



HADDENHAM Parish Council

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MINUTES FULL PARISH COUNCIL MEETING Monday 7th January 2019, 7.30pm Day Centre Lounge, Haddenham Village Hall

Present: Cllrs Mrs. Aston, Ms. Bedding, Mr. Edwards, Mr. Lyons, Mr. O'Hanlon, Ms. Poole,
Mr. Sharp, Mr. Truesdale, Mr. Wheeler, and Mr. Young.
District Cllr Mr. Foster
Clerk Ms. Gilbert
7 members of the public

PC19 100 APOLOGIES

Apologies for absence were received and accepted from Mr. O'Loughlin (illness).

PC19 101 DECLARATIONS OF INTEREST

All Councillors have a pecuniary interest in setting the parish precept, therefore dispensations were granted to all Councillors for the setting of the precept for 2019-20.

PC19 102 MINUTES

The minutes of the Parish Council meeting held on 3rd December 2018 were AGREED as a true record and signed.

PC19 103 COUNTY AND DISTRICT COUNCILLOR REPORTS

Bucks County Council - Mr. Harriss was not present to give a report.

Aylesbury Vale District Council -

Apologies were received from Mrs. Brandis.

Mr. Foster

On 17th January the Orders will go before parliament for the new unitary authority. The next day information will be published on the AVDC website about the timetable for transition. The first unitary authority will run for 5 years, and following terms will be 4 years.

PC19 104 REPORTS FROM OUTSIDE BODIES

- (i) Youth and Community Centre- Mr. Truesdale
Work will start on the kitchen on 11th February 2019.
- (ii) Social Centre Management Committee - Mrs. Aston
A meeting was held on 19th December 2018. It was agreed to appoint Paul Ridout of IBB as the solicitor to advise on the charity changing its constitution to become a Charitable Incorporated Organisation (CIO). PCMS will be coming to the next meeting on 16th January to present some initial options for improvements to the village hall. Quotes are being obtained for the installation of a hearing loop.

- (iii) Community Library - Mr. Sharp
The next meeting will be held at the beginning of February.
- (iv) Playing Field Management Committee - has not met.
- (v) Sports and Social Club Committee - has not met.
- (vi) Banks Park Recreation Ground Trust - has not met.
- (vii) The receipt of the Deed of Surrender for the Bucks CC Day Centre to Banks Park Recreation Ground Trust was noted and it was AGREED that two Councillors would sign it when the utility bills have been finalised.
- (viii) Haddenham Safe Walking and Cycling Group - has not met.

PC19 105 FINANCE AND GENERAL PURPOSES

(i) The draft minutes of the meeting held on 17th December 2018 were noted.

(ii) The list of payments was noted.

Date	Payee	Items	Cheque No. DD / BACS	Amount
05/12/2018	AVDC	Woodways pavilion business rates (9)	DD	£ 62.00
10/12/2018	BT	PC office broadband service 01/10-31/01/19	DD	£ 80.76
10/12/2018	Aylesbury Office Supplies	Stationery	BACS	£ 34.76
10/12/2018	AVDC General	Planning application Tennis Courts / Car Park	BACS	£ 371.00
10/12/2018	Payroll Management	Payroll service Dec18	BACS	£ 55.20
10/12/2018	David Truesdale	Reimbursement parking BMKALC meeting 07/12	BACS	£ 2.50
10/12/2018	PCMS design	Design services HYCC kitchen refurb	BACS	£ 2,400.00
14/12/2018	Everflow	Water - workshop; Church End Pond; Rudds Pond	DD	£ 145.24
18/12/2018	SSE	street light electricity 02/11-03/12/18	DD	£ 868.36
13/12/2018	B&CE	pension contributions Dec18	DD	£ 291.22
10/12/2018	ACE Pest Control	rodent control ponds and allotments	6177	£ 85.00
21/12/2018	Lloyds Bank	bank charges 10/10-09/11/18	DD	£ 5.00
21/12/2018	GeoXphere	Parish Online annual subscription 01/01-31/12/19	BACS	£ 90.00
21/12/2018	Mark Nicholson Fencing	Tree felling & pollarding at Snakemoor	BACS	£ 504.00
21/12/2018	Eldridge Electrical	new street light columns Quakers Mead x4; repairs to 2 lights; new lantern longwall; column numbering	BACS	£ 4,364.40
21/12/2018	John Wheeler	Reimbursement refuse bags - Wilko	BACS	£ 13.00
21/12/2018	THC services	Asbestos surveys at village hall and Woodways pavilion	BACS	£ 810.00
21/12/2018	Ben Quarman Electrical	Electical installation survey - Woodways pavilion	BACS	£ 396.00
21/12/2018	Lock & Key Centre	Replacemnet barrel for Woodways pavilion door lock	BACS	£ 159.60
21/12/2018	Playing Field Management Committee	contribution towards emergency lock replacement at pavilion	BACS	£ 185.00
21/12/2018	ARD Playgrounds	quarterly playground inspection - Woodways Dec18	BACS	£ 53.40
21/12/2018	Nationwide Building Society	Transfer to savings account	BACS	£ 75,000.00
28/12/2018	HMRC	Tax NI Dec2018	BACS	£ 1,396.15
28/12/2018	Staff	salaries Dec 2018	BACS	£ 3,611.14
28/12/2018	S. Gilbert	reimbursement mileage & xmas PC refreshments	BACS	£ 37.12
31/12/2018	e.on	Workshop electricity	DD	£ 10.34
Playing Field Account				
19/11/2018	Lloyds Bank	Bank charges 10/10-09/11/18	DD	£ 5.00
TOTAL				£ 91,036.19

