

CHURCH CROOKHAM PARISH COUNCIL

Finance and Policy Committee

Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL FINANCE & POLICY COMMITTEE

Date and Time: 7:53pm Monday 10th October 2022
Place: Oak Hall, Church Crookham Community Centre, Boyce Road, Church Crookham
Present:
Councillors: Gareth Saunders (GS) (Chair), Bruce Bulgin (BB), Debbie Moss (DM), Annette Whibley (AW),
Also: Sally du Gay (Clerk)

There were no members of the public present.

22/32	Apologies for absence Apologies had been received from Cllr Thorne	
22/32	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members. No requests had been received	
22/33	Declaration of interest relating to any item on the agenda No declarations were made	
22/34	Chairman's Announcements: The Chair had no announcements to make	
22/35	Public session This is an opportunity for members of the public to bring matters to the attention of the Finance Committee. No members of the public were present to comment	

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Actual vs budget

To review the updated actual vs. budget figures for April to September 2022.

Circulated

REVENUE - Summary Totals 2022-2023	Annual Budget	Actual year to date 6 months	Forecast 6 months	Likely out- turn	Variance
Total income	£ 356,748	£ 290,762	£ 69,905	£ 360,667	£ 3,918
Expenditure	£ 331,249	£ 138,865	£ 183,550	£ 322,415	£ 8,834
Projects	£ 3,500	£ 25, 063	£ 6,500	£ 31,563	£ 28,063
EMR movements	£ 22,000	£ 5,463	£ 10,000	£ 4,537	£ 17,463
Income/ Expenditure	£ 1	£ 132,298	£ 130,145	£ 2,152	£ 2,152

Revenue income: community centre income reduced due to loss of regular bookings.
Concession income may also reduce

Revenue expenditure:

Forecast to be under budget, little expenditure required for Election Services, £1875 (i.e., quarter of election costs) could be moved to a new EMR Election costs and then continued over future years to save up for future elections rather than budget full amount once every 4 years, remainder to be released to general reserve.

Christmas decorations budget not required this year – released to general reserve
Audit fees lower than expected.

Parish events – smaller required for remainder of year due to lack of planned events – released to general reserve

Fleet Link – surplus could be moved to EMR Highways & Transport

Community centre cleaning costs – now includes security lock ups as no longer invoiced separately, offset by release of £2000 of equipment budget not required.

Peter Driver electricity – variance of £4250. Electricity is purchased by Hants CC Laser purchasing group from Npower. The Laser framework runs from 1st October 2020 to 30th September 2024, Hants CC decided to realign the first year to a financial year which required an 18-month contract. An 18-month price was agreed with Npower, which included built in provisos and a reconciliation was requested when the 18 months were up, as a credit was expected. Unfortunately, this exercise coincided with the invasion of Ukraine, difficulty with supply of utilities, increased pricing and Npower changing from one billing system to another. The flexible pricing reconciliation resulted in an additional charge of £4837.42 followed by a credit of £93. The contract is now on a fixed price for 12 months with no further reconciliations. Notifications of the indicative price for 23/24 are due in November, plus Hants

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CC will be seeking support to extend the 4 year framework to 31st March 2025 to fully re-align with the financial year, followed by a further 4 year framework starting 1st April 2025.
Allotments ground maintenance currently under budget.

Projects:

Projects not yet started.

A further £3000 has been added to the defibrillator budget for the potential installation at Northfield Road – currently under investigation.

Parish Maps and Website expenditure offset by EMR movements.

Variance due to expenditure to date on athletics track improvements funded from EMRs and not budget.

Ear marked reserves:

Additional £10,000 added to EMR Peter Driver Improvements for potential new locking system, other movements are those agreed in the budget plus expenditure on athletics track, fence for pre-school from comm centre EMR and parish map project.

S106 - Summary Totals 2022 - 2023	Annual Budget	Actual year to date 6 months	Forecast 6 months	Likely out-turn	Variance
Total income	£ 2,500	£ 2,809	£ 3,637	£ 6,446	£ 3,946
Expenditure	£ 84,155	£ 23,050	£ 63,246	£ 86,296	£ 2,141
Projects	£ 8,000		£ 8,000	£ 8,000	0
EMR movements		£ 9,191	£ 0	£ 9,191	£ 9,191
Income/ Expenditure Excluding EMR offset	£89,655	£ 31,291	£ 67, 609	£ 87,850	£ 1,805

S106 income: budget income is interest on S106 funds, interest rates gradually rising.

S106 expenditure: open space maintenance expenditure includes installation of CCTV at Crookham Park.

Projects – planting not yet started.

Ear marked reserves:

Showing movements to cover quarterly S106 expenditure.

22/37

Debtors' report

To review and agree the debtors report.

Circulated

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	Total debtors as at 30.09.2022 £ 2,255.62. Aged debt over 3 months £363.25 is being chased, £300 has been paid since publication of the report. It was resolved to notify the tenant of allotment plot 95 of 14 days' notice to pay outstanding invoice or be faced with eviction, and to approve the debtors' reports Proposed GS, seconded DM, all in favour	
22/38	Draft 3-year forecast and budget for 2022/2023 To review the 3-year forecast budget spreadsheet and to agree which projects should be included. Circulated The draft 3-year forecast was reviewed. Further information regarding utilities costs (expected in November), and CCLA LAPF performance to follow in next quarter before finalising budget in January 2023. No further projects suggested.	
22/39	S106 20-year expenditure forecast To review the draft 20-year forecast of S106 expenditure Circulated The 20-year forecast was reviewed with the projection of funds at least covering 20 years of maintenance costs for Crookham Park assets as per the S106 agreement. Tapering an increase in the future to ensure that any precept covers the ongoing costs as the S106 funds are utilised, until 2040/2041 as agreed Full Council Jan 2022 min ref: 22/011.	
22/40	Quarterly bank reconciliations To receive confirmation that the previous quarters bank reconciliations have been examined by a Council member who is not a signatory on any of the Council's bank accounts. Requested volunteer from non-signatory councillors – will confirm at Full Council	
22/41	Investment quarterly review To review the performance of the council's investments Circulated Based on net asset valuation of 347.79p, the current mid-market valuation of the CCLA investment has decreased to £ £960,992 from £1,003,600 at the end of June. Original investment was £900,000. Dividend for June to September tbc.	
22/30	Date of next meeting – Monday 9 th January 2023	

The meeting closed at 8.15pm

Signed:

Date: