

OTTERBOURNE PARISH COUNCIL **1993**
Minutes of the Finance Meeting 07 November 2011 in Otterbourne Village Hall

Attending: Cllrs Kelly (C); Jones; Acton; Doherty; Oldham; Clerk

1. **Apologies:** None

2. **Assessment of Parish Accounts**

A report was distributed to all Councillors showing account balances, reserves and funding. The Co-operative Current Account had been closed and £1,968 transferred to Lloyds TSB Account. The Co-operative Guaranteed Investment Account at £35,000 represented long term investments. The Lloyds TSB Account end of year balance to be c/f was estimated at £4,360 based on an Expenditure and Income Analysis to end of year.

3. **Overheads Expenditure and Forecast Income 2012/13**

The Recreation and Amenities Acting Chair and Planning and Highways Chair had submitted reports for expected works during 2012/13. Draft costings had been made. A draft Analysis of Overheads Expenditure had been drawn up based on these costings and budgets from the last three years. This was distributed to all Councillors together with Precept Preparation Notes. Individual Items of Overhead Expenditure were considered and adjustments made. Items of note: Allotments: balance after overheads to be set aside as fund for the water pipe replacement. Churchyard maintenance: to PCC increased 10% to £480; to Conservation Gp increased to £150. Civic Service: £200 for 2012/13 OPC hosts. Clerk's Salary: increment awarded to Pt 25 +1 for RFO (top of LC1 Scale) Donations/Free Resource: £25 war memorial wreath; £120 Parish magazine; £400 SOCCT. Miscellaneous: £35 Data Protection; £250 Royal Mail PO Box; £15 Other Petty Cash: £70 increase for 2nd newsletter Recreation Ground Play/Youth Areas: includes £550 for 1st year set aside for repainting/staining. Signs Maintenance: £100 increase for additional use of SLR sign. Total Overheads Expenditure estimated for 2012/13 was determined and agreed at £30,817. Total Forecast Income estimated for 2012/13 was agreed at £6,171. Total Additional Expenditure was agreed at £7,080 of which £1,450 was c/f from 2011/12. The Year on Year column detailed % changes.

4. **New Proposals for Expenditure 2012/13 and c/f Proposals from 2011/12 (to be actioned)**

Proposals agreed for Additional expenditure in the budget:

New Salt Bin for Village Hall	£180
Jubilee Project	£500
New Village Signs (provision for all in quotation)	£2,200
Improvements and New Planting around Bus Shelters	£250
Youth Facilities railway sleeper wall replacement/repairs	£2,500
Expenditure set aside from 2011/12 Proposals agreed to be carried forward:	
Jubilee Project	£1,000
Recreation Ground Welcome Sign	£250 (reduced from £500)
War Memorial Works	£200 (reduced from £1,000)
Total Additional Expenditure agreed £7,080	

5. **Recommendation of Precept for 2012/13**

It was agreed £1,450 of funds would be used from the Lloyds TSB account covering the Expenditure c/f from 2011/12. This produced a Precept requirement of £30,276 against £29,227 in 2011/12 = 3.59% increase equating to £43.25 per household of 700 total within Parish.

Clerk to Agenda for 15 November 2011 Parish Council meeting for full Council approval.

Meeting closed at 9.50 pm.