(iii) The draft Business Plan for 2019-20 was presented (see appendix) and AGREED.

- (iv) All Councillors received a detailed budget proposal for 2019-20 ahead of meeting and a summary was presented (see appendix). The budget for 2019-20 was AGREED.
- (v) The precept for 2019-20 was AGREED to be set at £357,470.
- (vi) Two quotes for providing and maintaining IT services for the Council have been received. There were some concerns about the quote from myCouncilOnline which is a new offering from BNS whose principle business is in payment processing so may not be viable in the longer term. Since receiving the quote, BMKALC have now come to an arrangement with iCloudy to offer a discount to local councils. It was AGREED to progress this through an informal meeting with iCloudy with DELEGATED authority to the Clerk to proceed after receiving feedback from Councillors following that meeting.
- (vii) The emergency expenditure on the new lock and keys for Woodways pavilion was noted (see list of payments).
- (viii) No further updates from the Chair.

PC19 106 COMMITTEE TERMS OF REFERENCE

The terms of reference for the standing committees have been updated and circulated. It was AGREED that there should be an informal meeting of the committee Chairs and Vice-Chairs to agree the committee structure and terms of reference.

PC19 107 SCHEME OF DELEGATION

The scheme of delegation was AGREED subject to changes in the terms of reference.

PC19 108 PLANNING

Mr. Truesdale reported.

An update on the expressway proposals has been circulated. Haddenham is not in the corridor so it would not be wise to raise objections at present. There will be an impact locally as the VALP inspector's comments have suggested additional growth across the district will be expected as a result of the expressway. The Government is increasingly trying to re-engineer the planning system, in particular to allow more permitted development. A consultation is open at the moment so the Parish Council could comment. Professional bodies are all sending comments. It is all very technical but more general comments could be sent especially concerns regarding Chiltern House. It was AGREED to DELEGATE to the Clerk to send a response.

PC19 109 ENVIRONMENT

Mr. Young reported

There has been some vandalism to the bollards on Green Lane, all six have had their padlocks smashed off. Thanks go to Mark Nicholson, Robyn Thorogood and Michael Whitney who have sorted this out. The crime has been reported to the police and the site will be monitored.

The ivy has been removed from the front wall of St. Mary's Church and the wall is in a very poor state. The duck house is also falling down and needs to be removed. These will need to be dealt with as soon as possible.

The PC was thanked for the maintenance carried out on the BMX track.

Mr. Lyons reported that the annual wassail went very well last Saturday.

PC19 110 ALLOTMENTS AND SNAKEMOOR

Mr. Wheeler reported

The hedge on the Wykeham Way boundary is still being re-laid. This Saturday the annual quiz will be held which is the main fund raiser for the allotment society.

One of the paths on Snakemoor has been closed off for conservation purposes.

PC19 111 COMMUNICATIONS

- (i) The draft minutes of the meeting held on 11th December 2018 were noted.

- (ii) Ms. Bedding had resigned as Chair of the committee so Mr. Truesdale reported as he chaired the meeting.
The Village Guide has gone to print.
The new website is progressing and will hopefully be ready for the next meeting. A link will be circulated for Cllrs to view the work in progress.

PC19 112 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

Nothing to add.

PC19 113 DATES OF FUTURE MEETINGS

Environment Committee	Monday 28 th January 2019
Planning Committee	Monday 28 th January 2019
Finance and General Purposes Committee	Monday 18 th February 2019
Parish Council	Monday 4 th March 2019
Communications Committee	Monday 11 th March 2019

All meetings to be held in the Day Centre Lounge, Haddenham Village Hall.

PUBLIC PARTICIPATION

- The AGM of Haddenham Village Society takes place on Wednesday this week.
- On Thursday evening there will be a meeting of the community group set up to bid for the Green Dragon. It would be useful to know if any other groups or individuals are expressing an interest.
- The big chairs on the room are making it difficult for the members of the public to hear the meeting.

CONFIDENTIAL ITEMS

None.

CLOSURE OF THE MEETING

The meeting closed at 9.40pm.

Signed: _____
Chair

Date: 4th March 2019

Appendix

PC 19 105 (iii) HPC Business Plan 2019/20 (and beyond): Objectives & Priorities

1. Dealing with the impact of being a “strategic settlement”: 50% growth (1000 homes) will see the transfer to the PC of extensive new facilities, funding opportunities and impact issues.

- Handover and taking into management of open spaces, swales, playgrounds and other infrastructure not adopted by senior Councils or management companies at Dollicott, Airfield, Aston Rd, and (probably) HAD007 development sites
- Plan and build 2 pavilions (Airfield and Aston Rd)
- Agree template for future management and letting arrangements of pavilions (and potentially other assets)
- Resolution of site issues for proposed burial ground
- Prepare a business plan for becoming a burial authority (incl. staff and budget implications)
- Improve existing playgrounds
- Support Village Hall Management Committee with reinvestment proposals and financing per Neighbourhood Plan objective
- Master plan for Woodways: implement project for additional tennis courts and parking improvements; carry out feasibility for future of Woodways pavilion per NP objective; review following departure of junior football and cricket.
- Fund traffic impact study
- Aston Road car park
- Review impact of parking scheme in streets near the railway station
- Review Neighbourhood Plan when VALP and NIC-related proposals known

2. Adopting a planned approach to managing our assets: knowing what we have, what condition it is in, and having the reserves to repair and replace in a more planned and less reactive way with fewer surprises.

- Streetlights – 208 and ageing
- Premises (as freeholder/landlord at Banks Park; Woodways; development sites)
- Ponds x3 (work indicated at Banks Rd and Church End)
- Trees (BCC transfer?)
- Playgrounds (high wear and tear)
- St Mary’s churchyard: maintenance and major repair of boundaries
- Orchard – currently managed via volunteer group (but be aware could change, and doesn’t absolve PC)
- Snakemoor – ditto Orchard comment
- Green Lane maintenance plan – possibly via volunteer group
- Financial planning to include appropriate reserves

3. Modernising our systems and procedures, creating better capacity, and becoming match-fit to take on new responsibilities in the unitary era

- Implement new accounting software and familiarisation (annual fee payable)
- Review Committee structure, cycles, terms of reference and delegation
- Office premises (see below)

- Review policies, procedures and best practice to ensure full and up to date coverage of activities
- Ensure policies in place for data protection, sharing, retrieval etc
- Participate in discussions with shadow unitary structures; look to maximise opportunities for devolution where advantageous, and for possible leadership/support role to smaller councils in local area (via hubs etc)
- Ensure we understand our current legal responsibilities for our assets and for/to related bodies, including Banks Park Recreation Ground Trust and Charities
- Review pension arrangements (recruitment and retention)
- Review facilities management: consider enabling or direct provision of village-wide premises management
- Review grounds maintenance prior to expiry in May 2020 (or May 2021 if one year extension taken)

4. Improving our accessibility and profile, responding to rising customer expectations and providing local leadership

- Improve office working environment and reception by utilising former day centre (or as part of wider VH re-provision): opening days/times; disability access; staff security and lone working protection; spaces for small and large meetings, for privacy, concentration, 1:1s and breaks.
- Improve customer service and capacity through recruiting administrative support for reception, phone, e-mails, correspondence, minutes, media check
- Improved and better focussed communications: new web-site plus ongoing management; regular news communications majoring on PC's local government role; professional response to questions & issues across all media; consider Village Guide update
- Support to village organisations and initiatives: channelling grant opportunities; supporting devolved or shared upper-tier functions (Community Library; Haddenham Youth & Community Centre; traffic enforcement?; dog warden?; PCSO?); walking & cycling; potential future grant support to VH
- Promotion: eg Education trust; Heritage grants and looking after witchert; publicising routes to funding

PC 105 (iv) Budget setting presentation.

Haddenham Parish Council

Precept setting 2019-2020

Council tax calculation

Aylesbury Vale District Council collects council tax on behalf of 5 different authorities.

