

**MINUTES OF THE PART I FINANCE, AUDIT AND PERSONNEL MEETING OF
BIRCHWOOD TOWN COUNCIL, HELD AT
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY
ON TUESDAY 20TH DECEMBER 2016**

Present: Councillor Ellis in the Chair
Councillors Allman, Atkin, Breslin, Evans, Fitzsimmons, M. Hearldon,
T. Hearldon, Linney, Nelson and Reeves

Clerk – Mrs. F. McDonald
Deputy Clerk – Mrs. C Caddock
Business and Finance Officer - Mr. G. Crowe

Apologies: Councillor Bowden

Councillor Fitzsimmons proposed, Councillor Breslin seconded and it was resolved that:

The Minutes of the Part I Finance, Audit and Personnel Meeting of the Town Council which took place on Tuesday, 25th October 2016 be approved as an accurate record and signed by the Chair.

Code of Conduct – Declaration of Interests

The Chair reminded members of their responsibility to declare any personal interest or prejudicial interest which they have in any item of business on the agenda, no later than when the item is reached.

326/16-17 **PAYMENT OF ACCOUNTS**

Members were asked to consider and approve the payment of accounts schedule (see pages 221 and 222 below).

Councillor Fitzsimmons **proposed** the Payment of Accounts be approved; Councillor Evans **seconded** the proposal. This was **resolved** by those Members present.

PROGRESS REPORTS ON CURRENT ISSUES

327/16-17 **BIRCHWOOD YOUTH AND COMMUNITY CENTRE**

Councillor Nelson declared an interest

There was no additional information to report regarding the Youth and Community Centre at tonight's meeting.

328/16-17 **BIRCHWOOD BROOK FOOTPATH REGENERATION**

The BAFO circulated some photographs showing the current progress of the regeneration project and updated Members on recent developments. He reminded Members that the Town Council had initially been assured by the Borough Council that work to clear the cathedral effect of the tree canopy and some side shrubbery would be done by the end of October or early November. We have now been informed by Warrington Borough Council that they had a team of contractors in to undertake four days of cutting work in the area; the funding for the landscaping maintenance has now been used and there is nothing left in the budget to deal with cutting back the trees that are causing the cathedral effect, which were not included in the work.

The BAFO stated that this is particularly frustrating as these trees are one of the reasons that there is such an accumulation of leaf litter on that section of the path and why it remains so wet.

The BAFO added that Warrington Borough Council will ask their contractors how much it would cost to undertake this tree work and will come back to the Town Council with a quote. We have been told that if the Town Council can fund the work, it can be done.

Councillor Evans stated that this is unacceptable; that the Town Council was assured that this work – which is necessary for the renovation of the path to be successful – would be done before the scraping back even started. He confirmed that the trees are one of the reasons the path holds water. They prevent light and the air movement necessary to help dry the path.

Members in general felt that the Town Council was under the impression that the Borough had initially agreed that this work was of paramount importance for the success of the scheme and had agreed to do it. It was pointed out that this is Warrington Borough Council's path and they are Warrington Borough Council's trees. The Town Council has already earmarked £8,000 of funding, on top of the £17,000 of grant funding achieved to assist with the project. Members did not feel it should be the responsibility of the Town Council to find any more money to do what they had already been promised would be done by the Borough Council.

The BAFO stated that the footpath surface had been scraped back and an assessment had been carried out on the condition of the sub-surface for the whole length of the path. The good news is that the sub-surface is still in good condition for the majority of the length. The BAFO directed Members to the photographs that he had circulated. The BAFO stated that this means that the cost of the work per metre would be less than originally expected.

The BAFO informed Members that he had asked a contractor to put together two separate quotations for work; to either resurface the entire path (Option One) or to resurface about three quarters of the length (Option Two).

The BAFO circulated the quotations received from the contractor. The Option Two quotation came in at around £1,000 under the funding that is available. Option One, to do the whole length of the path, would cost around £10,400 more than is currently available for this project.

