

# Minutes of the Appleby Parish Council

## interim Budget Meeting

held on

29 October, 2018 at 6.00 pm in Appleby Village Hall.

### Present:

Councillor I Keyes, Councillor A Coulton, Councillor T Beisty, Councillor D Hall  
Councillor L Wilson, Councillor P Johnson, Councillor R Wilson and the Parish Clerk Mrs L  
Watson.

### 14 Apologies for absence.

Councillor Ian Hook

### 15 Declaration of Interest and consideration for dispensations.

There were no declarations of interest

### 16 This is an interim meeting to discuss the Council's Budget and Finance.

The Clerk had circulated a spreadsheet showing actual and projected costs to the council prior to the meeting and this was discussed. The income and expenditure showed that the council should be in credit at the end of the financial year. A 10% contribution was required on any grant amount applied for from North Lincolnshire Council. VAT would also have to be covered although this could be reclaimed.

It is likely an increase will be necessary to enable the council to continue to provide the services it does at present. No increase will leave the council in debt or unable to fulfil contracts or meet residents expectations. If an increase in the precept was proposed this would be an approximate increase of £3 per property.

### 17.1 HMRC Tax and clerk's salary.

The clerk had been asked to enquire as to how the incremental increases are provided. These should be automatic in April with a step up to the next pay scale point. There had been no increase in the scale point in 2017 or 2018. In 2017/18 budget a grant had been made of 1.5hrs each month for work on the council's website. This also needed to be included in the budget. An allowance could also be claimed for lighting and heating. A personal review was to be arranged by Councillor Beisty including Councillor L Wilson and the clerk. Salary to be agreed at next parish council meeting.

### 17.2 Maintenance, Computer, Stationery, Consumables

Further printer ink, paper and stamps would be required, however there seemed to be enough budget allocated to cover all costs. It was expected that the maintenance charge for the website would increase. Budget to remain at £375.

### 17.3 Best Kept Garden

Budget is £185 which covers the prize money and the entry fee of £25. Budget to remain the same.

### 17.4 Chair's allowance and events.

Budget to be retained.

## Actions

Clerks salary to be increased. Cllr Beisty to arrange personnel review. To be discussed at next parish council meeting

Budget to remain at £375

Budget to remain at £185

Budget to remain at £250

17.5 Insurance, Audit and Subscriptions.

The budget to remain at £1,350, this should be adequate to cover any increases. The excess is £125. Clerk to investigate whether tree at memorial could be covered and if so, how much extra would be charged.

17.6 Newsletter.

Budget allocated is £440. An increase in the number of pages and the size of the newsletter has increased the cost. Budget allocation to be increased to £625. Clerk to check to see if VANL will be increasing their costs.

17.7 Training

Budget covers both Councillors and Clerk. To remain the same but to be discussed at next parish council meeting.

17.8 Neighbourhood Planning.

Budget to be removed. Plan is with North Lincolnshire Council for consultation and inspection and then a referendum on accepting will take place early 2019.

17.9 Grounds Maintenance, Grass & Planters.

The budget was set at £1,750 however, it appears that this will not cover all the expenses. The SLA with Cutting Edge is for the planters, gym area and playing field. Costs for the playing field are split between the village hall and the parish council. Because of the extra planters and works required the budget will be discussed at the parish council meeting in November with a view to increasing to £2,100. Discussion to be held with contractor and nursery regarding the plants required as costs were higher than expected.

17.10 Park inspection & Trade Waste.

Budget to increase to £570. This should cover any increase from North Lincolnshire Council.

17.11 Park Maintenance.

Budget to increase to £350 to cover the cost of any repairs required.

17.12 Moles.

Budget to be retained.

17.13 Appleby village hall environment.

Budget to increase to £2,000.

Payments required are:

£500 grant to village hall

£300 for meetings (£25 per meeting). 12 meetings to be held

£60 for hedge cutting

Parish Council to be invoiced for ½ grass cutting.

17.14 Village Hall Expenses.

Budget to be removed.

17.15 Santon Village

Budget to be removed.

17.16 Produce Show

£75 to be retained as emergency funds should the produce show not cover all expenditure.

**Actions**

Budget to remain at £1,350 subject to any increase to cover tree at memorial

Budget to be increased to £625. Subject to any price increases.

Budget to remain the same. Add to agenda for next parish meeting.

Budget to be removed.

Budget to be discussed at next parish council meeting.

Budget to increase to £570

Budget to increase to £350

Budget to remain at £300

Budget to increase to £2,000

Budget to be removed

Budget to be removed.

Budget to remain at £75

17.17 Section 137

This allows the parish council to spend money that it hasn't got, ie it covers unexpected expenditure. An application for reimbursement for costs allocated to this budget can be made to North Lincolnshire Council.

18 Decision on precept

Following the discussions on the anticipated budget requirements for 2019/20 it was proposed to increase the precept amount requested. Some reserves had been built up in 2017/18 and it was hoped that there would be reserves at the end of the 2018/19 fiscal year. However, this could not be guaranteed.

The proposed 2019/20 budget would be added to the agenda for the meeting on 26 November for further discussion.

Agreed: by all Councillors present.

19 Confirmation of date and time of next meeting.

The next parish council meeting will be held on the 26 November 2018 at 7.00pm.

Agreed: by all Councillors present.

There being no further items the meeting closed at 6.50pm

**Actions**

Precept amount to be added to agenda for next parish council meeting.

DRAFT