

**Minutes of the Finance Committee held on
Tuesday 5th December 2023**

Present:

Committee Members:

Cllrs. N. Ireland (Chair), A. Muller, C. Rowley, A. Kirke and D. Neal.

In attendance: Clerk, Rachel Male and Cllr. V. Hobson

- F051223/1 Apologies for Absence**
All present.
- F051223/2 Declaration of Members Interests**
None.
- F051223/3 Public Speaking**
None present.
- F051223/4 To confirm and agree as a true record the non-confidential minutes of the Finance Committee meeting held on 28th November 2023**
RESOLVED that the Minutes of the Finance Meeting held on 28th November 2023 were agreed as a true record.
- F051223/5 Budget and Precept for 2024/2025**
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 of £11,326 in the precept be recommended to Council, and Council are recommended to approve the setting of the 2023/24 precept as £71,673 (number of properties 1199).
- F051223/6 Meeting closed 20.12.**

Signed: Date:

ETWALL PARISH COUNCIL - BUDGET PLAN for 2024 - 25

Budget Recommendation by Finance Committee

ESTIMATE OF PAYMENTS

Payment Category	CATEGORY REF:	Actual for approx 31 weeks (up to 07.11.23)	Estimated Remaining budget at end of year 2023-24	Estimate of payments for remainder of 2023-24	Actual budget for 2023/24	Budget Est 2024/25
Administration						
Audit fees	501	556.50	94	0	650	600
Data Protection Registration	502	0.00	5	35	40	35
Chairman's allowance	503	300.00	-50	0	250	300
Elections (next in May 2027)	504	0.00	500	0	500	0
Insurance (Council ins and mower)	505	1,692.68	-23	230	1,900	2,250
Misc	506	50.00	0	250	300	300
Office equipment (incl Phone)	507	483.36	57	60	600	400
Hall Hire	508	0.00	600	0	600	500
Stationery/pubs/postage	509	63.61	0	86	150	150
Subscriptions	510	990.88	409	100	1,500	1,000
Website	511	150.00	50	50	250	200
Training	512	0.00	500	0	500	400
Bank charges	513	136.30	0	84	220	200
Total (Admin)		4,423.33	2,142	895	7,460	6,335

VILLAGE MAINTENANCE						
Employees Equip & protective clothing	550	316.51	133	150	600	600
Mower & Equip repairs/spares	551	238.30	462	300	1,000	1,000
Petrol/oil	552	231.31	169	100	500	450
Groundsmen's Facilities (Hut Requirements)	553	120.00	180	0	300	200
Village facilities (maint of Map. Notice Boards, Signs, Benches & Waste Bins etc) + FWH car park path + Village (Xmas) Tree Lights	554	458.32	4,242	400	5,100	3,000
Village Defibrillator (All costs) replacement parts	556	99.90	450	200	750	250
Village Floral decorations	557	2,190.30	810	0	3,000	2,500
CCTV Annual maintenance	558	250.00	50	0	300	300
CCTV Additions / Replacement	559	0.00	500	0	500	500
Total (Village Maintenance)		3,904.64	6,995	1,150	12,050	8,800

Agency Services						
Church clock Maintenance (winding, + maint [allow £80 per year] due 2024/25)	560	0.00	320	0	320	320
Dog/litter bin emptying & WASTE DISPOSAL	561	1,443.43	1,203	104	2,750	1,800
Footpath maintenance	562	0.00	385	0	385	0
Total		1,443.43	1,908	104	3,455	2,120

Payment Category		Actual for approx 31 weeks (up to 07.11.23)	Estimated Remaining budget at end of year 2023-24	Estimate of payments for remainder of 2023-24	Actual budget for 2023/24	Budget Est 2024/25
Provision for reward payments	563	0.00	100	0	100	100
Provision for doubtful debt		0.00	0	0	0	0
Loan interest & repayments	564	2,462.38	95	2,462	5,020	4,925
PC Advertising & publicity	565	0.00	100	0	100	100

PC Designated Reserves						
NDP Planner and Associated costs	566	714.73	-10,215	10,050	550	4135
Mower/plant replacement	600	0.00	-1,500	4,000	2,500	500
Village Map - renewal [from PE&H]	602	0.00	1,200	0	1,200	600
2nd Village Defibrillator	603	0.00	500	0	500	0
CORONATION CELEBRATIONS (2023)	604	1,983.02	1,017	0	3000	0
Legal Representation for Freeport (Etwall + Egginton)	605	0.00	4,438	0	4,438	5,000
TOTAL		2,697.75	-4,560	14,050	12,188	10,235