The Parish Council portion is called the precept and is charged at the amount requested by the parish

	<u>2018/9</u>	<u>2017/8</u>	<u>Change</u>
	<u>£</u>	<u>£</u>	<u>%</u>
Buckinghamshire County Council	23.03	22.36	3.00%
PCC for Thames Valley	3.51	3.28	7.00%
Aylesbury Vale District	2.87	2.77	3.50%
Haddenham	2.71	2.65	2.10%
Bucks CC Adult care	1.80	1.75	3.00%
Bucks & M K Fire Authority	1.21	1.17	3.00%
	35.11	33.97	3.36%

2018/19 Council Tax Bill – Band D £35.11 (2017/8 £33.97) per week

Haddenham Parish Council Portion £2.71 (2017/8 £2.65) per week

How Haddenham Compares to other parishes 2018-2019

<u>Parish</u>	<u>2018/9</u> <u>Precept</u>	<u>Band D</u> <u>Equivalent</u> <u>Tax Base</u>	<u>Band D</u> <u>Equivalent</u> <u>Tax</u>
Aylesbury TC	£ 1,946,410	18,652.71	£ 104.35
Buckingham Town	£ 813,075	5,098.03	£ 159.49
Buckingham Park	£ 99,566	851.16	£ 116.98
Charndon	£ 16,000	125.78	£ 127.21
Chearsley	£ 34,000	289.38	£ 117.49
Drayton Parslow	£ 32,620	273.65	£ 119.20
Haddenham	£ 330,150	2,344.01	£ 140.85
Newton Longville	£ 105,000	757.43	£ 138.65
Oving	£ 26,750	231.11	£ 115.75
Waddesdon	£ 102,000	720.48	£ 141.57
Wendover	£ 292,270	3,387.81	£ 86.27
Winslow Town	£ 209,446	2,010.46	£ 104.18

How Haddenham Compares to other parishes 2018-2019

Precept 2018/9		£ 330,150
Exceptional Items		
New Burial Ground (£100,000 spread over 5 years)	£	25,000
St Mary's Churchyard Repairs (£100,000 spread over 4+ years)	£	31,390
Replacement of 30+ year old streetlight columns (spread over 15 years)	£	18,424
		<u>£ 74,814</u>
Precept 2018/9 net of Exceptional Items		<u>£ 255,336</u>
Band D Equivalent Tax		<u>£ 108,93</u>

Council tax Timeline

AVDC

- Council Tax bill goes out in 2nd week of March
- Bills need to be produced during 1st 2 weeks of March
- Last week of February the council tax is set by AVDC and the system updated
- 2nd week of Feb council tax report is prepared for council
- 1st week of Feb AVDC budget is agreed
- Last week of January deadline for parishes to submit their precept.

Parish Council

- First week of January full PC meeting to agree the budget and set the precept
- November Finance & General Purposes Committee – full review of budgets and draft precept.
- October / November committee meetings annual plan prepared and review of budgets
- First week of October half year finance reports prepared
- During September the tax base is calculated and the parish notified.

Precept Calculation

There are 3 elements that need to be taken into consideration

1. Tax base
2. Band D equivalent
3. Previous years precept

Calculation of Tax Base

This is the estimated total net properties subject to council tax charge in the year

It is expressed as an Equivalent Number of Band D properties as follows:

A= $\frac{6}{9}$ B= $\frac{7}{9}$ C= $\frac{8}{9}$ D=1 E= $\frac{11}{9}$ F= $\frac{13}{9}$ G= $\frac{15}{9}$ H= $\frac{18}{9}$

e.g if D=£90 then, A=£60, B=£70, C=£80, E=£110 etc.

The valuations are based upon the Valuation List provided by the District Valuation Office.

An allowance for new homes planned for the coming year to be occupied from April onwards is included on a pro-rata basis.

Details of the actual number of dwellings in the Parish are broken down over the 9 bandings.

Discounts and Exemptions are then deducted from this figure.

e.g. charity owned houses, homeowner in care or prison, unfit habitation, students, overseas armed forces.

The net number of dwellings is then converted to a Band D equivalent by applying the ratios above.

A collection rate is then applied to this figure, at AVDC this is currently 98.4%.