The BAFO suggested that Members might like to consider diverting a saving of around £10,000 made on the initial cost expectations for the Forest Park MUGA project, to this project, to allow the whole path to be rejuvenated. He said that the Borough Council had recommended this would be the better option and at a meeting earlier in the day with the Chair and Vice Chair, both had agreed that they believed it would be better to do the whole path. This would then just leave the issue of the cathedral effect of the trees to resolve.

The BAFO said that the contractor will supply all the required documentation – public liability insurance, risk assessments, etc. prior to the commencement of the work.

Members discussed the options.

It was **proposed** by Councillor Evans, **seconded** by Councillor Allman and **unanimously resolved** that the whole length of the path be resurfaced.

Action Clerk's office to continue to liaise with the Borough Council and contractor regarding the resurfacing of the path.

Action Clerk's office to contact the Borough Council regarding the additional tree work needed to remove the cathedral affect.

Councillor Nelson suggested putting out a press release regarding this matter.

329/16-17 **BIRCHWOOD FOREST PARK – MULTI USE GAMES AREA**

The BAFO stated that the work is completed at this site with the exception of the court lines which still need to be marked up. Realistically, this will now not take place until Spring 2017 when it is hoped there will be drier weather.

It was agreed to wait until the lines are completed before officially ‘opening’ the MUGA.

Action Clerk’s office to continue to liaise with the contractor and Borough Council.

It was reported that the timing of the lights seems to need adjusting as they appear to be staying on late into the night.

Action Clerk’s office to continue to liaise with the Borough Council regarding the timing of the lights.

The BAFO confirmed that payment has been made to Warrington Borough Council for the provision of the lighting scheme at the MUGA (£10, 897.29 plus VAT).

The BAFO also confirmed that the third part-payment has been made to the contractor for work re: the refurbishment of the MUGA at the Forest Park (£13,367.00 plus VAT). The BAFO also asked Members to note that the fourth interim part-payment invoice has been submitted re: the supply and installation of the 3m tall ball court fencing at the MUGA (£8,213.25 plus VAT).

330/16-17 **PCSO SERVICES 2017/2018**

The BAFO reported that this matter was discussed at the Strategy and Finance Meeting held on 22nd November 2016.

Following the discussions a question was raised as to whether the Town Council could withdraw from funding for a year and then re-join once new policing policies have been confirmed.

The BAFO stated that we have been informed that Local Councils can opt out and then re-join the funding scheme; it may, however, cause some operational issues for the Police.

Further discussion was deferred until later in tonight’s meeting (see Minutes 336/16-17 ref: 283/16-17 and 337/16-17 ref: 287/16-17 (b) below).

331/16-17 **CHESHIRE PENSION FUND**

The BAFO reported that he had attended the Cheshire Pension Fund Employer Meeting regarding the scheme’s valuation, but no employer costs for 2017/2018 have yet been received. These costs will have implications regarding the budgeting figures for the next three years.

NEW FINANCE, AUDIT AND PERSONNEL ITEMS

332/16-17 **BANK ACCOUNT RECONCILIATION**

To receive from the Business and Finance Officer the Town Council’s Income and Expenditure Statements and Bank Reconciliation Schedules for the accounts periods 1st April 2016 – 31st October 2016 and 1st April 2016 – 30th November 2016.

The payroll figure for October was £10,681.08 and £10,738.78 for November.

After consideration and approval by Members the schedules will be signed by the Business and Finance Officer and the Chair.

333/16-17 GRANTS

- (a) There were no applications for grant aid made prior to the publication of the Clerk's Report.
- (b) The BAFO reported that an application for grant funding has been made by the Town Council for funding towards two speed indicator devices, following the receipt of information via Warrington Voluntary Action regarding the Police and Crime Commissioner's Safer Communities Fund 2016/2017. A maximum of £5,000 can be applied for and match funding is required. The BAFO indicated that match funding could be found.

