

Grundisburgh & Culpho Parish Council
Minutes of a Virtual Meeting of the Finance Sub Committee held on the 20th January, 2021

This meeting was held in accordance with Local Authorities and Police & Crime Panels (Coronavirus) (Flexibility of Local Authority and Police & Crime Panel Meetings) (England and Wales) Regulations 2020

Participants - Messrs. D.Higgins, P.Kendall (in the Chair), R.Youngman Mrs.J.Bignell

- 1. Apologies for absence** No apologies were received.
- 2. To receive member's declarations of interest**
Mr.Kendall and Mrs.Bignell declared Local Non-Pecuniary Interests in Village Hall matters
- 3. Minutes** The minutes of the Finance Sub Committee Meeting held on the 18th November, 2020 had been circulated and were therefore taken as read. It was proposed by Mr.Kendall seconded by Mrs.Bignell, to unanimous approval, that these minutes be signed by the Chairman as a true record. There were no matters arising.
- 4. Appointment of Councillor Internal Auditor** The Chairman will ask Mr.Caryer if he is willing to continue. *
- 5. Budget 2021/2022** The committee's recommendations for a provisional budget are listed in the appended schedule.

Local Plan Fighting Fund The Committee recommended that the word "Plan" should be removed from the title of this fund and that £1,000 should be budgeted for 2021/2022. This is in addition to £2,500 already allocated in 2020/2021 and likely to be unspent and carried forward as an earmarked reserve.

The following applications for grants were considered

Grundisburgh Village Hall Management Committee

The Committee agreed to recommend that £5,181.20 CIL payments received by the council should be donated towards the cost of a sustainable energy system for the new hall.

Grundisburgh Playingfield Management Committee

The Committee agreed to recommend a grant of £2,500 towards the cost of new children's play equipment.

Citizens Advice Bureau

The Committee agreed to recommend a grant of £50.

Headway

No recommendation was made.

The Committee recommends that a policy to help the Committee in considering applications for grants from organisations beyond Grundisburgh and Culpho should be established.

Financial Analysis 2020/2121

Cash in hand 31 March 2020	£37,303.22
Plus Income to date	£24,241.20
Less expenditure 2020/2121 to date	£13,520.32
Less estimated 2020/2021 further expenditure	£10,303.68
Estimated cash 31 March 2021	£37,720.42
Less estimated earmarked reserves	£17,103.34
Estimated unallocated cash at 31 March 2021	£20,617.08
Unallocated cash (General Reserve) 31 March 2020	£21,905.88 Includes £5,181.20 CIL payments

7. Precept

Because of the uncertain times and financial hardship caused by the pandemic the Committee recommends that the Precept remain virtually unchanged at £20,100.

With the increased number of Band D equivalents in 2021/2022 to 645.89 Council Tax payers will see an annual reduction of 7p in the Parish Council Charge portion of their Council Tax Invoice..

This chart shows the Precept history and the figures in “**bold**” show the Committee’s recommendation for 2021/2022.

<u>Tax Base</u>				
1997/1998	539.93 band D equivalent	Precept £10,240 ÷ 539.93 =	£18.96	
1998/1999	549.42 band D equivalents	Precept £10,240 ÷ 549.42 =	£18.63	
1999/2000	559.90 band D equivalents	Precept £12,000 ÷ 559.90 =	£21.43	
2000/2001	587.73 band D equivalents	Precept £12,000 ÷ 587.73 =	£20.42	
2001/2002	606.20 band D equivalents	Precept £13,350 ÷ 606.20 =	£22.02	
2002/2003	604.72 band D equivalents	Precept £14,000 ÷ 604.72 =	£23.15	
2003/2004	615.74 band D equivalents	Precept £15,200 ÷ 615.74 =	£24.68	
2004/2005	617.29 band D equivalents	Precept £15,200 ÷ 617.29 =	£24.62	
2005/2006	617.16 band D equivalents	Precept £15,200 ÷ 617.16 =	£24.63	
2006/2007	627.16 band D equivalents	Precept £15,650 ÷ 627.16 =	£24.95	
2007/2008	635.15 band D equivalents	Precept £16,200 ÷ 635.15 =	£25.50	
2008/2009	634.71 band D equivalents	Precept £16,600 ÷ 634.71 =	£26.15	
2009/2010	638.43 band D equivalents	Precept £16,600 ÷ 638.43 =	£26.00	
2010/2011	637.53 band D equivalents	Precept £16,600 ÷ 637.53 =	£26.04	
2011/2012	631.77 band D equivalents	Precept £17,100 ÷ 631.77 =	£27.06	
2012/2013	634.19 band D equivalents	Precept £17,100 ÷ 634.19 =	£26.96	CTSG Total
2013/2014	565.76 band D equivalents	Precept £15,553 ÷ 565.76 =	£27.49	£1,847 £17,400
2014/2015	569.68 band D equivalents	Precept £16,100 ÷ 569.68 =	£28.26	£1,389 £17,489
2015/2016	582.68 band D equivalents	Precept £16,600 ÷ 582.68 =	£28.49	£882 £17,482
2016/2017	595.17 band D equivalents	Precept £17,000 ÷ 595.17 =	£28.56	£501 £17,501
2017/2018	604.35 band D equivalents	Precept £17,500 ÷ 604.35 =	£28.95	
2018/2019	604.35 band D equivalents	Precept £18,250 ÷ 604.35 =	£30.19	
2019/2020	631.37 band D equivalents	Precept £19,000 ÷ 631.37 =	£30.09	
2020/2021	634.94 band D equivalents	Precept £19,800 ÷ 634.94 =	£31.18	
2021/2022	645.89 band D equivalents	Precept £20,100 ÷ 645.89 =	£31.11	

