

SHORNE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee **Meeting held on 11 November 2015 in Shorne Village Hall**

PRESENT

Mr R Theobald (Chairman)
Mr J Bugg
Mr D Hart
Mr M Redfern
Mrs S Lindley
Miss P Clifton

APOLOGIES

for absence were received from Mr G Dent
Mr R Cooper and Mr R Lane

1 Report of 2015/2016 Half-Yearly Expenditure

The Clerk presented a report on expenditure for the first half of the year compared with the estimates which was noted.

2 Review of Estimates for 2015/2016

The forecast of expenditure for the second half year was considered and the likely outturn for the year. The following items of expenditure were noted as likely to occur in the next half-year:-

- (a) The ninth and tenth repayments to the Public Works Loan Board on 24 September 2015 for £1623.48 and 24 March 2016 for £1623.48 = £3246.96.

It was noted that the end of year expenditure for 2015/2016 was forecast as £26120.73 with a residual balance of £27,242.73.

3 Estimates for 2016/2017

The likely expenditure for 2016/2017 was reviewed.

- (a) Bus Shelter Cleaner - Salary to be increased to £250.00 per annum (ie £62.50 per quarter).

- (b) Provision for an increase has been allowed for in the budget for the Clerk's Salary.

It was AGREED to RECOMMEND to Council the draft estimates for the year 2015/2016 in accordance with the schedule.

4 Precept for the Year 2016/2017

It was noted that the total planned expenditure for 2016/2017 was £25,884.83.

It was further noted that the forecast balance for the year ending 2015/2016 was £27,242.73.

It is also to be noted that "Under Contingencies", consideration has been given for:-

- (a) Possible legal fees re: Shornemead Crossing.
- (b) Unidentified expenditure on Footpaths & Greens.
- (c) Village Hall Repairs.

It was AGREED to recommend to the Council that a Precept for the sum of £26,500.00 be submitted to Gravesham Borough Council for the year 2016/2017.

There being no further business, the meeting closed at 9.35pm

SHORNE PARISH COUNCIL

Expenditure as at 30 September, 2015

	Estimated Expenditure for 2014/2015	Expenditure as at 30/09/2015	Expenditure for next 6 Months
Clerk's Salary	£8,336.40	£4,245.90	£4,245.90
Tax Deduct-Clerk/PC's Contribs	£1,263.48	£671.64	£671.64
Stationery & Postage	£313.37	£212.47	£137.53
Printing	£0.00		
Office Equipment (Consumables)	£67.46	£54.44	75.00
Computer (Mainten/Anti-Virus)	£33.32	£190.66	
Photocopier (Geerings)	£53.57	£20.85	30.00
Tel/Answer/Fax	£446.31	£204.64	200.00
Bus Shelter Cleaning	£240.00	£122.00	£122.00
Hire of Hall and Room	£342.00	£164.00	180.00
Civic Expenses & Flowers	£90.00	£100.00	
Floral Tributes	£35.00		
Wreath - Remembrance Sun.	£40.00		£40.00
Publications	£60.00		
Subscriptions	£769.98	£771.72	
Donations & Grants	£75.00	£25.00	100.00
Legal Fees	£50.00		150.00
Audit Fees & Accountant	£550.00	£550.00	
Bank Charges	£0.00		
P.Cllrs Expenses and Travel	£20.00		20.00
Insurance	£698.11	£742.85	
Course & Conf. Fees	£140.00	£62.50	£150.00
Refreshments	£37.17	£23.03	£25.00
Properties and Greens	£986.00	£829.50	£800.00
Parish Report	£1,141.00	£1,150.00	
Crabbles Bottom (VAT Repaid)	£0.00	£594.00	
Contingencies	£0.00		3,000.00
Church Clock	£185.00		185.00
Adverts	£0.00		
Public Consultation	£0.00		150.00
Painting Railings - The Street			
Public Works Loan Board (9th Repayment - 24.9.2015)	£3,246.96	£1,623.48	£1,623.48
Railings on PO Green	£792.00		
Boughton PC (Speedwatch Equip)	£0.00	£800.00	
Clearing Drain in Car Pk at VH	£1,000.00	£1,056.50	
Footway- Forge Lane	£4,757.00		
Interactive Sign	£3,500.00		
Total	£29,269.13	£14,215.18	11,905.55

Precept for 2016/2017 - £26,500.00

Balances as at 30 September 2015

Lloyds TSB	£30,628.47
Barclays Bank	<u>£8,519.81</u>
Total	<u>£39,148.28</u>

SHORNE PARISH COUNCIL

Expenditure as at 30 September, 2015

	Estimated	Anticipated	Estimated
	Expenditure	Outturn	Expenditure
	for 2014/2015	for 2015/2016	for 2016/2017
Clerk's Salary	£8,336.40	£8,491.80	£8,586.49
Tax Deduct-Clerk/PC's Contribs	£1,263.48	£1,343.28	£1,301.38
Stationery & Postage	£313.37	£350.00	£350.00
Printing	£0.00		£50.00
Office Equip.(Consumables)	£67.46	£129.44	£75.00
Computer (Maintenance)	£33.32	£190.66	£50.00
Photocopier (Geerings)	£53.57	£50.85	£60.00
Telephone/Fax/Answer	£446.31	£404.64	£475.00
Bus Shelter Cleaning	£240.00	£244.00	£250.00
Hire of Hall and Room	£342.00	£344.00	£380.00
Civic Expenses & Flowers	£90.00	£100.00	£100.00
Floral Tributes	£35.00		£35.00
Wreath - Remembrance Sun.	£40.00	£40.00	£40.00
Publications	£60.00		£60.00
Subscriptions	£769.98	£771.72	£800.00
Donations & Grants	£75.00	£125.00	£75.00
Legal Fees	£50.00	£150.00	£100.00
Audit Fees & Accountant	£550.00	£550.00	£600.00
Bank Charges	£0.00		
P.Cllrs Expenses and Travel	£20.00	£20.00	£25.00
Insurance	£698.11	£742.85	£775.00
Course & Conf. Fees	£140.00	£212.50	£150.00
Refreshments	£37.17	£48.03	£50.00
Properties and Greens	£986.00	£1,629.50	£1,200.00
Parish Report	£1,141.00	£1,150.00	£1,200.00
Crabbles Bottom (VAT Repaid)	£0.00	£594.00	
Contingencies	£0.00	£3,000.00	£5,000.00
Church Clock	£185.00	£185.00	£200.00
Adverts	£0.00		
Public Consultaton	£0.00	£150.00	£150.00
Painting Railings - The Street			£500.00
Public Works Loan Board	£3,246.96	£3,246.96	£3,246.96
(9th Repayment - 24.9.2015)	£0.00		
Railings on PO Green	£792.00		
Boughton PC (Speedwatch Equip)	£0.00	£800.00	
Wall atVH, Adj to 14 The St	£0.00		
Clearing Drain in Car Park at VH	£1,000.00	£1,056.50	
Footway - Forge Lane	£4,757.00		
Interactive Sign	£3,500.00		
Election Fees	£0.00		
Total	£29,269.13	£26,120.73	£25,884.83