The application was made with the approval of the Chair and Vice Chair between meetings, due to it being time sensitive.

We are awaiting the outcome of the application.

334/16-17 GENERAL ITEMS FOR REPORTING/NOTING

- (a) The annual boiler service was carried out on 9th December 2016. It received a clean bill of health (£75.00). A copy of the certificate is available to view, with all the other relevant safety certificates, on the main notice board in the office.
- (b) The Council has received notification that the UK Living Wage (as set by the Living Wage Foundation) is now £8.45 per hour – a rise of 2.4%. It has previously been agreed by the Council that any rises, which are announced annually in November, would be implemented by the Town Council from 1st April of the following year.

335/16-17 STRATEGY AND FINANCE MEETING

- (a) The BAFO reported that the Part II Strategy and Finance Meeting took place on Tuesday, 22nd November 2016 and a number of operational issues were recommended for resolution at tonight's meeting; these interlink with consideration of the precept recommendation for the 2017/2018 financial year.
- (b) The BAFO asked Members if they would consider the formal Minutes from the meeting and to agree that the Minutes of the meeting now be considered as Part I papers; since after review of the meeting and the Minutes no named persons or contractual issues were mentioned in the financial sections. In addition, the Strategy section will shortly go out for formal public consultation and the general public should see the range of issues considered.

Members unanimously **resolved** that the Minutes of the Strategy section of the Part II Strategy and Finance Meeting could now be brought into Part I.

336/16-17 MINUTES OF THE STRATEGY SECTION OF THE PART II STRATEGY AND FINANCE MEETING – 22ND NOVEMBER 2016

The Minute numbers below (283/16-17 to 286/16-17 inclusive) are those from the Part II Strategy and Finance Meeting held on Tuesday 22nd November 2016; now considered to be Part I items. Minutes from that meeting are shown in *italics* and in a smaller point size. Any additional comments, discussions and/or decisions made at tonight's meeting on those Minutes are shown in normal type.

Councillor Fitzsimmons proposed, Councillor Reeves seconded and it was resolved that:

The Minutes of the Part II Strategy and Finance Meeting of the Town Council which took place on Tuesday, 22nd November 2016 be approved as an accurate record and signed by the Chair.

**MINUTES OF THE PART II STRATEGY AND FINANCE MEETING
OF BIRCHWOOD TOWN COUNCIL, HELD AT
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, WA3 6AN
ON TUESDAY 22ND NOVEMBER 2016**

Present: Councillor Bowden in the Chair
Councillors Allman, Atkin, Breslin, Ellis, Fitzsimmons, M. Hearldon,
T. Hearldon, Linney and Reeves

Clerk – Mrs. F. McDonald
Deputy Clerk – Mrs. C Caddock
Business and Finance Officer - Mr. G. Crowe

Superintendent Peter Crowcroft
Inspector Neil Drum

Apologies: Councillors Evans and Nelson

Code of Conduct – Declaration of Interests

The Chair reminded members of their responsibility to declare any personal interest or prejudicial interest which they have in any item of business on the agenda, no later than when the item is reached.

283/16-17 POLICE PRESENTATION REGARDING PCSO PROVISION

Superintendent Crowcroft introduced himself and gave a short presentation to Members relating to the provision of PCSOs in general, with some specific details regarding patrols in Birchwood over the past 15 months, since policing changes came into force.

Superintendent Crowcroft stated that the new Police and Crime Commissioner for Cheshire is keen to ensure that PCSOs remain a fundamental part of local policing and are visible and engaged with the local community.

Birchwood currently has three PCSOs that are allocated to the area. Over the last 15 months there were 4,100 PCSO hours spent in Birchwood – not including refreshment breaks. Superintendent Crowcroft added that some days this might be 30 or 40 minutes, some days it might be 10 or 11 hours. It averages to around 8 or 9 hours a day. There have only been a few days when there has been no PCSO coverage at all for Birchwood.

