


HARDWICK PARISH COUNCIL

**I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on
Tuesday 21 January 2020 in the School at 7.00 pm**

The Public and Press are cordially invited to be present. The order of business may be varied.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.


Mrs Gail Stoehr, Clerk
15/01/2020

AGENDA

Open Public Session including reports from the County & District Councillors

- 1. To approve apologies for absence and declarations of interest**
 - 1.1 To receive declarations of interests from councillors on items on the agenda
 - 1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - 1.3 To grant any requests for dispensation as appropriate
- 2. To consider Recreation Ground programme costs 2020-2022**
- 3. To review the budget for financial year ending 31 March 2020 against receipts and payments and to consider any outstanding projects or spending and to make arrangements for these**
- 4. To consider and approve budget for financial year ending 31 March 2021**
- 5. To set and demand the precept required for the Parish Council to balance its budget**
- 6. Closure of meeting**

* NB Some planning and tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

Hardwick Parish Council meets on the fourth Tuesday in each month except December when the meeting is on the third Tuesday. Meetings are held in the School but occasionally, when the School is closed they are held in the Pavilion. Please check the notice board for the venue which is shown on the agenda for each meeting.

Open Public Session including reports from the County & District Councillors

1. Apologies for absence – to be reported at the meeting.
Declarations of interests – members should declare their interests state why they have an interest, the type of interest held and if they have a dispensation state this and the extent of their dispensation i.e. to either speak or speak and vote. If members have a pecuniary interest, having declared an interest they must not take part in the agenda item unless they have been granted a dispensation to do so.
2. To consider Recreation Ground programme costs 2020-2022
Report from Chris Fuller and costs attached.
3. To review the budget for financial year ending 31 March 2020 against receipts and payments and to consider any outstanding projects or spending and to make arrangements for these
Receipts and payments to date v budget and draft budget based on existing contract and known spending attached
4. To consider and approve budget for financial year ending 31 March 2021
5. To set and demand the precept required for the Parish Council to balance its budget
6. Closure of meeting

Hardwick Parish Council

	Approved Budget 2020	Amount to Date Dec 2019	Percentage of Budget Spent	Amount Remaining	Draft Budget 2021	Notes 2020	Notes 2021
Payments							
Advertising	500	80.00	16%	420.00		Proposed Webmaster, webhosting (£80)	Proposed Webmaster, webhosting (approx £80)
Insurance	1900	1,866.80	98%	33.20	1900	Year 3 of 3	Year 1 of 3 New policy/LTA to be agreed.
Salaries, pension & PAYE	5600	4,062.60	73%	1,537.40	5830	Based on NALC Payscales, assuming no overtime. Includes pension and litterpicker	Based on anticipated NALC Payscales, assuming no overtime. Includes pension and litterpicker
Admin support	12025	8,016.64	67%	4,008.36	12025	Year 2 of 3	Year 3 of 3
Ground maintenance, grasscutting & trees	18000	6,355.00	35%	11,645.00		Contract awarded to Hamill (year 1 of 3). Tree survey contracted, awaiting report. Earmark at year end?	Contract awarded to Hamill (year 2 of 3). RH Landscapes contract = £6225 pa
Admin (Affiliation fees, Gen. supplies)	3000	2,084.96	69%	915.04	3000	Estimated based on workload. PC to consider affiliations (CAPALC, Community Assoc. ICO, Parish Online) incl LCPAS. Includes training	Estimated based on workload. PC to consider affiliations (CAPALC, Community Assoc. ICO, Parish Online) incl LCPAS. Includes training
Repairs & Assets maintenance	8000	6,345.78	79%	1,654.22		inc HSSC Defibrillator consumables	inc HSSC Defibrillator consumables
Street lights	2090	£4,345.86	208%	-2,255.86	941	CCC have invoiced for both 2017/2018 and 2018/19 in FY2020 (No further CCC liability)	Based on SSE contract (1 year)
Audit & acct	500	600.00	120%	-100.00		External audit fee £50k to £100k = £300 £100k-£200k = £400 £200k-£300k = £600 Internal Audit £200 LCPAS - may be higher if additional work required - LCPAS have closed. Due to S106 income fees will be higher.	External audit fee £200k-£300k = £600 Due to S106 income fees will be higher. Internal audit fees range from £150-£800
S137	2000	750.00	38%	1,250.00		In FY20 Pre-school, PC to complete. Parent and Toddlers have withdrawn their application.	
Special projects - Community Centre Operating Costs	10000			10,000.00		Community Centre working costs. Earmark at year end.	
Special projects - Speedwatch and CCC survey Agency services (P3)	3024	500	17%	2,524.00		Earmark at year end?	Cambridge Rd speed reduction & St Neots Rd Central reservations to be discussed at meeting
Unallocated/Contingency		0.00		0.00		Suggest at % unless genreal reserves can be used	Suggest at % unless genreal reserves can be used
Total payments	£66,639.00	£35,007.64	53%	31,631.36	£23,696.00		Baseline budget = 23,696 (note grass, trees and assets maintenance not included)
Receipts							
Income pitches	350	£250.00	71%	100.00	250	Cricket Club have asked for a reduction in fees, wont be playing for the foreseeable future.	Cricket Club wont be playing for the foreseeable future.
Advertising		0.00		0.00			
Bank Interest	1600	1,678.57	105%	-78.57	1700		
Assets maintenance - Wayleave	23	23.68	103%	-0.68	24		
Speedwatch - sale	300		0%	300.00		is this still the Council's intention?	
Precept	60366	60,366.00	100%	0.00			To be decided after the PC consider if any reserves can be released or the reserves need to be increased.
Special Projects				0.00			
Pavilion rent	4000	3,250.00	81%	750.00	4000	£4kpa from September 2018 FY20 includes £250 underpayment from FY19	£4kpa from September 2018
Misc		£0.00		0.00			
Release from Reserves							
Total receipts	£66,639.00	£65,568.25	98.39%		£5,974.00		
Reserves							
S106 Lark Rise Community space contribution (received 28/01/14)	520.13			520.13			
S106 Land adj 3 Lark Rise Community Space contribution(2/2016)	817.56			817.56			
S106 Land Adj 311 St Neots Road POS contribution (received 12/04/16)	1815.33			1815.33			
S106 Land Adj 311 St Neots Road community space contribution (received 12/04/16)	815.75			815.75			
S106 Grace Crescent - Community Facilities (24/9/19)	0.00	160444.44	5715.00	154729.44			
S106 Grace Crescent - Community Bus (24/9/19)	0.00	26388.89		26388.89			
P3 Scheme	769.02			769.02			
Special Projects FY18	5000.00			5000.00			
Special Projects - Community Hall Operating Costs	19922.26			19922.26			
Transport consultant	240.22			240.22		Commitment to Bourn Parish Council	Is this still required?
Advertising - Village Plan (FY19)	2000.00	£173.70	1,250.00	923.70			
HH Advertising Received in Error	0.00	£150.00	150.00	0.00			
General Fund	125817.68			164200.65		Policy 1.5 times annual expenditure	Policy 1.5 times annual expenditure
Total	£157,717.95	£187,157.03	£7,115.00	£376,142.95			
Receipts		£252,725.28					
Payments			£42,122.64				

