



**Tadley Town Council**  
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**30 November 2018**

You are summoned to attend a meeting of **Finance & General Purposes Committee** as detailed below:  
*Nicki Barry, Clerk*

**DATE, TIME AND LOCATION: 10 December 2018 at 7.30pm in the Town Council Offices**

**MEMBERS:** Cllrs: Burdett, Flahive (Chairman), Hankinson, Leeks, Lovegrove, Moss, Mullan, Page and Slimin

### **AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS**

Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting. To receive any applications made by Members for a dispensation to allow them to speak and vote on an agenda item in spite of a disclosable pecuniary interest.

**3. MINUTES**

To receive and confirm the accuracy of the minutes of the Finance & General Purposes Committee meeting held on 13 August 2018 the contents of which will be taken as correct unless there is a specific resolution otherwise.

**4. OPEN FORUM**

The meeting will recess for not more than 15 minutes for questions and comments from members of the public.

**5. BUDGET**

To review the budget year to date and to determine the precept for 2019/20. **Attached.**

**6. TREE SURVEY**

To discuss frequency.

**7. GRASS CUTTING CONTRACT**

To receive tender.

**MINUTES OF A MEETING OF TADLEY TOWN COUNCIL FINANCE & GENERAL PURPOSES COMMITTEE HELD IN THE TOWN COUNCIL OFFICES AT 7.30PM ON 13 AUGUST 2018**

**Present:** Cllrs Flahive (Chairman), Hankinson, Lovegrove, Moss, Mullan, Page and Slimin.

**In Attendance:** Clerk

**1. APOLOGIES**

Were received and accepted from Cllrs Burdett and Leeks.

**2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS**

Cllrs Flahive, Lovegrove, Moss and Page declared an interest in the grant application from TDCA.

**7/19FGP** It was

**RESOLVED (7/0/0)** to grant a dispensation for Cllrs Flahive, Lovegrove, Moss and Page to speak and vote on the grant application from TDCA as otherwise the meeting would not be quorate.

**3. MINUTES**

**8/19FGP** It was

**RESOLVED (7/0/0)** to receive and confirm the accuracy of the minutes of the Finance and General Purposes Committee meeting held on 11 June 2018.

**4. OPEN FORUM**

There was no requirement for an open forum.

**5. BUDGET**

The budget year to July 2018 was reviewed.

**6. MEETINGS SCHEDULE 2019**

**9/19FGP** It was

**RESOLVED (7/0/0)** to set the meeting dates for 2019 as attached.

**7. TREE SURVEY**

Two quotations for tree work were received.

**10/19FGP** It was

**RESOLVED (6/0/1)** to accept the quotation of £6095 from Nash Contract Services. (Cllr Lovegrove abstained)

**8. NEW WEBSITE**

An estimate of costs had been received from Vision ICT.

**11/19FGP** It was

**RESOLVED (7/0/0)** to set a budget of £1500 for a new website and an order to be placed with Vision ICT.

**9. PRIVACY NOTICE**

A draft privacy notice was received.

**12/19FGP** It was  
**RESOLVED (7/0/0)** to adopt the privacy notice as attached.

**10. THE 2019-20 LOCAL GOVERNMENT FINANCE SETTLEMENT**

A consultation was received.

**13/19FGP** It was  
**RESOLVED (7/0/0)** to respond as attached.

**11. GRANT APPLICATIONS**

Grant applications were received:

Hampshire & Isle of Wight Wildlife Trust – Running costs

**14/19FGP** It was  
**RECOMMENDED (7/0/0)** to award a grant of £450.

Tadley & District Community Association – LED lights

**15/19FGP** It was  
**RECOMMENDED (6/0/1)** to award a grant of £4000. (Cllr Flahive abstained)

Tadley School PTA – Furniture for library

**16/19FGP** It was  
**RECOMMENDED (7/0/0)** to award a grant of £1500.

Hurst Leisure Centre – Play equipment

**17/19FGP** It was  
**RECOMMENDED (7/0/0)** to award a grant of £500.

The meeting closed at 7.56pm.

Signed: .....