The charge for each other bands is calculated by multiplying the Band D charge by the appropriate scaling factor i.e. Band A - 6/9 B 7/9 C 8/9 E 11/9 F 13/9 G 15/9 H 18/9

8. Earmarked Reserves

	Opening balance As 01/04/2021	Estimated Transfer to reserve	Transfers from reserve	Closing balance at 31/03/2021
Allotments	£1,255.63			£1,255.63
Climate change	NIL	£1,500.00		£1,500.00
Elections	£964.32			£964.32
New Village Hall	£369.12			£369.12
New Village Hall Prizes	£450.00			£450.00
Bus Shelter Repairs	£2,202.27	£200.00	£448.00	£1,954.27
Village Stream Retaining Wall	£4,000.00			£4,000.00
War Memorial	£350.00	£100.00	£148.00	£302.00
Emergency Committee	£1,000.00			£1,000.00
Playing Field Reserve	£1,000.00	£250.00		£1,250.00
Grundisburgh Football Club	£700.00	£850.00	£1,050.00	£500.00
Bench Repairs	£1,605.00		£47.00	£1,558.00
Olde Forge Store forecourt	£1,500.00	£500.00		£2,000.00
TOTAL	£15,396.34	£3,400.00	£1,693.00	£17,103.34

There being no further business to discuss the Chairman closed the meeting.

* Mr.Caryer suggest that "providing backup data storage" more accurately describes his function which he is willing to continue..

Grundisburgh & Culpho Parish Council									
	2017/2018	2018/2019		2019/2020		2020/2021			2021/2022
INCOME	Actual	Budget	Actual	Budget	Actual	Budget	To date	Balance	Budget
Allotment Rents	192	192	204	192	216	192	192		192
Bank Compensation					25				
Bank Interest	98	125	152	100	168	100		-100	100
CIL payments			207		622		4249	4249	
Contributions SID					300				
Litter pick					20				
Precept	17500	18250	18250	19000	19000	19800	19800		20100
Council Tax Support Grant									
Donations	582								
Neighborhood funding	102								
Locality Grant			3800						
TOTAL	18474	18567	22613	19292	20351	20092	24241	4149	20392
EXPENDITURE	Actual	Budget	Actual	Budget	Actual	Budget	To date	Balance	Budget
<u>Administration</u>									
Audit Fee	136	150	200	200		200		200	200
Clerk									
Expenses	395	400	425	400	263	500	324	176	500
National Insurance			42						
Office	577	577	577	577	567	577		577	577
Salary	3019	3854	3019	3854	3349	3854	2565	1289	3854
Income Tax	1265		717		1042		513	-513	
Payroll service	45	50	68	50	22	90	22	68	90
Society of Local Council Clerks	84	89	89	89	92	92	95	-3	95
Training		50		50	70	50	22	28	50
Councillors Training		200		200		300		300	300
Conference calling							125	-125	
Computer					257				
Data Protection	35		40		40	40		40	40
Elections				250	109				
Hire of Rooms	16	130	244	200	97	250	64	186	250
Insurance	287	300	287	300	273	300	261	39	300
Laser Printer	186	200	198	200	48	200		200	200
Misc					21				
Local Council Award Scheme									
Annual Parish Meeting	312	325	312	435	322	435		435	435
Photocopying		110				110		110	110
S.A.L.C. Subscription	507	520	524	550	525	550	544	6	550
SALC Local Councillor	26	26							
Stationery	63	100	31	100	11	100		100	100
Website	100	100	100	100	100	100	110	-10	100
	7053	7181	6873	7555	7208	7748	4645	3103	7751
	Actual	Budget	Actual	Budget	Actual	Budget	To date	Balance	Budget
<u>Running Costs</u>									
Local Fighting Fund						2500		2500	1000
Bus Shelters									
Cleaning	300	300	300	300	309	300		300	300
Repairs		200		200		200	448	-248	200
Defibrillator	164	250		250		250		250	250
Highways									
SAVID					100	100		100	100
SID				200	3461				
Speedwatch				200	38	200		200	200
Bridge replacement	500								
Snow clearing			150						
New Village Hall									5181
Parks & Open Spaces									
Allotments	209	200	74	200	393	200	254	-54	200
Benches	30		1084		65		47	-47	
Climate change						1000		1000	