Precept Calculation

3 options:

		Tax Base	Band D	Precept
Current year	2018-19	2281.39	140.85	330,150
Keep charge to residents the same	2019-20	2489.83	140.85	350,690
Keep the precept the same	2019-20	2489.83	132.60	330,150
Change the charge based on budgeting	2019-20	2489.83	143.57	357,470

Review of 2018/19

81 budget lines

69 on or within budget yielding a surplus of

4 slightly over

Best Kept Village Entry Fee	-£5
Phone/Internet	-£50
APM	-£55
Poppy wreath	-£200

£13,695

HVH/HCL Children's Centre poss. loss of income	£7,000
Insurance	£2,372
Newsletter	£1,554
Training	£1,200
Refuse bins	£1,000
Maintenance	£500
Misc	£60
Snakemoor	£9

8 reflecting new asset management policies and Council initiatives

Play Areas Maintenance	-£6,000
Legal & Professional	-£2,000
Churchyard Maintenance	-£500
Staff Costs (3 budget lines)	-£524
Grants (HYCC catch-up [£5k], 17/8 Library pd late [£5k], HVS [£200])	-£10,200
Street Lighting Maintenance	-£2,250

-£21,784

Projected outcome for y/e 31/3/18

-£8,089

Proposed Precept 2019/20

	Tax Base	Precept	Precept per Band D Equivalent Household
Precept 2018/19	<u>2,344.01</u>	£ 330,151	<u>£ 140.85</u>
Changes			
Salaries & related costs		£ 21,017	
IT - Privacy and data protection compliance requirements		£ 5,500	
Car Park Layout Costs		£ 10,000	
Play Equipment Replacement		£ 20,000	
		<u>£ 56,517</u>	
		£ 386,668	
Net savings from all other areas		£ 29,199	
Precept for current operations 2018/19	<u>2,489.83</u>	<u>£ 357,469</u>	<u>£ 143.57</u>
Absolute change	145.82	27,318	2.72
Percentage change	6.2%	8.3%	1.9%
Change per week for Band D Equivalent household			<u>£ 0.05</u>

Precept Proposal: Impact on households

	2018/19	Proposed 2019/20	Annual change	Weekly change
Band @	£ 76.67	£ 78.25	£ 1.58	£ 0.03
Band A	£ 92.00	£ 93.90	£ 1.90	£ 0.04
Band B	£ 107.33	£ 109.55	£ 2.22	£ 0.04
Band C	£ 122.67	£ 125.20	£ 2.53	£ 0.05
Band D	£ 138.00	£ 140.85	£ 2.85	£ 0.05
Band E	£ 168.67	£ 172.15	£ 3.48	£ 0.07
Band F	£ 199.33	£ 203.45	£ 4.12	£ 0.08
Band G	£ 230.00	£ 234.75	£ 4.75	£ 0.09
Band H	£ 276.00	£ 281.70	£ 5.70	£ 0.11

