36,557         |
| <b>TOTAL ( G + H )</b>                                  | ( I )           | <b>81,502</b>  |                     | <b>55,041</b>  |
| Estimated Required Payments for 22/23                   | ( J )           | 139,800        |                     | 111,793        |
| <b>FUNDING REQUIRED</b>                                 | ( I - J )       | <b>£58,298</b> |                     | <b>£56,752</b> |

### 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 **2021/22**, for a ' Band D ' property a Precept of **£1,920.04** equated to a Parish charge of

**£48.14**

|   |               |
|---|---------------|
| For the above ' Funding Required ' this approximates to a ' Band D ' charge, next year of | <b>£49.45</b> |
|---|---------------|

### PRECEPT RECOMMENDED TO COUNCIL

**£58,298**

This represents an increase of 2.72%