Dated: 15 October 2018

	Actual 17/18	Budget 18/19	To date 18/19	Forecast 18/19	Budget 19/20
<b>Income</b>					
Precept	186466	186466	186466		
Burials	20003	12161	6704	5457	12283
Memorials	2511	3091	2989	102	3122
Litter Grant	14430	14574	15065		15796
Council Tax Support Grant	9498		4409		
Limited General Grant					
Parish Funding	9404	9498	9498		9593
CAB Recharge	504	800		750	800
TAC Admin Recharge	400	400		400	400
AA Admin Recharge	371	50		50	50
Mothes Admin Recharge	50	50		50	50
ALP Admin Recharge	212	100		100	100
Wayleaves	115	115		115	115
Miscellaneous Income	517	200	2261		200
Interest Received	2368	1000	1598	799	1500
		42039		7823	44009
<b>Purchases</b>					
Memorial Benches		3500			1400
Street Furniture		2200	7345		2200
Play Area Equipment	20000	10000	12108		10000
Skateboard Park		2000			2000
Highway Signs	640	800		800	800
Office Equipment	1177	1000	210	790	1000
Tools and Equipment		100		100	100
Vehicle			14400		1000
Litter Equipment		100	187		100
CCTV		1000			1000
		20700			19600
<b>Overheads</b>					
Staff Salaries	53194	60272	36404	20000	60000
Employers NI	3963	3947	2699	1350	4170
Employers Pensions	11352	11015	8285	4142	12800
Advertising & Press Notices		159	88	71	164
Rent	11314	11550	8662	2888	11804
Water Rates	437	321	230	91	500
General Rates		867			893
Insurance	1520	3078	1548		2000
Giles Road Rent	146	150	0	149	152
Electricity & Gas	1313	2437	183	1200	2000
Fuel & Oil	1369	1380	1106	553	1710
Vehicle Repairs & Servicing	1087	1044	359	685	1075
Vehicle Tax	243	256	252		263
Staff Travelling	67	100		100	100
Councillor Travelling	21	200		200	200
Chairmans Allowance	112	200	262		200
Good Citizens Award		100		50	100
Meetings Costs	160	100		30	100
Councillors Training & Expenses	240	1000	130	870	1000
Cleaning Costs	768	764	480	284	800
Printing & Distribution	1989	2514	1243	1271	2590
Postage & Carriage	2	100	58	50	100
Telephone	1073	1513	754	759	1559

Photocopier	762	1061	397	664	1093
Office Supplies	1929	1501	1102	399	1546
Books & Newspapers		100		100	100
Internet	250	150	330		150
Legal Fees	1708	2500		1000	2500
Audit & Accountancy Fees	700	1500			1500
Professional Fees	593	1000	1771	885	2000
Equipment Hire	156	400	156	244	400
Office Equipment Maintenance	116	130		130	130
Christmas Decoration Hire	3973	4000	1425	2575	3000
Property Maintenance	473	1000	9	991	1000
Maintenance Consumables	579	2000	343	1657	2000
Grounds Maintenance	6961	4000	6263	3000	7000
Play Areas Maintenance	12472	15000	8564	2000	10000
Grasscutting	3913	4500	3058	1442	5000
Gardening	653	750	720	30	1000
Treeworks	13535	15000	1815	2000	5000
Highway Property Maintenance	450	1000	25702	1000	1000
Equipment Repair		150		150	150
Burials Grounds Maintenance	3138	4000	90	2000	2000
Burials Grounds Grasscutting	4587	6086	4146	1000	7696
Cemetery Rates	596	620	528	92	638
Waste Collection	535	474	406	290	717
Bank Charges	92	90	40	50	90
Subscriptions HALC/NALC	1746	1850	1550		1850
Clothing Costs	131	300	139	161	300
Training Costs	170	2000			2000
Medical Expenses		40		40	40
Refreshments		100		100	100
Participatory Budgeting Event	10000	12000	9146		12000
Christmas Event	3156	5000	1819	3181	4000
Section 137 Grants	19072	34500	25150	9350	34500
Section 137 Subscriptions	491	800	514	286	500
Section 137 The Green Maintenance	963	1044	918	126	1200
Section 142 Grants	7000	7000	7420		7500
Election Costs		15000			15000
Environment Improvements		2000			2000
Public Works Loan	17697	17784	8718	9066	17784
		269497		80442	258764

## CALCULATION OF BALANCES AND PRECEPT

What we want to spend in	2019/20	Revenue	A	258764	
		Capital	B	19600	
		Total	C	278364	
What income we expect to receive in	2019/20		D	44009	
What is the net cost of our budget for	2019/20		E	C - D	234355
What we have in the bank now	20/11/18		F	237464	
Current debtors	20/11/18		F1	423	
What we expect to spend before	31/03/2019		G	80442	
What we expect to receive before	31/03/2019		H	7823	
What we need to clear existing creditors	31/03/2019		Z	0	
How much we expect to have in the bank on	31/03/2019		I	F +F1 - (G+H-Z)	165268
If we hold a reserve of estimated 6 months running costs				93233	
Reserves Play Areas				12000	
Reserves Skatepark				12000	
Reserves Vehicle, Tools & Office Equipment				1100	
			J	118333	
How much we will have free to finance our planned budget ON	31/03/2019		K	I - J	46935
How much extra we need to finance our budget for	2019/20		L	E - K	187421