Reserves: Actual & Anticipated annual charges to precept

	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Projected FY 2018/9	Precept Proposal 2019/20	Projected 2020/1	Projected 2021/2	Projected 2022/3	Projected 2023/4	Projected 2024/5	
TRANSFERS TO RESERVES												
Annual Cont'n to Major Asset Repair Reserve	-	10,000	10,000	10,000	10,000	8,831	15,000	15,000	15,000	6,000	32,637	Sinking fund for repairs to major assets of HRC
Heritage Fund	-	-	-	-	-	2,000	5,000	2,000	3,000	3,000	2,000	
Annual Cont'n to Street Light Reserve	-	8,425	8,600	8,858	9,212	9,212	9,400	9,500	9,700	9,900	30,100	50% of annual funding of street column replacement programme to reduce the percentage older than 30 years from 82% to 25-28% by 2020/1 Allocation of what would otherwise be the surplus for the year to start the funding of projects voted for in the NHP
Neighbourhood Plan Projects	-	-	24,227	11,428	-	-	-	-	-	-	-	Surplus (if any) on allotments account
Transfer to Allotments Improvements Reserve	-	1,289	1,114	1,529	1,297	1,522	-	-	-	-	-	Reserve initially begun to enable swift funding of any major repairs required in the St Mary's Churchyard, now to fund potentially £118k of deteriorations left by the Diocese of Oxford
Churchyard Periodic Maintenance Reserve	-	-	-	20,000	21,390	25,000	15,000	5,000	5,000	5,000	5,000	
Annual Snakemoor Funding	-	200	200	210	210	2,000	2,040	2,080	2,120	2,160	2,200	Annual HRC contribution to Snakemoor costs which are otherwise funded by donors
Devolved Services Transitional Fund	-	-	11,500	25,000	15,000	10,000	20,000	18,000	12,000	13,000	13,000	Some initial consultations have now occurred re additional devolved funding, but no action occurred during the current FY with the Unitary proposals delaying next steps
Staffing Contingency Reserve	-	12,927	13,954	8,997	9,212	7,779	30,020	12,250	13,370	13,990	34,400	Annual contingency for staff absence cover. Amounts utilised in year used as second 50% of street light annual funding & remainder to Contingency Reserve
Burial Set-Up Costs	-	-	25,000	25,000	25,000	25,000	-	-	-	-	-	Four (if Glebe land proves suitable) or five (if it does not) annual charges of £25k for a new 50+ year burial ground in Haddenham + more for overspill car park south of Aston Road
Car Park Layout Costs	-	-	-	-	-	30,000	5,000	7,000	13,000	50,000	40,000	Wiley to require a PH15
Play Equipment Replacement	-	-	-	-	-	30,000	30,000	10,000	10,000	20,000	20,000	Woodways Park Equipment replacement
Fonds Reserve	-	-	1,000	1,000	1,000	1,000	2,000	2,000	2,000	2,000	2,000	Beginning sinking fund for major pond dredging and repairs along the lines of work done in 2015/6
Trees Reserve	-	-	-	12,000	6,000	7,000	5,000	3,000	5,000	5,000	5,000	New reserve proposed in Budget 2017/8 to enable a proactive approach to tree maintenance and management
Revised Neighbourhood Plan/VALP	-	-	24,229	5,000	5,000	5,000	6,430	6,430	-	-	-	Funds for regarding to VALP and/or developing a new NHP transferred to Reserves for use as and when required
Legal Fees Reserve	-	-	10,500	-	-	-	-	-	-	-	-	Establishment of fighting fund for unforeseeable (and unforecasted) legal action as may be required
Replenishment of contingency reserves	-	-	20,048	-	219	17,722	29,674	25,279	25,287	19,750	5,625	Transfer to contingency to maintain reserve of 50% of operational costs. Increase is needed because of the rise in maintenance costs due to wider scope & new developments
NET	-	32,831	159,821	329,279	351,900	144,409	126,169	117,367	106,520	155,695	155,722	

Reserves: Other Receipts to Reserves

	Receipt											
	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Project FY 2018/9	Project 2019/20	Project 2020/1	Project 2021/2	Project 2022/3	Project 2023/4		Project 2024/5
	£	£	£	£	£	£	£	£	£	£	£	£
OTHER RECEIPTS TO RE SERVES												
Major Asset Repair Reserve												Bucks CC delegations payment re Day Centre £7,240 + £4,662 for paving + £50,000 £104 funding for Day Centre
Heritage Fund												
Street Light Reserve												
Neighbourhood Plan Projects												
Allocations Improvements Reserve												
Churchyard Periodic Maintenance Reserve												
Snakehoor Funding												
Devolved Services Transitional Fund												
Staffing Contingency Reserve												
Burial Set-Up Costs												
Car Park Layout Costs												
Play Equipment Replacement												
Ponds Reserve												
Trees Reserve												
(Revised) Neighbourhood Plan/VALP												Localities grant available, could be £15,000 if NP is more complex
Legal Fees Reserve												
Other		18,440										Committed sum re Orchard site
Committed sums								555,000	64,400	248,000		Artfield playing field from Sept 15 (450k over 10 years). Dollis from 20'20 estimated at £25k over 10 years). Gabe est at £450k over 10 years from 21/2
Contingency reserves		36,440										

