



Minutes of the Meeting of the Finance Committee Held On Tuesday 29th November 2016 at 8.00pm in the Community Office

Present:

Councillors:

Tony Williamson (TW) - Chairman
Ian Hill (IH) – Vice-Chairman
Matt Reid (MR)
Nicky Smallbone (NS)
Roger Beattie (RB)

In Attendance:

Stephanie Van de Pette (SvP)

Officer:

Kristina Tynan (KT)

39/16 Apologies for absence

There were none.

40/16 Chairman's Remarks

There were none.

41/16 To approve the Minutes from the Meeting on the 27th September 2016 which were received by Council on 11/10/2016

Resolved: That these minutes were a correct record of this meeting and that they be signed by the Chairman.

42/16 Matters Arising

There were none other than agenda items.

43/16 Declarations of Interest

There were none notified

44/16 Budget and Financial Issues

1. Budget 2016/2017 Update and Estimated Out-Turn– These figures were circulated by email to Members prior to the meeting. The NP Budget Update which was also emailed to Members was also considered. These were noted.

2. Budget Preparation 2017/2018 and Precept for 2017/2018 – Discussion

It was noted that Recommendations have been received from the Operations, PSFC and NP Steering Committees. The Town Hall Trust Body also had sent in their request for a grant in 2017/2018. There was much discussion on this and the committee went through this item by item. Comments and consideration made were:

1. 1% needs to be added to all staff salaries as agreed previously by FC for 2017/2018
2. Budget for a possible extra Clerk
3. Youth Club Grant and Children's Centre Grants to be increased.
4. To see if residents could operate the market day bus service as Parish Councils are unable to operate a scheme.
5. To investigate the 'General Power of Competence for Parish Councils. IH
IH/KT/TW
6. Set up a new Parish Council Website –SvP said this would be in the region of £5,000.
7. Tree Management Annual Cost

With further discussion about the Budget and Precept for next year it seems that Council will need to consider increasing the precept more than the 2% figure which was previously discussed as our community will want and expect stronger support from the Parish Council in these times when the

County Council and District are not providing services as they did previously eg Children's Centres, Grass Cutting, Street Cleaning, Buses etc to name a few.

The Parish Council may also need to seek professional and legal advice on the number of housing applications that may come in for Watlington. There is also the possibility of the HCA Chalgrove Airfield application which has traffic implications for Watlington. Next year Parish Councils may be limited to only increasing the Precept by 2% so it could be considered that we should get our Precept Base as high as possible before we are no longer able to do so.

The committee considered a number of percentage increases that they will consider further and these are shown below with the Summary Budget Figures.

Precept Calculations

	2016/17			2017 - 2018			
Tax Base	1152.4	1157.4	1157.4	1157.4	1157.4	1157.4	1157.4
Band D	£92.70	£92.70	£94.60	£97.70	£100.00	£102.70	£105.00
Precept	£106,827	£107,291	£109,490	£113,078	£115,740	£118,865	£121,527
Change - cash		£464	£2,663	£6,251	£8,913	£12,038	£14,700
Change Band D %		0.0%	2.0%	5.4%	7.9%	10.8%	13.3%
Change Band D £ per month (10 months payment)		0	0.19	0.50	0.73	1.00	1.23

WATLINGTON PARISH COUNCIL Summary Budget Figures	Budget 2016/2017	Budget ACTUAL 31/9/2016	Out-Turn Estimated 2016/2017	Proposed Budget 2017/2018
Summary				
<i>Central services</i>	54219.00	30481.10	53227.00	62002.00
<i>Planning</i>	0.00	0.00	0.00	0.00
<i>Allotments</i>	-830.00	-453.59	-454.00	-830.00
<i>Pavilion & Sports Field</i>	6300.00	6000.00	6300.00	6300.00
<i>West Room</i>	151.00	-530.00	151.00	151.00
<i>Car Park</i>	2138.40	2116.33	2088.40	2160.00
<i>Public Conveniences</i>	0.20	-4548.67	0.20	0.00
<i>Green Space Maintenance</i>	19193.40	10095.22	19798.40	20601.00
<i>Minor Works, Safety and Cleaning</i>	5755.57	862.57	5755.57	8766.00
<i>Assets/ Play Equipment</i>	3600.00	2882.00	3600.00	4200.00
<i>Neighbourhood Plan/Election/Legal</i>	9300.00	5340.29	9300.00	12300.00
<i>Town Hall</i>	7000.00	28.48	7000.00	8000.00
<i>Contingency</i>				
TOTAL NET EXPENDITURE	106827.57	52273.73	106766.57	123650.00

Precept 2016/2017 £106828.00

Resolved: That we take up the offer from SODC to extend the precept deadline to Wednesday 25th January.

Resolved: That the Finance Committee have a meeting in January 2017 prior to the Full Council meeting and they will then give recommendations on the Budget and Precept for 2017/2018.

3. Section 137 Payment Allowance – A paper from OALC was attached to the agenda.

This was noted and the fact that if the Council could achieve 'General Power of Competence' it would have more freedom to do more things.

Resolved: That we investigate in more detail what we need to have to do to achieve a 'General Power of Competence' status.

Due to Standing Order 3(w) and with the time being nearly 10pm it was:
Resolved: That the meeting be allowed to continue until 10.15pm at the latest.

45/16 Staff Issues

1. **Staff Reviews** – IH and NS will carry these out as soon as practicable.
2. **Pensions** –TW has done a lot of research on this and stated that the NEST one is the best way to move forward on this. He has started work on registering with this but will need more information from the Clerk.
3. **Review of Staffing Needs** – This was discussed in the principle for the budget. It was noted that this issue was discussed a year ago as to the need for an assistant Clerk in relation to both the work load and to also provide holiday cover etc for the Clerk. It was agreed to consider this issue when the NP has been completed. Finance Committee would now like to put forward the following:
RECOMMENDATION TO COUNCIL: That budget provision be made for 2017/2018 for £5000 with the detail to be considered later.

46/16 Other Financial Issues

1. **Accounting procedure of the Pavilion bar** – We still do not have this. MR stated that there is to be an AGM shortly and hopefully this can then be resolved.
2. **Insurance** – Compliance – With regard to Legionella Disease IH has drafted out a procedure for the Pavilion. It seems that this is the only building that will need one as it is the only building that has showers which would be the risk of this potentially leading to this disease.

47/16 General Issues

Membership of the Finance Committee

RECOMMENDATION TO COUNCIL: That Stephanie Van de Pette be a Member of this Committee.

48/16 Correspondence

1. **SODC** – Precept 2017/2018 – Discussed above.
2. **Vision ICT** – Information on upgrading the WPC website – to be taken in conjunction with Item 6.2. - This was discussed under the Budget item.

49/16 Items for Next Meetings

Budget and Precept Recommendations for 2017/2018 – Special Meeting to be organised for the week before the Full Council meeting. The Clerk will send out a date.

50/16 Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.12PM