Climate change reserve						500		500	
Fido Bins	160	200	107	200	133	200	248	-48	
Football Club - lighting						500	1050	-550	
Football Club - reserve		350	350	350		350		350	
Bowls Club		400	400						
Footpaths & Environment	96	150	91	150	100	150	50	100	150
Baptist Church	195	195	195	195	195	195	195		195
Litter Bins		100		100	110	100		100	100
Millennium Meadow	484	1100	482	1100	818	1100	805	295	1100
Notice Boards		200		200	87				
Olde Forge Store forecourt repairs		1500				500		500	
Playing field mowing & equipment	644	900	668	900	688	900	542	358	900
Playing Field Play Area reserve		250		250		250		250	250
Playing Field Play Area									2500
Playing field - repairs		250		250		250		250	
Repairs		250		250					
Seat repairs		1000							
St.Botolph's churchyard	195	195	195	195	195	195	195		195
St.Mary's churchyard	640	640	640	640	687	640	640		640
Strimmer					247				
Tennis Club						500	500		
Village Hall - New			52						
Village Green									
A Board			118		18				
Ducks	126	100							
Village Green Mowing	2020	2000	1720	2000	2335	2000	1440	560	2000
Posts & Rails	247	300	212	200	210	300		300	300
Stream	325	325		325		800	800		500
Willow Tree	522	350							
Xmas Tree	108	180	173	180	122	180	100	80	180
Village Sign		50		50					
Queens 90th birthday celebrations									
St.Mary's Churchyard Wheeled Bin	46	150	46	150	48	150	48	102	100
War Memorial	434	100	231	100	93	100	148	-48	100
Youth Club	600	600	600	600	600	600	600		
	8045	12785	7888	9735	11052	15210	8110	7100	16641

Section 137 Payments	To date	2018/2019		2019/2020		2020/2021			2021/2022
		Budget	Actual	Budget	Actual	Budget	To date	Balance	Budget
Age UK									
British Legion - wreath	80	80	80	80	100	80	80		80
Community Action Suffolk	36	36							
Citizens Advice Bureau	25	25	25	50	50	50	50		50
CPRE	36	36	36	36	36	36		36	36
Disability Advice Service	50	50	50	50	50	50	50		50
East Anglian Air Ambulance	100	100	100	100	100	100	100		100
Freshstart	25								
Guides & Brownies		400	400						
Headway	25								
Home Start	25								
Lighthouse		25	25	25	25	25	25		25
Lunch Club		200	200	200	200	200	135	65	200
Lyttleton Club	200								
Horticultural Society	120								
Marie Curie Cancer Support	100								
Red Cross	25								
Suffolk Accident Rescue Services	100	100	100	100	100	100	100		100
St.Botolphs Church(Benifice Magazine)	100	100	100	100	101	100	100		100
Stop Ipswich Northern Bypass					1000				
Starlight	25								
Suffolk Family Carers	25	25	25	25	25	50	50		50
Suffolk Wildlife Trust	60	60	60	60	60	75	75		75
	1157	1237	1201	826	1847	866	765	101	866
TOTAL	16419	21453	15962	18116	20107	23824	13520	10304	25258
								Income	20392