Reserves: Utilisation of Reserves

	Receipt											
	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Project FY 2018/9	Project 2019/20	Project 2020/1	Project 2021/2	Project 2022/3	Project 2023/4		Project 2024/5
	£	£	£	£	£	£	£	£	£	£	£	£
UTILISATION OF RESERVES												
Major Asset Repair Reserve						86,100						Renovation of the day centre / new PC office £50,000 + 60,200 paving / village hall windows + £10,000 SF car park
Heritage Fund			690		2,900	5,000	2,000	3,000	2,000	2,000	2,000	Wycklet wall co-funding
Street Light Reserve		5,032	8,506	6,282	3,076	36,000	17,000	18,000	19,000	20,000	21,000	Column replacement to date and projected
Neighbourhood Plan Projects						35,755						Traffic assessment
Allocations Improvements Reserve		1,289	1,124	1,529	1,237	1,523						One-way valve to non-discretionary reserve
Churchyard Periodic Maintenance Reserve						47,158	9,267	9,267	19,246	15,000	5,000	Based on quote from Chris Bowler - neglected by Church for years
Snakehoor Funding		200	200	220	220	2,000	2,040	2,060	2,120			One-way valve to non-discretionary reserves
Devolved Services Transitional Fund				699		36,100	25,000	20,000	20,000	20,000	20,000	Parking restrictions funded in place of BCC in 20'1 & 21/2, new signage in fluids Lane, Bellards & signs in Stockwell, Speed change in Scotgrove also pd in lieu of BCC & devolved services of various kinds
Staffing Contingency Reserve					285							
Burial Set-Up Costs				429					99,580			Burial ground (land free) + laying out of overgrown car park
Car Park Layout Costs							100,000	100,000				
Play Equipment Replacement						30,000	20,000	20,000	20,000	20,000	20,000	
Ponds Reserve		475	18,895	1,250			5,000					Past and projected utilisation for major works to ponds
Trees Reserve						5,000	5,000	5,000	5,000	5,000	5,000	Past and projected utilisation for major works to trees
(Revised) Neighbourhood Plan/VALP		2,000	1,752	2,685			25,000	25,004				Assumed review of VALP is initiated immediately upon the current VALP being adopted
Legal Fees Reserve												
Other												
Committed sums												
Contingency reserves		200										
	2,694	24,972	25,906	9,021	7,798	254,637	206,207	202,261	187,946	82,000	74,000	

Reserves: Inter-reserve transfers

	Precept										
	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Projected 2018/9	Proposal 2019/20	Projected 2020/1	Projected 2021/2	Projected 2022/3	Projected 2023/4	Projected 2024/5
	£	£	£	£	£	£	£	£	£	£	£
INTRA-RESERVE TRANSFERS											
Major Asset Repair Reserve						85,637	- 15,000	- 10,000	- 6,000	- 32,637	
Heritage Fund											
Street Light Reserve	8,435	8,600	8,858	9,212	9,212	9,400	9,890	9,780	9,990		
Neighbourhood Plan Projects											
Allotments Improvements Reserve						5,610	15,990	- 10,000	- 8,000		
Churchyard Periodic Maintenance Reserve											
Snakemoor Funding						32,210	7,000	7,000	7,000	7,000	
Devolved Services Transitional Fund											
Staffing Contingency Reserve	- 12,927	- 12,924	- 9,987	- 8,937	- 7,779	- 10,020	- 12,260	- 12,270	- 12,930		Each year's staffing contingency budget used to top up 2nd 50% of street light reserve with balance to contingency
Burial Set-Up Costs						85,000	93,000	- 13,500	- 50,000	- 40,000	
Car Park Layout Costs						30,000	35,000	10,000			
Play Equipment Replacement											
Ponds Reserve	12,372										Major ponds work funded by committed sum for maintenance of Orchard site
Trees Reserve											
(Revised) Neighbourhood Plan/VALP	- 4,287										write back to contingency of reserve allowance for prep of HMP
Legal Fees Reserve											
Other	- 18,440										
Committed sums						170,847	- 150,610	- 9,490	59,000	73,627	
Contingency reserves	10,535	4,532	5,394	139	285	1,042	820	2,880	3,590	3,990	
						0	-	-	-	-	

Reserves: Year-end Reserve balance: Actual and Projected

	Precept										
	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Projected FY 2018/9	Proposal 2019/20	Projected 2020/1	Projected 2021/2	Projected 2022/3	Projected 2023/4	Projected 2024/5
	£	£	£	£	£	£	£	£	£	£	£
YEAR END BALANCE OF RESERVES											
Major Asset Repair Reserve	-	10,000	20,200	30,706	41,632	- 38,637	40,000	40,000	40,000	40,000	40,000
Heritage Fund	12,000	12,000	11,350	11,350	8,450	6,350	9,350	8,350	8,350	9,350	8,350
Street Light Reserve	8,000	11,383	19,492	30,688	45,682	48,107	49,719	50,709	51,079	50,839	49,999
Neighbourhood Plan Projects	-	-	24,327	35,755	35,755	-	-	-	-	-	-
Allotments Improvements Reserve	-	-	-	-	-	-	-	-	-	-	-
Churchyard Periodic Maintenance Reserve	-	-	-	20,000	51,390	20,740	26,473	27,816	29,540	9,540	1,540
Snakemoor Funding	-	-	-	-	-	-	-	-	-	2,160	4,360
Devolved Services Transitional Fund	-	-	11,500	35,890	50,890	27,790	35,000	40,000	40,000	40,000	40,000
Staffing Contingency Reserve	-	12,927	13,934	8,997	8,927	7,770	10,020	12,250	13,370	13,930	14,480
Burial Set-Up Costs	-	-	25,000	49,580	74,580	99,580	99,580	99,580	-	-	-
Car Park Layout Costs	-	-	-	-	-	10,000	-	-	-	-	-
Play Equipment Replacement	-	-	-	-	-	-	-	-	-	-	-
Ponds Reserve	4,527	-	350	650	1,650	2,630	350	1,650	3,650	5,650	7,650
Trees Reserve	-	-	-	12,000	18,000	20,000	22,000	20,000	20,000	20,000	20,000
(Revised) Neighbourhood Plan/VALP	6,019	-	20,714	25,714	30,714	35,714	17,144	1,430	1,430	1,430	1,430
Legal Fees Reserve	-	-	18,500	18,500	18,500	18,500	18,500	18,500	18,500	18,500	18,500
Other	-	-	-	-	-	-	-	-	-	-	-
Committed sums	-	-	-	-	-	-	182,953	146,743	385,253	444,253	517,890
Contingency reserves	61,803	49,552	74,912	87,610	97,382	116,771	138,608	164,265	186,675	193,890	205,065
	92,349	95,862	239,579	367,440	483,553	375,335	648,997	628,434	794,988	846,683	926,405

