

## HARTFORD PARISH COUNCIL FINANCE COMMITTEE

Hartford Parish Council  
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Cheshire  
CW9 8JT

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Minutes of the MEETING held at  
Hartford Village Hall, 244 Chester Road, Hartford on  
Thursday 28<sup>th</sup> October at 7.00pm

Attended by: Cllr Hollens (Chair) Cllr Haffenden  
Cllr Bowden Cllr Hudson  
Cllr Winterbottom J O'Donoghue (Clerk)

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### 1. To receive Apologies

There were no apologies

### 2. Disclosure of interest in items on the agenda

No member, present at the meeting, 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. Approval of Minutes

Resolved: The minutes of the meeting dated 6/10/09 were approved and signed

### 4. Precept

Resolved: To recommend to Council the budget as attached appendix A; to recommend to Council a precept request of £85,000 equating to £19.14 per resident per year representing a reduction in precept request of 11% on the 2010-2011 tax year

### 5. Allocation of Reserves

Resolved: No reserves were allocated

### 6. Clerk salary award

Noted: Following a successful annual appraisal the Chair recommended that the Clerk be awarded 1 spinal point salary increase from April 2011.

Resolved: Chair to take advice from ChALC regarding the National Association of Local Councils 2011-2012 salary scales and refer to full Council at the November meeting

### Close of meeting

The meeting closed at 8.50pm

Signed:  
Chair

Dated:

Appendix A

Year	2010-2011	ANNUAL BUDGET	EXP TO DATE	end of year possible outcome	2011-2012 suggestions	
Month No		6				
<b>Clerk Costs</b>						
101	Salary	17,000	6,095	15,053	15,478	
102	Travel	200	0	200	200	
103	NIC employer contribution		1,691	1,200	1,500	
<b>Total Employee Costs</b>		17,200	7,786	16,453	17,178	
<b>Admin Costs</b>						
201	Office cost	1,300	451	1300	2,444	increase due to village hall ext and ins office equip
202	Audit Fees	150	589	589	1,000	
203	Legal Fees	200	764	1,000	500	
204	Subscriptions	1,800	1,304	1,304	1,800	
205	Insurance	3,200	3,437	3,700	7,000	increased responsibilities
206	Parish Plan	0	0	0	0	
207	Training	1,000	420	1000	1,000	
208	Hartford News	4,000	1,370	4,000	4,000	increased costs to include further publications
209	Twinning	100	0	100	100	
<b>Total Admin Costs</b>		11,750	8,335	12,993	17,844	

<b>Maintenance</b>					
301	Village maintenance	3,500	1,790	3,500	7,000
302	Grass & hedges	3,000	2,475	3,000	3,000
303	Play area ins + main	1,000	0	1000	1,000
304	Refuse/eurobin	1,000	525	1,000	1,000
305	Allotments	700	0	700	700
<b>Total Maintenance Costs</b>		9,200	4,790	9,200	12,700
<b>Annual Payments</b>					
401	Christmas	2,000	120	1000	2,000
402	Election Expenses	0	0	0	500
403	Trees	6,000	0	2000	3,000
405	S37/Grants	1,000	353	1000	1,000
<b>Total Annual Payments</b>		9,000	473	4000	6,500
<b>Capital Expenditure</b>					
	Play equipment				7,000
501	replacement	0	0	0	
502	Village enhancement	2,000	20,333	22,333	2,000
503	Traffic management	1,000	0	0	1,000
504	Archive mangement	0	0	0	0
505	Homewatch	200	0	200	200
506	PCSO	12,000	11,000	11,000	12,000
507	Football Pavilion	5,000	2,129	5,000	5,000

May 2011 election could incur cost

purchase of new equipment

508	Ann Todd Garden	2,000	0	2000	5,000
509	Young People Provision	4,000	0	0	0
<b>Total Amenities Costs</b>		26,200	33,463	40,533	32,200
<b>Village Hall</b>					
601	Repairs	2,000	0	2000	2,000
603	Refurbishment	135,000	847	135,000	
<b>Total Village Hall</b>		137,000	847	137,000	2,000
<b>Misc</b>					
701	Chair allowance	250	200	250	250
702	Emergency fund	0	0	0	0
703	Rent	0	0	1	1
<b>Total Misc</b>		250	200	251	251
<b>TOTAL EXPENDITURE</b>		210,600	55,893	220,430	88,673

**INCOME**

Precept	95,000	95,000	95,000
Rents	725	401	900
Interest	2,500	34	70
Grant/Big Lotteries mos	19,000	2,467	16,533

Invoice overpayment	0	1,553	1,553
Bequest	0	1,000	2,000
Grant/CWAC 502	0	500	1,000
<b>TOTAL INCOME</b>	117,225	100,955	117,056