



WILLINGHAM PARISH COUNCIL

Minutes of the Finance and General Purposes Committee meeting held on Wednesday 27 November 2019 at 7:30 pm In the Parish Council Office, Ploughman Hall, West Fen Road, Willingham

Present Councillors: P King, D Law (Chair), L King, B Mansfield, R Manning, Harris

Officers: M Powell (Clerk) S Rutherford (RFO)

Public: None

1. Apologies for absence

Apologies were received from Councillor Tassell due to a personal commitment.

2. Declarations of interest

None

3. Public Forum

None

4. Any matters arising from the meeting held on the 25th September 2019 not covered elsewhere on the agenda (*Minutes approved at FPC meeting held on 2nd October 2019*).

None

5. To discuss and consider budget requirements for 2020-2021

Following discussion the budgets were agreed for 2020-2021 as below (detailed breakdown attached).

F&GP £101,805

Cemetery £15,724

G&B £10,020

L&A £45,253

Halls £47,915

It was also agreed to increase the Clerk's pay scale by one point due to length of service in post and also to increase the RFO's pay scale by one point due to completion of her Diploma in Business Management.

6. To discuss and consider precept request for 2020- 2021

Councillor Law proposed the committee recommend a precept request of £130,000, seconded by Councillor P King and **agreed** unanimously.

7. To receive an update on maintenance provision and consider any actions

This item was taken after item 4.


Councillor Law proposed that the Council agree to use the services of a handyman (M Pink – MSP Services). A budget of £2,500 per annum would be allocated for work to be carried out on an adhoc basis as needed and would be placed by the Clerk. This was seconded by Councillor L King and **agreed** unanimously.

8. To receive an update following meeting with Elysian Associates and consider any actions/recommendations.

The RFO summarised the meeting and the advice given. Councillor Law proposed that the Council register for VAT and opt to tax the MUGA. Seconded by Councillor P King and **agreed** unanimously.

9. Date of next meeting: 28th January 2020

Meeting closed at: 21:15

 2019-12-04

WILLINGHAM PARISH COUNCIL - Year Ending 30th September 2019

	Bal	Total	Income	Total	Expenses	Balance				
	Bfwd	01.04.19	30.09.19	01.04.19	30.09.19	As at	To be	Balance		
	01.04.19	Precept	30.09.19	01.04.19	30.09.19	As at	spent	As at	Budget	
Finance & General Purposes										
Insurance	416	5800	6216	5301	915	915		5300	6215	
Parish Magazine	494	2000	2494	1265	1229	1229		1271	2500	
Salaries	-2664	44000	41336	21838	19497	19497		44000	44000	
Maintenance contractor	0		0	0	0	0		2500	2500	
Piper Lifeline	1232	3000	4232	1528	1700	1700		4050	5054	
Donations	120	3000	3120	1900	1220	1220		3000	3000	
Donation Over Day Centre	3000		3000	3000	0	0		3000	3000	
Willingham Youth Trust	0		0	0	0	0		6000	6000	
Grass cutting	-89	10000	9911	6031	3881	3881		10000	10000	
Parish Plan	4930	-4930	0	0	0	0		2000	2000	
Parish Clock	101	-101	0	4899	4899	0		0	500	
Data Protection	1050	-170	880	700	180	180		180	180	
Pollution Monitoring	800	500	1300	1300	1300	1300		1300	1300	
Commemorative Bench	-51	51	0	0	0	0		0	0	
Land registration	0		0	0	0	0		1000	1000	
Remaining Tree Work	2000		2000	2000	2000	2000		2000	2000	
Minor Traffic Scheme	1880		1880	1880	880	1000		1000	1000	
Diffibulator	0	1000	1000	1000	-880	1880		120	2000	
IT Maintenance	0		0	0	0	0		1000	1000	
Establishments	2597	6150	8747	3390	5357	1857		6700	8557	
Income			50	50	50	50		-50	0	
F & GP Total	15816	70300	86116	4949	91064	41212	29798	11414	90391	101805
Cemetery										
Grass cutting	-595	6500	5905	4620	1285	0		6000	6000	
Water & Rates	854	100	954	688	266	266		1100	1366	
Eurocontainer emptying	454		454	454	0	0		500	500	
Reinstated grave spaces	0		0	0	0	0		3605	3605	
Trees on path	0		0	0	0	0		1500	1500	
Tree/shrub removal	0		0	0	0	0		1500	1500	
Custodian shedd	0		0	0	0	0		500	500	
Maintenance	2154	2500	4654	901	3752	-748		1500	752	
Income	1845	-100	1745	1860	3605	5355		-5355	0	
Cemetery Total	4713	9000	13713	1860	15573	8909	4035	4874	10850	15724

Green & Boundaries										
Electricity	866		866		25	842		842		842
Street Lighting	0		0			0		0		1000
Christmas Lights	850		850			850	400	450		450
Sundry Expenses	539		539			539		539	461	1000
Community Orchard	0		0			0		0		1000
Landing Ground	0		0			0		0		1500
Meadow Rd/Community	4700	1000	5700	5624	3330	7994		7994	1500	4033
Income	695	-500	195			195		195	-3961	195
Green & Boundaries Total	7650	500	8150	5624	3355	10420	400	10020	0	10020
Leisure & Amenities										
Gas & Electricity			1561		608	953		953		2000
General and Water Rates	-39	1600	2426		2471	-45		-45		2650
New Play Equipment & Repair (QEII)	474	2900	4950		1462	3488	988	2500	2500	5000
Play equipment inspection	54	250	304		200	104		104	150	254
Pavilion Boiler service	152		152			152	84	68	50	118
Pitch Insp and Maint	1500	1500	3000			3000	250	2750	-2750	0
Rec Ground & QEII Hedge	600	100	700		84	616	116	500	-200	300
Tree inspection & works	840		840			840		840		840
Maintenance of L & A Grounds	6432	5000	11432		1014	10417	10000	417	12000	12417
Cleaning	200	2600	2800		1200	1600	1200	400	3100	3500
Picnic Benches	1200		1200			1200		1200	-1200	0
Maintenance Repair Pavilion	3573	15000	18573		2128	16446	1446	15000		15000
Sundry Expenses	1347		1347			1347		1347		1347
Income	1693		1693	420		2113		2113	-241	1872
Leisure & Amenities Sub Total	19527	31450	50977	420	9166	42231	15037	27194	18059	45253
Hall										
Water rates	687		687		215	472		472	220	692
Electricity	-1103	5000	3897		2345	1552	1552	0	5000	5000
Ploughman Hall Rates	68	3750	3818		3683	136		136	3850	3986
Fire Extinguishers	500		500		477	23		23	500	523
Ploughman Hall Decoration	50	-50	0			0		0		0
Chair upholstery/replacement	558	-558	0			0		0		0
PRS licence	23	650	673		650	24		24	680	704
Refuse	-10	735	725		954	-229	-229	0	950	950
Cleaning	150	5500	5650		2550	3100	3100	0	6800	6800
Advertising	53	400	453			453	453	0	450	450
Signage	2666		2666			2666	2666	0		0
Container storage	0		0			0		0	6500	6500
Maintenance	5956	5000	10956		1832	9124		9124	2450	11574

