

**Minutes of the meeting of Belbroughton and Fairfield Parish Council Finance Committee held on 20<sup>th</sup> January 2020 at The Jubilee Room, Belbroughton Recreation Centre.**

**Present:** Councillors: A Hood, G Ingram, A Mabbett and, S Nock.

In attendance, the clerk.

0 members of the public.

**21/20 Apologies.** Apologies had been received and were accepted from Cllrs. A Homer and Dr. R Morgan.

**22/20 Declarations of interest.** None.

**23/20 Dispensations.** None requested.

**24/20 Minutes of previous meeting.**

The minutes of the meeting of 9<sup>th</sup> December 2019 were approved by the Committee and then signed by the Chairman.

**25/20 Bank reconciliation.**

The Committee noted the monthly reconciliation carried out by Cllr. Nock and he duly signed the bank statements and the 'Quickbooks' reconciliation prints for Council records.

The Committee agreed that Cllr. Hood would carry out the next reconciliation procedure at the February 2020 Finance Committee.

**26/20 Accounts for Payment.**

The clerk circulated the list of items for payment totalling £6,873.67. The Committee authorised the payments. The Committee authorised Cllrs. Mabbett and Nock to confirm the transfer between bank accounts and the electronic payments schedule.

**27/20 Income and Expenditure**

The Committee reviewed the 'third quarter' financial position of the Council being the nine months to 31<sup>st</sup> December 2019.

It noted the impact of the repairs to the surface of the Fairfield Recreation Ground 'PlayArea' with a cost of £4,500 under the 'Maintenance' line.

Also there were one off costs of £5,500 incurred in the clearance of vegetation at the Little Bell Hall Pool, Belbroughton site.

Capital Grants have been offered to parish bodies but these had yet to be drawn down.

## April through December 2019

	Apr - Dec 19	Budget	£ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Lengthsman Scheme	1,982.85	2,359.00	(376.15)	84.1%
Meeting Room Rent	900.00	900.00	0.00	100.0%
Precept (Council Tax)	65,000.00	65,000.00	0.00	100.0%
VAT refund	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>67,882.85</b>	<b>68,259.00</b>	<b>(376.15)</b>	<b>99.4%</b>
<b>Gross Profit</b>	<b>67,882.85</b>	<b>68,259.00</b>	<b>(376.15)</b>	<b>99.4%</b>
<b>Expense</b>				
<b>Administration</b>				
Audit Fee	676.00	600.00	76.00	112.7%
Clerk's Expenses	1,519.15	1,867.53	(348.38)	81.3%
Computer Supplies	131.79	187.00	(55.21)	70.5%
Council Insurance	1,670.90	1,800.00	(129.10)	92.8%
Rent	1,139.75	900.00	239.75	126.6%
Stationery	4.99	30.01	(25.02)	16.6%
Training	30.00	150.02	(120.02)	20.0%
<b>Total Administration</b>	<b>5,172.58</b>	<b>5,534.56</b>	<b>(361.98)</b>	<b>93.5%</b>
Clerk's salary	14,840.72	14,602.77	237.95	101.6%
<b>Communication</b>				
CALC	939.38	900.00	39.38	104.4%
Newsletters and Annual r...	0.00	100.00	(100.00)	0.0%
Parish Magazine	272.00	300.00	(28.00)	90.7%
Website	173.97	165.00	8.97	105.4%
<b>Total Communication</b>	<b>1,385.35</b>	<b>1,465.00</b>	<b>(79.65)</b>	<b>94.6%</b>
Contingency	0.00	0.00	0.00	0.0%
Councillors expenses	0.00	450.03	(450.03)	0.0%
Election Costs	0.00	0.00	0.00	0.0%
Footway Lighting	221.37	300.00	(78.63)	73.8%
Legal and Professional	35.00	35.00	0.00	100.0%
<b>Maintenance</b>				
Fairfield Rec Insp of play...	332.50	350.00	(17.50)	95.0%
Maintenance- other	4,657.68	3,348.00	1,309.68	139.1%
<b>Total Maintenance</b>	<b>4,990.18</b>	<b>3,698.00</b>	<b>1,292.18</b>	<b>134.9%</b>
Maintenance Grants	4,815.00	4,815.00	0.00	100.0%
Meeting Room	0.00	0.00	0.00	0.0%
<b>Open Spaces &amp; Footpaths</b>				
Belbroughton green spac...	4,082.93	3,238.52	844.41	126.1%
Emptying Poop-a-scoop ...	3,485.66	2,437.00	1,048.66	143.0%
Fairfield Green Spaces	716.14	1,787.00	(1,070.86)	40.1%
Footpaths Maintenance	247.65	1,875.01	(1,627.36)	13.2%
Grass Mowing	4,610.00	5,333.00	(723.00)	86.4%
Grit for bins	60.00	250.00	(190.00)	24.0%
Lengthsman	1,945.85	3,565.00	(1,619.15)	54.6%
Little Bell Hall pool	5,940.00	500.00	5,440.00	1,188.0%
Maintenance of Badgers C...	0.00	300.00	(300.00)	0.0%
Tree work	(20.00)	0.00	(20.00)	100.0%
<b>Total Open Spaces &amp; Foot...</b>	<b>21,068.23</b>	<b>19,285.53</b>	<b>1,782.70</b>	<b>109.2%</b>
Section 137 Expense	612.00	669.00	(57.00)	91.5%
<b>Total Expense</b>	<b>53,140.43</b>	<b>50,854.89</b>	<b>2,285.54</b>	<b>104.5%</b>
<b>Net Ordinary Income</b>	<b>14,742.42</b>	<b>17,404.11</b>	<b>(2,661.69)</b>	<b>84.7%</b>