Notes to draft budget meeting

1. The Council is asked to review its budget to date.

2. Reserves review

The PC to agree the level of reserves it wishes to hold.

S106 money for Larkrise can only be spent on outdoor play facilities. The indoor facilities section of the fund has already been allocated to the Community Room

3. Draft Budget FY2021

The Council is asked to review all cells

S137 if the PC budget an amount it should only spend upto 8.32 per elector(2032). If not used the balance is released to the general reserves it can not be carried forward. Please Note NALC advice that money can not be given to churches (LGA 1894 S8)

Are there any special projects for FY 2020 that have not been put in hand and should be?

4. Precept required

The amount required to balance the budget - payments - receipts = the precept

To work out the amount a band D house pays the Precept should be divided by 980.6 (the advised collation rate). In the current FY2020 the number of Band D properties was 945.1 = £63.82

Program for the recreation ground.

2020

March aeration whole field c £500

April weed treatment of whole field £300

September decompaction of football pitch £275

Cost for 2020 £1075

2021

March aeration whole field c £500

April weed treatment of whole field £300

September decompaction of football pitch £275

Possibility of sand top dressing £640 + sand 80 tons

Cost for 2021 £2015 + sand

2022

March aeration whole field c £500

April weed treatment of whole field £300

September decompaction of both football pitches £550

Cost for 2023 £1350

It is noted that the area in front of the pavilion floods and this is almost certainly due to the football training that has occurred over the years. This area has not had any decompaction done at all. I would suggest that this is done in September 2020. Cost will be about £100.

As the grass growth on both football pitches is good even with the amount of play over-seeding is not necessary at this stage.

I will monitor to see if fertiliser is required, but I suspect that levels of growth suggest not, but will advise if required.

Chris Fuller

Mel Pooley MSc.

melvinpooley20@gmail.com

Phone - 07770411650

Quote for Recommended Work Feb 2020/Dec 2022

Assessment Date – 30/12/19

Contact- Chris Fuller

Venue – Hardwick

E-mail –

Quote Date – 30/12/19

Phone – 07557388229

Winter Sports Pitches	Cost per Pitch	Number of Pitches	Cost	Discounted Price Spring 2020	Discounted Price Autumn 2020
Aeration with Vertidrain. Senior Pitch	£275				
Decompaction with Shockwave	£275				
Sand /soil Topdressing 40 tonne per pitch Min	£8.00 per Tonne				
Overseeding	£250				
Fertilizer application	£110				
Total Cost Of Work					

Materials to be supplied by the Club /Parish Council.

Sand	Hanson	Rhys Buckley	07966499298
Seed /Fertilizer	Sherriff Amenity	See below	

Mel Pooley MSc.

melvinpooley20@gmail.com

Phone - 07770411650

Complete Weed Control	Spraying Contractor	Rod Thompson	rodthompson@cw.c.uk.com
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Please contact Mel Pooley to arrange for the work to proceed.

Hardwick Parish Council	2020/21 Band D Equivalents
Number of Properties as at 25.09.2019	1044
Actual Tax Base on 25.09.2019	985.5
Expected New Properties Chargeable for whole year	24.5
Expected New Properties Chargeable for part of the year	18.8
Less Discount under LCTS	-36.4
Less Provision for uncollectable (0.6%)	-11.8
Tax Base for the Year	980.6