Tenancies (Council at tenant)						
Chestnut Grove	620	15.00	0	0	15	15
Allotments	621	1,225.00	-225	0	1,000	275
Groundsmen's Facilities (Rent)	623	220.00	80	0	300	250
Total		1,460.00	-145	0	1,315	540

Wages/PAYE/NI/Pension/Expenses						
Wages / TAX / NI (incl Clerk & Assistant)	700	39,966.61	-7,467	30,000	62,500	82,000
Employee expenses	701	202.50	-1	298	500	500
Expenses - Councillors	702	0.00	150	0	150	150
Pension Contributions	703	1,544.08	256	1,200	3,000	3,000
Total		41,713.19	-7,061	31,498	66,150	85,650

Section 137						
Donations	720	1,464.75	535	1,000	3,000	3,000
Total		1,464.75	535	1,000	3,000	3,000

Payment Category		Actual for approx 31 weeks (up to 07.11.23)	Estimated Remaining budget at end of year 2023-24	Estimate of payments for remainder of 2023-24	Actual budget for 2023/24	Budget Est 2024/25
Youth Recreation & Allotments						
Allotment maintenance	750	325.74	0	674	1,000	1,000
Allotment water	751	240.19	210	0	450	400
B/green maintenance	752	1,287.00	-287	0	1,000	1,300
B/green water	753	588.00	-188	0	400	600
B/green facilities (incl Flood Lights)	754	10,670.83	-15,911	5,240	0	0
Play equipment Repair Insurance			0			
KGV Play Equipment Inspection charges, Repairs & maint + Bins & Seats	755	2,086.70	0	3,913	6,000	6,500
Tree work (incl New Planting)	756	0.00	0	2,000	2,000	2,000
Sandypits - building maint	757	0.00	500	0	500	500
Sandypits - Elec		0.00	0	0	0	0
Sandypits - grounds / Bins / pitch maint	758	0.00	0	0	0	500
Mobile play equip hire	759	0.00	275	1,225	1,500	1,500
Return of Allotment Bonds	760	100.00	-100	0	0	100
YR&A - Sub total 1		15,298.46	-15,500	13,052	12,850	14,400

YR&A - Capital items						
KGF Equipment (funded from Donations)	805		-10,000	10,000		0
New Benches & Picnic Tables	800	0.00	4,600	0	4,600	0
YR&A - Sub total 2		0.00	-5,400	10,000	4,600	0

YR&A - Reserve Funds						
YR&A Improvement fund	801	0.00	3,500	0	3,500	4,000
Improvements to Hardstandings (KGF & S/Pits)	802	0.00	4,500	0	4,500	5,500
Additional Equipment for KGF	804	0.00	0	0	0	0
YR&A - Sub total 3		0.00	8,000	0	8,000	9,500

YR&A TOTAL		15,298.46	-12,900	23,052	25,450	23,900
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Funding for FWH (SECT 133)	803	4,790.00	-790	0	4,000	4,000
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GRAND TOTAL		79,657.93	-13,581	74,211	140,288	149,705
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Receipts Category		Actual Receipts for approx 31 weeks (up to 07-11.23)	Estimated Total Receipts for 2023-24	Estimated Receipts during remainder of 2023-24	Budgeted Receipts for 2023/24	Estimated Receipts for 2024/25
Precept	101	60,347.00	60,347	0	60,347	
Council Tax Support Grant		2,751.00	2,751	0	2,751	
CORONATION CELEBRATIONS (2023)	102	882.55	883	0	0	0
Section 136 (Concurrent Expenses)	103	23,077.67	23,078	0	23,078	23,078

Admin						
Legal Representation for Freeport (from Egginton)	104	0.00	0	0	888	888
Misc income to PC	89	80.00	80	0	0	0
Interest on bank accounts	105	0.00	0	0	0	0
Sale of assets	119	0.00	1,000	1,000	0	0
NDP Grants (Ring Fenced)	117	0.00	14,900	14,900	0	0

VAT Paid but not yet Reimbursed		0.00	2,600	2,600		
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Village Maintenance (incl Agency Services) was PE&H category						
St Helen's Mowing (from Church)	106	500.00	500	0	500	500
St Helen's Mowing Grant (from SDDC)	107	400.00	400	0	360	380
Xmas tree lights (Donations)		0.00	0	0	0	0
Reimbursement for Bench(s)		0.00	0	0	0	0
Footpath Maintenance (from DCC)	108	0.00	385	385	350	385