### April through December 2019

	Apr - Dec 19	Budget	£ Over Budget	% of Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Agriculture Holdings Rents..	6,819.88	5,737.50	1,082.38	118.9%
F'ield Villa F C Rent	2,096.04	2,025.00	71.04	103.5%
Investment Income	3,400.84	3,375.00	25.84	100.8%
Other Income	3,600.00	3,600.00	0.00	100.0%
The Green Boundary Agreem...	0.00	0.00	0.00	0.0%
Ward Members Funds	0.00	0.00	0.00	0.0%
Wayleaves	445.98	187.00	258.98	238.5%
<b>Total Other Income</b>	<b>16,362.74</b>	<b>14,924.50</b>	<b>1,438.24</b>	<b>109.6%</b>
<b>Other Expense</b>				
Clerk 25% allocation	4,950.00	4,500.00	450.00	110.0%
Grants to Parish Bodies	1,200.00	5,000.00	(3,800.00)	24.0%
Minor Grants	1,000.00	1,000.00	0.00	100.0%
Parish Project Expenditure	869.00	5,922.00	(5,053.00)	14.7%
Ward Members Funds Grants	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>8,019.00</b>	<b>16,422.00</b>	<b>(8,403.00)</b>	<b>48.8%</b>
<b>Net Other Income</b>	<b>8,343.74</b>	<b>(1,497.50)</b>	<b>9,841.24</b>	<b>(557.2)%</b>
<b>Surplus Totals</b>	<b>23,086.16</b>	<b>15,906.61</b>	<b>7,179.55</b>	<b>145.1%</b>

#### **28/20 Traffic Calming - Stourbridge Rd. Fairfield**

The Committee recommended that Worcester County Council are contracted to provide an area of hardstanding on County council land on Stourbridge Road Fairfield for use by the Safer Roads Partnership for locating their speed camera vehicles. The cost advised by the County Council is £2,500.

County Cllr. Shirley Webb has indicated that she should be able to provide some financial support from her Divisional fund 2020/21.

#### **29/20 County Cllr. May Divisional Fund**

The Committee noted outstanding funds were held for improvements in Belbroughton ward and it will aim to have pledged these against specific items of expenditure before the end of the financial year. Possible uses were contributions to the Little Bell Hall Pool survey and if agreed as a project to a CCTV installation.

#### **30/20 Maintenance Work**

Cllr. Hood advised that a County Council light on the A491 adjacent to the Indian restaurant was unlit and that the 'keep left' bollards and directional signs in the area required cleaning.

**Action:** the clerk would report to the W.C.C. Hub.

Cllr. Mabbett advised of a large pothole on Brook Road, Fairfield.

Cllr. Ingram advised of a large pothole on Hartle Lane, Belbroughton.

**Action:** the clerk would report to the W.C.C. Hub.

**31/20 Any other Finance Business**

The Committee noted that the District Council had advised in an e mail to the clerk that it would wish to commence charging the Parish Council from April 2020 for emptying of litter bins and that this charge in future should be passed onto residents. The bins involved had been purchased many years ago by the Parish Council to assist the District Council with its obligation to keep the area litter free.

The clerk had requested details of the figures involved and the Committee would recommend a response to the District Council when these were known.

However, it noted that the Parish Council's budget for 2020/21 had already been approved prior to receipt of the e mail from the District Council.

The meeting closed at 8.45 pm.

Signed.....Chairman