

**Hardwick Parish Council**  
**Meeting held on Tuesday 29 January 2013 in the School at 7.45 pm**

Present: Councillors: I Storr (Chairman), G Chamberlain, A Gill, P Joslin, and R Worland.  
In attendance: Mrs Gail Stoehr (Clerk).

**Open public session**

No members of the public were present.

**1. To approve apologies for absence and declarations of interest**

Apologies were received from Cllrs Stewart, Freeman and Humphries

**1.1 To receive declarations of interests from councillors on items on the agenda**

All members present declared a pecuniary interest in the setting of the Precept as rate payers. Cllrs Storr, Chamberlain and Worland disclosed the existence of their dispensations to allow them to speak and vote on the Precept.

**1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)**

Cllrs Joslin and Gill verbally requested a dispensation to allow them to speak and vote on the precept.

**1.3 To grant any requests for dispensation as appropriate**

Dispensations were granted to both Cllr Joslin and Gill to enable them to both speak and vote on setting the precept subject to them both submitting the request in writing to the Clerk tomorrow.

**2 To review the budget for FY 2013**

The Parish Council

- Reviewed - the agreed budget for FY 2013 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 underspend on the special projects, assets maintenance and S137 budgets.
- Reviewed salaries and the pensions requirement for 2015.
- Agreed - Any underspend on the budget headings would go into general reserves at the year end.
- Noted - the estimated receipts and payments outstanding.
- Noted - the general reserves should be between 1-1.5 x annual expenditure and that these adjustments would leave the Parish Council above the higher level.
- Agreed that given the assets and Council responsibilities that 1.5-2 x annual expenditure was a realistic level of reserves.
- Streetlighting payments were reviewed and it was noted that the two streetlights would be replaced by SCDC as part of its PFI funding project in due course.
- Agreed – in light of the application by the Scouts for funding to a third party for the changing room windows and also the availability of the facility for use by the community that £3,000 of the budget underspend be transferred at year end to the earmarked fund.
- Monitored Hardwick Happenings advertising receipts and that this still enabled the Council to be within HMRC's chargeable VAT below £1,000 dispensation. If advertising receipts raise to over £5,000 the Parish Council might have to change its VAT status. Agreed to monitor this and keep under review.
- Noted that the P3 work on the millennium footpath needs some siding up and mounds of soil levelling around the badger setts. Cutting of the path would be

covered by funds already held and that it was hoped that CCC would cover the cost of the proposed work to the Wimpole Way.

- Agreed – that if the Cahill's Corner project was not done by CCC then the Parish Council would consider spending some of its reserves on undertaking this work itself.
- Noted – the additional supporting notes on the budget report.

### 3 **To approve budget for 2014**

- Reviewed the draft budget as prepared by the RFO. This was reviewed line by line consideration given to the supporting notes in the report.
- Agreed with the figures for the budget for the receipts and the budget for the payments for Hardwick Happenings, Insurance, Salaries, pensions and PAYE. General admin, Admin support, Accounts and Audit and income as detailed.
- Agreed- Sports Club's pitch hire to remain at £250pa for the FY2014.
- Noted – that the Parish Council had already agreed to contribute towards the costs of the planning for the new pavilion changing rooms the cost of the works would be met by the sports clubs. However, the Parish Council had agreed to contribute 50% towards some works in the existing changing rooms such as to the showers once the Clubs got together the required information.
- Grounds maintenance – noted that this included top dressing, fertiliser, weed treatment and verti-draining and also grass cutting. Agreed to retain this at £15200
- Tree maintenance –Noted the requirement to conduct regular checks on all trees which are the Council's responsibility and that quotes were being sought for a full survey.
- Agreed – to increase to or include the following Grounds maintenance £15200, Streetlighting £1200, Repairs and assets maintenance £5300 and Special projects £9820.
- Annual Audit – to budget £600the annual external audit being a fixed cost and internal audit being approximately £130.
- S137 donations £3000
- Noted the pavilion lease is being negotiated but until the rent was fixed this was not included in the budget.
- Agreed to keep the Bank interest rates under review and to await the revised interest rates from Lloyds Bank.
- Agreed – the Chairman would inform the village of the precept in the Annual Report to the Annual Parish Meeting which would then be published in the newsletter.
- Agreed –the amount required to balance the budget was £54,000 which was the same as the current financial year.

### 4 **To consider correspondence from SCDC on the precept**

The Parish Council had no response to the consultation on the timing of the precept payments and noted the estimated grant on offer from SCDC of £2251.

### 5 **To set the precept**

Approved<sup>(Prop GC, 2nd AG, unanimous)</sup> by resolution of the Parish Council the Budget for FY ending 31 March 2014 and the Precept demand was set at £51,749, this being the amount required to balance the budget less the estimated grant offered by SCDC.

### 6 **Closure of meeting**

There being no further business the meeting closed at 8.40pm

Signed .....Chairman .....date.