

Minutes of the Finance and Staff Committee of Aston Clinton Parish Council -  
held on 6<sup>th</sup> January 2016 at 6.30pm  
at Aston Clinton Parish Meeting Room

**Present:**

Councillors: -

S Beaumont (Chairman)

A Mooney

P Hughes

M Osborn

Clerk: G Merry

No Members of the public

**16.001 Apologies:**

Apologies had been received from Cllr Birch

**16.002 To Approve the Minutes of the last Meeting held on 25<sup>th</sup> November 2015**

The minutes were agreed and signed.

**16.003 Declarations of Interest:**

There were no declarations of interest

**16.004 Public Participation**

There were no items

**16.005 Financial Situation Reports**

- i. Month-end report Dec 2016: The Clerk presented the month-end accounts. Receipts for December amounted to £4862 and payments for the month stood at £11,506.63. The payments making up 'miscellaneous' was questioned and the clerk went through the items, confirming that next year's structure should allow for these to be better allocated into budget headings.
- ii. Status of individual budgets: The Clerk presented the budgeting spreadsheet and reported that the predicted year-end surplus would be less than previously thought – around £15,000 so there was a need to monitor spending over the final 3 months. The clerk also clarified the procedure for reclaiming \$106 money from AVDC which would pay for the MUGA and the new signage. There was a need to have the MUGA formally inspected before funding could be released, and the clerk has organised this.
- iii. Payments to be agreed: The list of payments was presented as follows and AGREED.

**Outstanding Invoices - End December 2015 - to be agreed -  
AS AT 31/12/15**

<u>Date</u>	<u>Company</u>	<u>For</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
30/11/ 2015	Bucks CC	Road Salt Bags	£ 240.00		£ 240.00
01/12/ 2015	Buckland Landscapes	Footpath Clearance (AC35 and 10)	£ 595.00	£ 119.00	£ 714.00
03/12/ 2015	Buckland Landscapes	Gate areas to play park	£ 140.00	£ 28.00	£ 168.00
03/12/ 2015	Buckland Landscapes	Footpath Clearance - Putnam's Drive (- Quote 4335ND)	£ 390.00	£ 78.00	£ 468.00

04/12/	Buckland		£	£	£
2015	Landscapes	Nov. Site Maintenance	522.50	104.50	627.00
07/12/	E Sharp	New Rd, Bishopsfield, Green End St,	£	£	£
2015	Electrical	Beaconsfield Rd	673.39	134.68	808.07
16/12/			£		£
2015	Fire F.M.	New Fire Extinguisher	49.80		49.80
17/12/	The Osprey		£	£	£
2015	Company	New Park Signage	2,185.00	437.00	2,622.00
17/12/	Buckland	Clearance to Rear Boundary of Park	£	£	£
2015	Landscapes	(Quote 4227ND)	395.00	79.00	474.00
		Boundary, fallen trees, copse,			
17/12/	Buckland	willow tree, trim trail - (Quote	£	£	£
2015	Landscapes	4217ND)	1,180.00	236.00	1,416.00
		Strimming beach area, clearing			
17/12/	Buckland	brush and nettlebed - (Quote	£	£	£
2015	Landscapes	4255ND)	1,040.00	208.00	1,248.00
		Clearance by stream, lower			
17/12/	Buckland	meadow, lower copse (Quote	£	£	£
2015	Landscapes	4343ND)	1,730.00	346.00	2,076.00
				£	
22/12/			£	15,927	£
2015	Caloo	MUGA (less markings)	79,639.00	.80	95,566.80
23/12/			£		£
2015	BALC	Councillor Training x 3	95.22		95.22
23/12/			£	£	£
2015	Power Rod	Attend blocked drains	150.00	30.00	180.00
24/12/	E Sharp		£	£	£
2015	Electrical	Lamps Twitchell Lane	250.93	50.93	301.86
31/12/	Eamonn	Bins, toilet clean, pot holes in car	£		£
2015	McGoldrick	park	205.00		205.00
		Dog Bins - emptying and cleaning			
04/01/		(Jan-Mar 16) plus 3 x new	£		£
2016	AVDC	installations	1,075.93		1,075.93
				<u>£</u>	
			<u>£</u>	<u>17,778</u>	<u>£</u>
			<u>90,556.77</u>	<u>.91</u>	<u>108,335.68</u>

## 16.006 Precept Planning

The clerk had finished budget estimates for next year and had added in an amount for the proposed lamppost replacement programme. The estimated figures were as follows: -

### PROPOSED BUDGET SUB-HEADS

2016-'17

Estimates for Precept

#### Payments

Salaries	Includes NI, Tax and LGPS	£37,269.00
	Members and Staff expenses as per new	0
Expenses	policy	£407.00
Insurance		£1,686.00
Office costs	Inc. Mortgage, stationery, postage, printing,	£8,241.00

	accounting package	
Training	Members and Staff	£1,180.00
Audit/Election		£1,173.00
Subs	Subscriptions to SLCC, BALC etc.	£952.00
S137	Must have its own column	£100.00
Street and Car Park Lighting	BT and EON Bills	£9,458.00
Eurobins/Dog Bins	Known costs can be predicted	£4,593.00
		£12,060.0
Premises (Youth Club/Cafe) & Repairs	Repairs anticipated , plus cost of caretaker	0
Grounds Maintenance:		£50,083.0
Park/Churchyard/Footpaths	Known costs	0
		£40,100.0
Programme/Projects	The 'wish list' projected costs.	0
NHP	Separate column until it's over	£4,400.00
Misc	This year's estimated + 10%	£5,000.00
		<b>£176,702.</b>
		<b>00</b>
<b><u>Receipts</u></b>		
Cafe Base Rent		£6,660.00
Cafe Turnover Rent (estimate)		£5,000.00
Football Permits		£3,000.00
Other Park Permits		£830.00
Burials (estimate)		£2,790.00
Grants (not S106)		£3,000.00
Allotments		£385.00
Misc		£500.00
		<b>£22,165.0</b>
		<b>0</b>

A precept figure of £176,702 was discussed in line with forecasted payments estimate above, with the forecast receipts of £22,165 being considered as contingency. This would amount to £8.79 per household per month, an increase of £1.36 from this year. It was felt though that this year, the residents would have been able to see the outcome of where their money had been spent, as the benefits to the village were clearly visible. This would also allow for the council to save - something which it has not been able to do for a long while.

**MOTION:** Cllr Beaumont PROPOSED a precept demand for 2016-17 of £176,702 be recommended to full council, SECONDED by Cllr Osborn and AGREED unanimously.

#### **16.007 Date of next meeting**

This will be held on Wednesday 27<sup>th</sup> January 2016 at 6.30pm

The meeting closed at 7.20pm

Signed ..... Date .....