Reserves: Year-end Reserve balance: Adequacy Check

	Precept										
	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Projected FY 2018/9	Precept Proposal 2019/20	Projected 2020/1	Projected 2021/2	Projected 2022/3	Projected 2023/4	Projected 2024/5
	£	£	£	£	£	£	£	£	£	£	£
YEAR END BALANCE OF RESERVES											
Commutated sums	-	-	-	-	-	-	182,953	146,743	385,253	444,253	517,890
Contingency reserves	61,803	49,552	74,912	87,610	97,382	116,771	138,608	164,265	186,675	193,890	205,065
ALL	92,349	95,862	239,579	367,440	483,553	375,335	648,997	628,434	794,988	846,683	926,405
Operational Expenditure	104,934	170,975	160,507	181,231	219,365	228,099	281,340	332,610	375,210	388,500	402,230
Contingency as % of Operational Expenditure	59%	29%	47%	48%	44%	51%	49%	50%	51%	51%	51%
Earmarked Reserves with Commuted Sum											
Transfer	30,546	46,310	164,667	279,830	386,171	258,564	327,437	317,426	223,060	208,540	203,450
Funded by Commuted Sums Transfers	-	-	-	-	-	-	170,847	271,457	280,947	221,947	148,310
Earmarked Reserves without Commuted Sum											
Transfer	30,546	46,310	164,667	279,830	386,171	258,564	156,590	45,969	57,887	13,407	55,140
% of total outgoings	28%	20%	49%	84%	108%	41%	25%	7%	-9%	-2%	9%

Precept Proposal: Projection for future years

	Precept										
	FY 2014/5	FY 2015/6	FY 2016/7	FY 2017/8	Projected FY 2018/9	Precept Proposal 2019/20	Projected 2020/1	Projected 2021/2	Projected 2022/3	Projected 2023/4	Projected 2024/5
	£	£	£	£	£	£	£	£	£	£	£
Tax Base	2,120	2,219	2,225	2,281	2,344	2,490	2,690	2,912	3,062	3,262	3,412
Precept per Band D Equivalent Household	£ 45.97	£ 73.78	£ 135.98	£ 138.00	£ 140.85	£ 143.57	£ 146.60	£ 149.27	£ 152.26	£ 155.29	£ 158.31
Change per household		60.5%	84.3%	1.5%	2.1%	1.93%	2.11%	1.82%	2.01%	1.99%	1.95%
Change in precept		68.0%	84.8%	4.1%	4.9%	8.3%	10.3%	10.2%	7.3%	8.6%	6.6%
Transfers to Reserves as % of Total I&E											
Expenditure	0%	16%	50%	40%	38%	39%	31%	26%	22%	26%	28%
I&E Outgoings as % of all expenditure funded by precept	98%	87%	91%	96%	97%	47%	57%	62%	67%	83%	84%
Reserves Outgoings as % of all expenditure funded by precept	2%	13%	9%	4%	3%	53%	43%	38%	33%	17%	16%
Total Outgoings funded by the precept	107,615	195,946	176,411	202,299	227,073	480,725	489,647	534,961	563,176	470,500	476,230
Change y-o-y		82%	-10%	15%	12%	112%	2%	9%	5%	-16%	1%
Change y-o-y per Band D Household		74%	-10%	12%	9%	99%	-6%	1%	0%	-22%	-3%