

Hardwick Parish Council
Meeting held on Tuesday 1 February 2011 in the School at 7.45 pm

Present: Cllrs J Bowen, G Chamberlain, A Gill, P Joslin, J Stewart and I Storr (Chairman),
In attendance: G Stoehr (Clerk)

Open Public Session

None.

1 To approve apologies for absence and declarations of interest

Apologies had been received from Cllr Freeman (out of parish) and the resignation of Cllr Atkinson was noted.

2 To review budget FY 2011

The Parish Council

- Reviewed - the agreed budget for FY 2011 v receipts and payments to date.
- Noted - the more detailed monitoring of income & expenditure undertaken by the RFO of the individual transactions as detailed on the supporting papers.
- Reviewed the reserves- and the earmarked reserves. Noted the overspend on the special projects budget some projects e.g. wigwags, maps, safety surfacing, mound removal to be taken from the s106 money as these meet the criteria. Thus reducing the earmarked layby/highway project by the shop by £5,000 and increasing the earmark fund by £5000 required to make up the £50,000 balance from the general fund.
- Agreed - Any overspend on the budget headings due to the special projects would either be covered by under-spend in other budget headings or from the general reserves.
- Noted - the estimated payments outstanding.
- Noted - the general reserves should be between 1-1.5 x annual expenditure and that these adjustments would leave the Parish Council towards the lower level
- Hardwick Happenings advertising receipts are down £2400 on same period last year. VAT should be charged on advertising but HMRC grant a dispensation for chargeable VAT below £1k. Advertising over £5k the PC might have to change its VAT status. Agreed to monitor this and keep under review.
- Noted – the additional supporting notes on the budget report.

3 To approve budget for 2012 and to set precept

The Parish Council:

- Reviewed the draft budget as prepared by the RFO. This was reviewed line by line consideration given to the supporting notes in the report.
- Wages salary pensions – agreed – to include annual review of employees as an agenda item for the next meeting.
- Agreed- Sports Club's pitch hire to remain at £250pa.
- Noted - while the Parish Council had agreed to contribute towards the costs of the planning for the pavilion changing rooms the cost of the works would be met by the sports clubs.
- Grounds maintenance – agreed to increase by £6000 to allow for the additional requirement of the recreation ground maintenance e.g. top dressing, fertiliser and verti-draining that would be required.
- Tree maintenance –Noted the requirement to conduct regular checks on all trees which are the Council's responsibility and that if the Council did not formalise its arrangements it might be required to do so by the insurers now that there had been a

recent claim against two of the Council's trees. Agreed to ask Mr Rogers if he would be willing to assist the council produce a plan of all its trees and ask if he would be willing to undertake a visual inspection of all the trees when cutting the grass reporting any problems to the Clerk for appropriate action.

- Agreed to consider at the next meeting any additional support that the Council might require such as CPALC or Local Council's Advisory Service.
- Annual Audit – to budget £500 the annual external audit being a fixed cost and internal audit being approximately £70 as detailed in Jacque Wilson's quote. Agreed to appoint Mrs Wilson as the Internal Auditor.
- Noted – that LGS Services had offered to hold their fees and rates if the Council would be willing to enter into a three year contract with them. LGS Services were moving towards electronic filing and thus reducing the number of paper copies required and keeping costs to a minimum for the Council. Agreed that this would be an agenda item for the next meeting.
- Streetlights - noted CCC had written indicating that that the current contract would end on 1 July and alternative provision would be required. CCC had indicated that it might cost £20 per lamp more to continue with its supplier. The Clerk is making enquiries with alternative suppliers.
- S137 limits noted and the type of payments included in this heading in the past. Agreed to increase the budget to £5,000.
- Agreed budget for receipts including Hardwick Happenings advertising income. Agreed to keep the Bank interest rates under review but also noted the difficulties associated with updated the mandate or changing banks.
- Noted the anticipated requirements Localism Agenda and agreed that the Parish Council ought to allow for cuts made by the Government so they have some headroom to fund any services which may become the responsibility if the Parish Councils and to provide for this under special projects as yet unidentified.
- Agreed – the chairman would inform the village of the precept increase in the Annual Report to the Annual Parish Meeting which would then be published in the newsletter.
- Approved the Budget for FY ending 31 March 2012 by resolution of the Parish Council and set the Precept demand at £54,000 (Prop SC, 2nd PJ, unanimous)

4 Closure of meeting

There was no further business and the Chairman declared the meeting closed at 9.10pm.

Signed _____ (Chairman) _____ (Date)