

HARTFORD PARISH COUNCIL FINANCE COMMITTEE

Minutes of the Finance Committee meeting held at
Hartford Village Hall, 244 Chester Road, Hartford on
Tuesday 1st November 2011 at 7.15pm

Attended by: Cllr Gibb (Chairman)
Cllr Winterbottom
Cllr Hollens
Cllr Bowden
J O'Donoghue (Clerk)

Also attended by: Cllr Bridge (items 1,2,3)
Cllr Gibson (items 1,2,3)

1. To receive Apologies

Noted: Cllr Haffenden was unable to attend the meeting and sent his apologies

2. Disclosure of interest in items on the agenda

Noted: No member disclosed any (a) Personal, (b) Prejudicial Interests which they are required to disclose by section 94(1) of the Local Government Act 1972 and in accordance with The Parish Council (Model Code of Conduct) Order 2007.

3. Christmas 2011 arrangements

Noted: Cllrs Bridge and Gibson presented a report requesting approval of expenditure of £7,000 under delegated powers as agreed at the Parish Council meeting held on 10th October 2011, reference 10/10/11/11. It was further noted that the Co-op Community Dividend has contributed £500.00 and that Cllrs Manley and Musgrave (Cheshire West and Chester) have contributed £500 each. Cllr Bridge to confirm date of switch-on.

Resolved: a) It was unanimously agreed to approve the expenditure for supply and installation of lights to 3 trees; permanent socket for 25ft Christmas Tree, purchase and lighting.

b) It was unanimously agreed that the Finance Committee will recommend to full Council that an additional £1,000 is added to budget code 401.

4. Projections for 2011 to 2012 financial year

Noted: The Clerk presented a financial report based on current spending and commitments to the end of the 2011-2012 tax year and projected that the Council will spend a total of £149,998 against a budget of £158,665 to 31st March 2012.

5. Budget 2012 - 2013

Resolved: It was unanimously agreed to recommend to full Council that the budget be set at £101,769 (appendix A)

6. Precept 2012 - 2013

Resolved: It was unanimously agreed to recommend to full Council that the precept remain unchanged at £85,000 representing a charge per Band D property of £33.09.

7. Close of meeting

Noted: The meeting closed at 9.10pm.

Signed:

Dated:

Year	2011-2012	ANNUAL BUDGET
Month No		12
Clerk Costs		
101	Salary	15,478
102	Travel	200
103	HMRC	1,500
Total Employee Costs		17,178

Admin Costs

201	Office cost	2,444
202	Audit Fees	1,000
203	Legal Fees	500
204	Subscriptions	1,800
205	Insurance	7,000
206	QPC	500
207	Training	1,000
208	Hartford News	4,000
209	Joint Action Group	1,000
210	Professional Fees	2,000
Total Admin Costs		21,244

Maintenance

301	Village maintenance	5,000
302	Grass & hedges	3,000
303	Play area ins + main	1,000
304	Refuse/eurobin	1,000
305	Allotments	700
306	Trees	3,000
Total Maintenance Costs		13,700

Annual Payments

401	Christmas	7,000
402	Election Expenses	500
404	Films	1,500
405	S37/Grants	1,000
406	Homewatch	200

Year	2012-2013	SUGGESTED BUDGET
Clerk Costs		
101	Salary	15,803
102	Travel	200
103	HMRC	1,205
Total Employee Costs		17,208

Admin Costs

201	Office cost	2,000
202	Audit Fees	800
203	Legal Fees	500
204	Subscriptions	1,400
205	Insurance	5,000
206	QPC	0
207	Training	1,000
208	Hartford News	4,000
209	Joint Action Group	6,000
210	Professional Fees	2,000
Total Admin Costs		22,700

Maintenance

301	Village maintenance	5,000
302	Grass & hedges	3,000
303	Play area ins + main	1,000
304	Refuse/eurobin	1,200
305	Allotments	300
306	Trees	3,000
307	Cricket pavilion	1,000
308	Grange Park car park	11,800
309	Occupation Road	8,000
310	Allotment access	3,250
311	Bradburns Lane	2,000
312	Grange Wood	700
313	Ann Todd	1,000
Total Maintenance		41,250

Year	2011-2012	ANNUAL BUDGET
407	PCSO	12,000
408	Twinning	100
Total Annual Payments		22,300

Capital Expenditure

	Play equipment	
501	replacement	7,000
502	Village enhancement	2,000
507	Football Pavilion	7,500
508	Ann Todd Garden	5,000
509	Young People Provision	0
510	Grange Wood	5,000
511	Village Hall carpark	10,000
Total Amenities Costs		36,500

Village Hall

601	Repairs	2,000
603	Refurbishment	45,492
Total Village Hall		47,492

Misc

701	Chair allowance	250
703	Rent	1
704	Returned BACS	0
Total Misc		251

TOTAL EXPENDITURE	158,665
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Year	2012-2013	SUGGESTED BUDGET
Annual Payments		
401	Christmas	1,200
404	Films	1,500
405	S37/Grants	1,000
406	Homewatch	100
407	PCSO	11,800
408	Twinning	100
Total Annual Payments		15,700

Capital Expenditure

502	Village enhancement	2,000
507	Football Pavilion	660
Total Amenities Costs		2,660

Village Hall

601	Repairs	2,000
Total Village Hall		2,000

Misc

701	Chair allowance	250
703	Rent	1
704	Returned BACS	0
Total Misc		251

TOTAL EXPENDITURE	101,769
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