CHURCH CROOKHAM PARISH COUNCIL
Finance and Policy Committee

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

Date and Time: 7.30pm Monday 9th October 2023
Place: Acorn Hall, Church Crookham Community Centre, Boyce Road, Church Crookham

Present:
Councillors: Gareth Saunders (GS) (Chair), Bruce Bulgin (BB), Nick Basket (NB),

Also: Sally du Gay (Clerk)

There were no members of the public present.

23/27	**Apologies for absence** Apologies had been received from Cllrs Thomas and Moss.
23/28	**Dispensations** To receive any written requests for disclosable pecuniary interest dispensations from members. No requests had been received.
23/29	**Declaration of interest relating to any item on the agenda** No declarations were made.
23/30	**Chairman's Announcements**: The chair had no announcements to make.
23/31	**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.

23/32

Actual vs budget

To review the updated actual vs. budget figures for April to September 2023

Circulated

REVENUE -Summary Totals 2023-2024	Annual Budget	Actual year to date April - September	Forecast October - March	Likely out-turn	Variance
Total income	371,124	310,075	74,613	384,688	13,564
Expenditure	(345,327)	(159,549)	(189,978)	(349,527)	(4,199)
Projects		(85,906)	(1,000)	(86,906)	(86,906)
EMR movements	(25,875)	43,989	0	43,989	69,864
Income/Expenditure	(78)	108,610	(116,365)	(7,755)	(7,677)

Currently forecast a deficit of income over expenditure of £7.7K

Revenue income:

Forecast to be over budget largely due to increase in interest received plus additional 5-a-side bookings.

Revenue expenditure:

Admin costs: likely to be overbudget due to un-budgeted expense of investment admin costs, plus costs of changing parish office phone system, two systems charged for 6 months.

Community centre costs: slight overspend forecast – PPL license more than budget, rates were un-budgeted (fortunately off set by large grant from government/Hart DC).

Projects: appear to be over budget but off set by releases from EMRs – Sensory Garden expenditure also offset by releases from S106 EMRS).

S106 -Summary Totals 2023-2024	Annual Budget	Actual year to date April - September	Forecast October - March	Likely out-turn	Variance
Expenditure (funded from S106 monies held in reserves)	(84,251)	(527,534)	(56,625)	(584,159)	(499,908)
Projects	(38,000)	(38,262)	(18,000)	(56,262)	(18,262)

Sally du Gay (RFO)
Church Crookham Community Centre, Boyce Road, Church Crookham, GU52 8AQ Tel: 01252 626793
deputyclerk@churchcrookham.org.uk

Total budget before release of EMRs	(122,251)	(565,796)	(74,625)	(640,421)	(518,170)

S106 income: Only outstanding S106 income is commuted sum for final LEAP install approx. £24k.

S106 expenditure:
Large variance due to £500k investment with Flagstone - £500k moved out of accounts and onto asset register, remaining variance due to unbudgeted expenditure on Sensory Garden project.

DRAFT BUDGET REVIEW:

Precept has been increased by 2.5% which based on current year's tax base of 4099.33 would give a Band D of £58.70, an increase of £1.43 per household.

Slight increase in income largely due to interest received.

Most expense lines increased by 2%

Community centre rates – 2022/23 the rateable value of the community centre was increased meaning that it was no longer eligible for Small Business Rates Relief. The gross charge was £8750 but the Government allowed a transitionary discount plus the Retail, Hospitality and Leisure business rates relief scheme further reduced the cost to £600. It is not yet known whether this scheme will be available in 24/25 so the full cost of the rates has been included in the budget.

Suggested options to reduce budget deficit of £9.7k (to be discussed further at January F&P meeting):
- Increase the precept by an additional £1 per household which would raise approx. £4k in revenue, Band D would be £59.70 an increase of 4.2% on 22/23.
- Reduce the community grants budget from £16k to £12k.
- Reduce the amount moved to EMRs at year start e.g.:
    - Community centre reduce by £1k
    - Athletics track reduce by £1k
    - Replacement play equipment reduce by £2k.

It was **resolved** to recommend to Full Council that interest earned on fixed term deposits should be used as income in the year of maturity and added to general reserves.
Proposed GS, seconded NB, all in favour.

Church Crookham Community Centre, Boyce Road, Church Crookham, GU52 8AQ Tel: 01252 626793
deputyclerk@churchcrookham.org.uk

23/33	**Debtors' report** To review and agree the debtors report. Circulated. Total outstanding debt at 30.09.2023 -£2,329 The debtors' report was reviewed. Due to the receipt of a refund from HMRC for VAT charged on sports facilities over the last 4 years, the parish council has decided to refund teams that are still in existence and using the 5-a-side pitch by creating credits on their accounts for hire of the pitch. The credits total £4419, meaning that the actual debt owed the council as of 30th September is £2,087. Of this only one long-term debt £24.60 for allotment rent, the remaining debt is under two months old and expected to be paid shortly.
23/34	**Quarterly investment review** To review the performance of the council's investments Based on net asset valuation, the current mid-market valuation of the CCLA investment has decreased by £126,072to £773,928. Original investment was £900,000. Dividend for July to September tbc. The parish council view on the CCLA investment is it will remain invested for up to a minimum 9 years with the Flagstone long term cash deposits set to mature periodically over the coming years to fund the S106 expenditure. Review of the credit ratings of the financial institutions used. Report circulated. Recommendation: No action required. Full Council will need to decide what to do with the Lloyds 3-year bond maturing March 2024, with interest received to be retained and move to EMR S106 Interest Received as per budget forecast.
23/35	**Review of policies.** To review the following policies and recommend any changes to Full Council: It was **resolved** to approve and recommend to Full Council the changes as shown below: o Charity discounts on rate hire – proposed amendment - *This policy will be reviewed annually in October by Finance & Policy Committee as part of the budget preparation process.* Replaces review at May Annual Meeting. **Proposed GS, seconded BB all in favour** o Fee Charging Schedule – *Recommendation:* *With immediate effect -* *Grass pitch (youth single booking) and training rate £40 per match*

Church Crookham Community Centre, Boyce Road, Church Crookham, GU52 8AQ Tel: 01252 626793
deputyclerk@churchcrookham.org.uk

	Grass pitch (Adult single booking) £80 per match. *Recommendation:* *Five-a-side bookings after 8pm on Friday evenings to be allowed a discount of 33%.* **Proposed GS, seconded NB all in favour.**
23/36	Date of next meeting – Monday 8th January 2024

The meeting closed at

Signed:

Date: