

20/FIN/09 Consideration of draft budget & precept for 2010/11

The draft budget had been circulated prior to the meeting.
After discussion the following adjustments were agreed:

	Note	£	£
Precept as presented			144077
Adjustments on Donations:			
Liss Area Historical Society	1	-300	
LPCC		-20	
1st Liss Scouts	2	-150	
Rake Village Hall		-5	
Village Design Group		-5	
Liss Athletic Juniors FC	3	-750	-1230
			<hr/>
			142847
Adjustments on Project costs:			
General reserve provision		-1000	
Tennis Court resurfacing		-250	
Tractor/ grounds equipment replacement		250	
NCPF car park repair provision		500	-500
			<hr/>
			142347
Adjustment to grounds maintenance costs:			
LCR costs	4		-200
Adjusted precept			
			<hr/>
			142147

	Note	2009/10	2010/11
Precept		£138,526	£142,147
Band D houses	5	2545.22	2563
Cost per house		54.43	55.46
Increase			1.03 1.89%

Notes:

- 1 LAHS would be advised to make a separate application for specific projects.
- 2 1st Liss Scouts were expected to fund their equipment from their own reserves.
- 3 LPC would undertake to carry out the white lining of the junior pitch. A record of the notional cost of grounds staff would be appended to LPC accounts.
- 4 It was anticipated that existing LCV funds held by LPC would cover requirements.
- 5 EHDC had provided a guide number of band D houses; this was expected to be finalised in December.

Members agreed that the revised draft precept should be presented to the November Council meeting & adopted at the December meeting after all Members had received a chance to review the proposal.

21/FIN/09 Request for grant

A request had been received from the Hants Probation Service for a grant towards the cost of replacing tools for the Community Payback teams that worked on Liss projects.
The Chairman proposed that LPC purchase tools to the value of £100 on behalf of the Service & members agreed.

22/FIN/09 Any other business

The Clerk requested permission to process 2009/10 pay awards following the NALC/Unions agreement. It was agreed that members of the Remuneration Committee would meet on 4th November to finalise the annual appraisal procedure before this was actioned.

Next meeting 1st February, 2010

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

Restructure of grounds staff

After discussion it was agreed that it was not prudent to proceed with the recruitment of an apprentice groundsman at the moment as this would have a significant impact on the precept. The matter should be reconsidered in two years time at the latest.

It was agreed that the present part time grounds maintenance worker would have his working hours reduced from 2 to 1 day per week with effect from 1st October.

Remuneration

After discussion it was agreed that the following grade adjustments would be applied with effect from 1st April 2008.

<u>Job</u>	<u>From Grade</u>	<u>To Grade</u>
Clerk	SCP33	SCP35
Assistant Clerk	SCP16	SCP24
Groundsman	SCP18	SCP19
Cleaner/Caretaker	SCP7	SCP8

All cost of living awards would be applied, back dated to 1st April, when the Employers & Unions reached a settlement.

R Mullenger
Chairman of the Council

H Linsley
Chairman of Finance

FINANCE COMMITTEE - 8th September 2008

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H Linsley
Chairman of Finance

LISS PARISH COUNCIL

Minutes of the Finance Committee held on 2nd August 2010.

Members: Cllr H Linsley Cllr R Mullenger (grounds)
* Cllr S Halstead * Cllr B Mayo (Chairman)
* Cllr L Mann (Highways) Cllr P Payne
* Cllr M Payne Cllr G Baker (Buildings)
* Cllr K Budden * Cllr A Wright

* Present

Apologies: Cllrs Baker, Linsley, Mullenger & P Payne.

10/FIN/10 Election of Chairman

Cllr Mayo, nominated by Cllr M Payne & seconded by Cllr Mann, was duly elected as Chairman for the ensuing year.

11/FIN/10 Declarations of interests

There were no declarations of interests.

12/FIN/10 Matters arising from the minutes of the meeting of 10th May 2010

There were no matters arising.

13/FIN/10 Consideration of the accounts for the four months to 31st July 2010

Main Accounts

Statement of assets & liabilities:

The statement reflected a decrease in reserves of £9.7k since the year end of 31/3/10; the Clerk explained that this was due largely to some large budget items being expended in the early part of the year, notably grants to local organisations & the Charities accounts.

Cllr Halstead asked if Liss in Bloom funds could be used for hanging baskets etc. The Clerk explained that these were funds passed over by Liss in Bloom following the collapse of their administration; what was held was being spent on the planters around the village that were maintained by volunteers.

It was also noted that LCR funds were reducing & that EHDC would have to be approached for a top up.

The Clerk drew attention to the overspend on the Princes Bridge project; this was due to additional fencing, water connection & the fact that a grant of £3k from Local Food had not yet been received.

Operating statement:

The schedule of expenses & receipts was reviewed. The Clerk said that there were no unexpected items.

Charities Accounts

The Clerk reviewed the accounts; he explained that the cost of the new village hall kitchen would reduce by £2k when the grant from the Sunley Foundation was received & the project was expected to be within budget. The cost of utilities for the village hall were a cause of concern & it was unclear how much of this was due to the inclement weather earlier in the year.

14/FIN/10 Any other business

- i) The Clerk had received an email from HALC stating that it was likely that parish rates would be capped by Government. As some costs were beyond the control of LPC, insurance, utilities, pensions etc., it would mean that budget preparation should include measures to address this problem. In discussion it was agreed that Cllr Budden would investigate alternative service providers for telephone & broadband, the Clerk would investigate alternatives for utility & insurance providers.
- ii) The Clerk reported that Zurich Insurance had settled a claim against the Council for personal injury arising from a failure of the seat in a bus stop. The insurance company had labelled this as a failure to meet statutory duty. The Clerk recommended that, to avoid future claims, all seats be removed from bus shelters. The Committee rejected this proposal & felt that a tighter inspection regime would resolve the issue.
- iii) The Clerk had received a request from the Chairman of Grounds to hire a skip to clear rubbish from the old station shed on the Railway Walk. This was approved in the sum of £200.
- iv) It was agreed that LPC meet the cost of lunch for the consultation visit on 4th August by a representative of A Thornton who were involved in the Village centre enhancement.
- v) It was agreed that the grant application from HIOV Victim Support would be considered on receipt of statistics from them at the Police Liaison Committee meeting.
- vi) Cllr Wright asked what the position was on the SE Water quote to connect Princes Bridge allotments. The Clerk said that SE Water had re-quoted in the same sum & that Cllr Mullenger was negotiating with them. It was agreed that alternatives should be investigated with Mr Grant.

Next meeting **1st November 2010**

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

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R Mullenger
Chairman of the Council

H Linsley
Chairman of Finance

LISS PARISH COUNCIL

Minutes of the Finance Committee held on 1st November 2010.

Members:

* Cllr H Linsley	* Cllr R Mullenger (grounds)
* Cllr S Halstead	* Cllr B Mayo (Chairman)
* Cllr L Mann (Highways)	* Cllr P Payne
* Cllr M Payne	* Cllr G Baker (Buildings)
* Cllr K Budden	* Cllr A Wright

* Present

Apologies: There were no apologies.

15/FIN/10 Declarations of interests

Cllrs Mann, Halstead, Mullenger & Wright all declared prejudicial interests on matters relating to LPC donations to organisations where they were appointed as trustee representatives of LPC

Cllr Halstead declared a personal interest in matters relating to tennis court maintenance arising from her membership of the Liss Tennis Club.

Cllr Mann declared a prejudicial interest in any discussion on staff remuneration arising from his spouse's employment by LPC.

16/FIN/10 Matters arising from the minutes of the meeting of 2nd August 2010

There were no matters arising.

17/FIN/10 Consideration of the draft budget for 2011/12

Draft budget papers including schedules of reserves & accounts for the current year to 31st October had been circulated prior to the meeting.

The Clerk explained the assumptions applied to the compilation of the budget & the following matters were discussed & agreed.

Temporary speed reminders - Cllr Mann & the Clerk would meet with Bramshott & Liphook PC to discuss the possibility of sharing with their forthcoming purchase. Any LPC purchase or costs of sharing to be funded from existing reserves.

Basketball court resurfacing LF rec - it was agreed that the work was necessary to protect the asset & the cost should remain in the budget.

CCTV upgrade - any work necessary would be met from existing earmarked reserves.

Tennis court resurfacing - there were existing earmarked reserves to allow for a 2 year budget provision holiday.

Village Plan production - Members agreed that a sum of £1000 be vired from existing earmarked reserves for computer equipment to a Village plan reserve.

Liss Athletic Juniors - some confusion had arisen over the white lining of pitches that, in the past, LPC had made a grant to the club in return for them marking the pitches themselves. Now that LPC were marking pitches again, the club were still expecting the same grant. It was agreed that the original arrangement should be re-offered to the club; i.e. that LPC either mark the pitch or make a grant.

The following adjustments to the draft budget were agreed:

	Note	£	£
Precept as presented			148171
Adjustments on running costs:			
LFC juniors donation	1	100	
LAHS donation	2	-300	
Village Voice costs	3	-500	
Election costs	4	-1000	
LCV/LIB costs	5	-400	
			-2100
			146071
Adjustments on Project costs:			
Allotment water supply	6		-1400
Adjusted precept			144671

	<u>Note</u>	<u>2010/11</u>	<u>2011/12</u>
Precept		£142,147	£144,671
Band D houses	7	2572.33	2572.33
Cost per house		55.26	56.24
Increase			0.98 1.78%

Notes:

- 1 LAFC juniors donation included at normal rate - see above.
- 2 LAHS request for 100% increase be rejected.
- 3 Village Voice be reduced to 2 editions pa but greater use of LPC website to offset information supply to residents.
- 4 Cost of contested election be spread over election term with provision for bye elections.
- 5 LCV/LIB costs met from reserves held on their behalf.
- 6 Cheaper option for laying on water supply to Princes Bridge be taken. Riverside walk site to be considered in 2012/13.
- 7 EHDC advice is to use 2010/11 number of band d houses pending EHDC Council approval of final numbers.

It was agreed that revised draft budget figures be circulated to all Members. It was understood that further changes might arise pending meetings of the Remuneration Committee & the supply of final housing numbers by EHDC.

18/FIN/10 Consideration of the schedule of charges for 2011/12

Cllr M Payne asked why such a large subsidy was made towards the cost of allotments. In discussion it was agreed that part of LPC responsibility was to provide recreational facilities to all members of the community regardless of their ability to pay.

Cllr Baker urged more publicity for the hiring of the village hall now that it was equipped with a modern kitchen. The schedule of charges as presented, proposed by the Chairman & seconded by Cllr P Payne, was agreed.

Cllr Linsley said that it was now for Members to agree the principle behind the proposed budget; the choices were to freeze it at 2010/11 level, giving an effective reduction if house numbers reduced, or to allow any increase in house numbers to absorb any increase in budget, or to accept a small increase.

In discussion Members argued that the current projected increase was very small & largely unavoidable. The Chairman, seconded by Cllr P Payne, proposed that the position following the agreed adjustments be maintained & Members agreed.

19/FIN/10 Requests for donations

The Clerk explained that the WRVS Luncheon Club had requested a contribution towards the emergency catering costs incurred when the range cooker failed. A payment of £150, proposed by Cllr Linsley & seconded by Cllr Mullenger, was approved.

20/FIN/10 Any other business

Cllr Baker presented estimates for the redecoration of the kitchen & lobby in the village hall. After discussion it was agreed that Cllr Baker should negotiate the price with the contractor to see what discount could be obtained.

Cllr Baker informed the meeting that estimates received so far for the pavilion redevelopment seemed to be in the region of £350k & it was agreed that this made the project unviable. Cllr Baker would investigate other options available.

Cllr Linsley requested that the draft budget be put to November Council & be adopted formally at December Council.

The Clerk felt that, as there were still some significant adjustments to be considered, it made it difficult to discuss the budget in open meeting at present.

The Chairman closed the meeting at 21.30hrs.

Next Meeting: 19.30pm Monday 31st January 2011

FINANCE COMMITTEE - 8th September 2008

19/FIN/08 Exempt Items

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