



# WOOTTON PARISH COUNCIL

Minutes of a Meeting of The Finance & General Purposes Committee  
Held on Tuesday 8<sup>th</sup> December 2020 at 7.30pm via Zoom

**Councillors Present:**

Councillors Ludlow (Chair), Bristow, Morris, Werrell.

**Councillors Absent:**

None

1. There were no Apologies for Absence
2. There were no Declarations of Interest in agenda items.
3. No members of the public were present.
4. Financial update:-
  - a. The income and Expenditure Sheet was reviewed and was checked against the bank reconciliation.
  - b. It was RESOLVED
    - i. to purchase the speed sign and three posts for this – Cllr Morris to obtain cost for this.
    - ii. to purchase an Automated External Defibrillator. The location will be agreed in due course.
    - iii. to provide a grant to the Community Centre as follows, provided that the spend is completed by 28<sup>th</sup> February 2021:
      - Basket Ball Hoops £508.00
      - Playground £901.00
      - Opening Windows in the main hall for ventilation purposes up to £2,000.00 and the Community Centre to write off the Wootton Players debt in exchange.
      - MUGA Floodlights up to £1,000.00.
    - iv. to install the new fence around the playground. The Community Park and Open Spaces Committee are to action this.
  - c. It was RESOLVED to transfer the following budgeted fund to reserves:
    - i. £3350 from Highways Budget to Project Reserves.
5. It was RESOLVED to replace the noticeboard on the wall of Foxcombe Hall at a cost of £1442.20 plus VAT.
6. It was RESOLVED to propose the following budget to the Parish Council:

				<b>2021/22</b>	<b>Funded</b>	<b>Funded by</b>
				<b>Budget</b>	<b>from</b>	<b>Precept</b>
<b>Income</b>					<b>reserves</b>	<b>from</b>
		Precept		74,971.00	14,021.00	60,950.00
	<b>Total Income</b>			74,971.00	14,021.00	60,950.00
<b>Expenditure - Parish Council</b>						
	<b>Administration</b>					
		Bank Charges	LGA 1972	120.00		100.00

		s111	2021/22	Funded	Funded by	
			Budget	from reserves	Precept	
		Communications	400.00		400.00	
		Insurance	1,785.00	252.00	1,535.00	
		Meeting Costs	LGA 1972 s134	324.00	164.00	160.00
		Computer		750.00	500.00	250.00
		Chairman's Fund		200.00	83.00	117.00
			2021/22	Funded	Funded by	
			Budget	from reserves	Precept	
		Membership Fees/Subs	LGA 1972 s143	879.00		879.00
		Printing, Postage, Stationery		280.00	205.00	75.00
		Professional Fees		1,060.00		1,060.00
		Telephone	Telecoms Act 1984 s97	144.00		144.00
		Training/Books	LGA 1972 s111	2,000.00	1,550.00	450.00
		Website	LGA 1972 s111	320.00		320.00
		<b>Total Administration</b>		8,262.00	2,754.00	5,490.00
		<b>Staff Costs</b>				
		Staff Costs	LGA 1972 s112	18,120.00		18,120.00
		Clerk Expenses	LG (Fin Prov) 1963 s5	1,380.00		1,380.00
		<b>Total Staff Costs</b>		19,500.00	-	19,500.00
<b>Amenities</b>						
		<b>Ongoing</b>				
		Community Centre Loan Repayment		3,077.00	-	3,077.00
		Street Furniture		3,028.00	392.00	2,636.00
		Children's Play Area	LGA 1972 s214	500.00		500.00
		Dog Bins	Litter Act 1983 ss5,6	377.00		377.00
		Litter Picking & Disposal		1,760.00	-	1,760.00
		Other Land Maintenance	Highways Act 1980 s96	1,875.00	1,875.00	-
		Parish Land Maintenance	Open Spaces Act 1906 ss9&10	4,560.00	900.00	3,660.00
		Pavilion Maintenance		2,000.00		2,000.00
		<b>Total Maintenance Costs</b>		17,177.00	3,167.00	14,010.00
		<b>Projects</b>				
		Christmas Lights		1,000.00	600.00	400.00
		Covid-19		500.00	500.00	-

				2021/22	Funded	Funded by
				Budget	from	from
					reserves	Precept
		Highway - Speed Limits	Project Fund	5,000.00	5,000.00	-
	<b>Total Projects</b>			6,500.00	6,100.00	400.00
	<b>Grants (S137)</b>		LGA 1972 s137	5,900.00	2,000.00	3,900.00
<b>Total Expenditure</b>				57,339.00	14,021.00	43,300.00
<b>Allocation of Funds</b>						
		Car Park Fund		3,600.00	3,600.00	-
		Clerk Sickness Budget		500.00	500.00	-
		Election Fund		4,500.00	4,500.00	-
		Insurance Excess		1,000.00	1,000.00	-
		Street Lighting	Street Furniture	1,000.00	1,000.00	-
		Tree Maintenance	Parish Land Maintenance	1,000.00	1,000.00	-
		Notice Boards	Street Furniture	-	-	-
		Footpaths	Parish Land Maintenance	1,875.00	1,875.00	-
		Community Transition Fund		1,000.00	1,000.00	-
		Neighbourhood Plan		1,200.00	1,200.00	-
		Project Fund		21,000.00	3,350.00	17,650.00
		General Surplus		41,117.60	41,117.60	-
<b>Total</b>				77,792.60	60,142.60	17,650.00

7. It was RESOLVED
- for the Parish Council to hold monthly meeting in 2021, to include August and December. The Clerk will liaise with the County and District Councillors to ascertain whether there is any scope for changing from the first Tuesday to the second Tuesday.
  - For the Finance and General Purposes Committee to meet on the third Tuesday of April and September and the second Tuesday of September subject to 7a (above)
8. There were no items for information only.
9. It was RESOLVED that the next meeting of Finance and General Purposes Committee would be the 20<sup>th</sup> April 2021.

Chairman.....A. Ludlow.....

Date 5<sup>th</sup> January 2021.....