Tenancies (Council as landlord)						
Land rent (Cadet Hut) - Sandypits	109	960.00	960	0	960	960
Wayleave	112	8.32	8	0	8	8

Wages/PAYE/NI						
Use of Booking Clerk by FWH	113	0.00	11,500	11,500	10,500	12,650
Pension Payment Refunds			0	0	0	0

Youth Recreation & Allotments						
Allotment rent	114	607.00	727	120	750	900
Misc (for YR&A)	115	0.00	0	0	0	0
Bowling green Improvements donation FLOOD LIGHTS & REPLACEMENT EDGING	116	5,240.00	5,240	0	0	0
Bowling green maint donation		644.00	644	0	550	650
Sandypits rent (Footballers)	110	50.00	100	50	100	100
Sandypits rent (Pidgen Club)	111	0.00	100	100		100
DONATIONS for - KGF Improvements	118	10,000.00	10,000	0	0	0

GRAND TOTAL		105,547.54	136,203	30,655	101,142	40,599
				(B)		(H)

SUMMARY OF PAYMENTS

Payment Category	Actual for approx 31 weeks (up to 07.11.23)	Estimated Remaining budget at end of year 2023-24	Estimate of payments for remainder of 2023-24	Actual budget for 2023/24	Budget Est 2024/25
General					
Ad - Administration (incl PE&H Sub total 1)	4,423.33	2,142	895	7,460	6,335
Village Maintenance	3,904.64	6,995	1,150	12,050	8,800
Ag - AGENCY SERVICES	1,443.43	1,908	104	3,455	2,120
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	95	2,462	5,020	4,925
Advertising and Publicity	0.00	100	0	100	100
Tenancies (Council as Tenant)	1,460.00	-145	0	1,315	540
W - Wages / PAYE / NI / Pension / Expenses	41,713.19	-7,061	31,498	66,150	85,650
S137 - Donations	1,464.75	535	1,000	3,000	3,000
PE&H - Sub total 1 (moved to ADMIN)					
YR&A - Sub total 1	15,298.46	-15,500	13,052	12,850	14,400
Capital Items					
PE&H - Sub total 2 (moved to ADMIN)					
YR&A - Sub total 2	0.00	-5,400	10,000	4,600	0
Reserve Funds					
YR&A - Sub total 3	0.00	8,000	0	8,000	9,500
PC Designated Reserve Funds (now incl PE&H)	2,697.75	-4,560	14,050	12,188	10,235
Funding for FWH (SECT 133)	4,790.00	-790	0	4,000	4,000
GRAND TOTAL	79,657.93	-13,581	74,211	140,288	149,705

Itemised reserves included in above figure =

3,440

(D)

(J)

Bank Account Balances at

07/11/23

Unity Trust T2 Current Account (General)
T1

£93,800.31

£1,189.42

TOTAL £94,989.73 (A)

NOTE:-

Includes remaining Itemised Reserves of £3,440 + Minimum PC General Reserves of £14,000

			YEAR 2024/25	YEAR 2023/24
Amount available for remainder of 23/24	(A)		94,990	79,452
Estimated Receipts for remainder of 23/24	(B)		30,655	23,085
TOTAL	(A + B)	(C)	<u>125,645</u>	102,537
Estimated Payments for remainder of 23/24	(D)		<u>74,211</u>	46,640
ESTIMATED BALANCE AT END OF YEAR (23/24)	(C - D)	(E)	<u>51,433</u>	55,897

Calculation of Required Funding for 2024/25

Minimum P.C. General Reserves Required for 24/25	(F)		<u>14,000</u>	19.5% of Precept	<u>14,000</u>
Amount available towards 24/25 budget	(E - F)	(G)	<u>37,433</u>		41,897
Estimated Receipts for 24/25	(H)		<u>40,599</u>		38,044
TOTAL	(G + H)	(I)	<u>78,032</u>		<u>79,941</u>
Estimated Required Payments for 24/25	(J)		<u>149,705</u>		<u>140,288</u>
FUNDING REQUIRED	(J - I)		<u>£71,673</u>		<u>£60,347</u>

In Etwall, in 2023/24, for a ' Band D ' property, the Council Tax of £2,055.64 included a Parish charge of	£50.58
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For the above ' Funding Required ' figure this approximates to a ' Band D ' charge, next year of	£60.07	
increase of	£9.49	per year
equivalent to	£0.79	per Cal month

PRECEPT RECOMMENDED TO COUNCIL

£71,673

Etwall has 1199 properties paying Council Tax, so the above Precept figure equates to an average £59.78 per property