Superintendent Crowcroft said that the current SLA does not specify a named PCSO for Birchwood and although it would be preferable for there to be a named PCSO for an area, due to turnover and allocation of resources this is not practical.

With regard to future part-funding, the level for 2017/2018 remains the same as 2016/2017 at £11,918 and would be a further one year agreement. Superintendent Crowcroft stated that this will allow another year for an in-depth review of PCSO provision to take place.

During the next year Chief Superintendent Andy Southcott will tour all funding partners to discuss their views and expectations with regard to PCSOs, their role in the community and how to make the service work better. This should enable questions regarding ‘additionality’ to be answered, such as, what do partners who part-fund a PCSO get which others do not?

Superintendent Crowcroft stated that the message will be that the Police want to listen and develop partnerships and they have a commitment to answer questions openly and honestly; to reassure communities and be able to identify what extra benefit a community would receive for the £11,918. For example, at present areas that part-fund will get priority should a vacancy occur in their area; a PCSO might be moved from a non-funded area, in order to maintain the same level of PCSO cover in the funded area.

Councillor Ellis asked whether the Town Council would be able to have an input into what sort of service they would like from their PCSO.

Superintendent Crowcroft replied that the Police would listen and take note, but need to be realistic with how their resources are to be deployed. He continued to say that currently there is no proper set of ground rules in place; for example there is no formal definition of what is classed as an emergency need that might require a PCSO to leave their area to attend to an incident; or who decides that the move out of area can be made. He suggested that maybe there could be better communication with partners when these incidents occur.

Councillor Bowden stated that the Town Council has always accepted that it has no operational control, especially in urgent circumstances; however, it is seeking to address what level of extra benefit is derived for the community if it continues to part-fund a PCSO.

Superintendent Crowcroft had used an example of Poynton, which part-funds 6 PCSOs to illustrate that there is no upper limit to the number of PCSOs that a partner can fund. If Parish Councils wish to part-fund 6 or more PCSOs a negotiation would take place as to what services it could expect for their financial contribution.

Councillor Bowden asked how PCSO resources can be maintained if areas can afford to fund so many PCSOs from what must be a fixed resource pool. Would Poynton get priority and resources allocated to it, even if one or more of their PCSOs was simply there for 'the sake of being seen' rather than perhaps sending a resource to an area that could not afford to part-fund, but which was struggling with anti-social behaviour?

Councillor Reeves said that there appears to be a disconnection between what Parish Councils are prepared, or able to pay for, and what the Police perceive is the service that will be offered for the funding. He asked whether the Police have 'risk ratings' for different areas to see where resources might be best allocated. Councillor Reeves suggested that the Police are not seeing the bigger picture if it is simply those that can pay will get. He added that there has to be more accountability and justification for the way that PCSO resources are assigned.

Councillor Linney said that there are certain expectations raised in the community when PCSOs are part-funded; at the moment she finds it difficult to see what added value the Town Council is getting for the money.

Superintendent Crowcroft said that if Councils don't pay, PCSOs won't be withdrawn, but there are a finite number of resources. Research has shown that the public likes to have PCSO visibility in their area as it creates a feeling of safety. PCSOs are more than just about reducing crime.

Councillor Bowden said that the letter recently received by the Town Council regarding future PCSO funding had indicated that the Police were looking at the potential for attracting new partners. He added that in the past in Birchwood, local businesses had been approached, but had not wanted to contribute, but still benefitted from the services of the PCSOs.

Superintendent Crowcroft said that this might be one thing that could be looked at if Birchwood businesses vote to become part of a Business Improvement District (BID). If they do, it might be possible to achieve some funding from the BID fund for a PCSO for the area. (The BID proposals are still in their very early stages.)

As Members had no additional questions at this stage, the Chair thanked Superintendent Crowcroft and Inspector Drum for attending, for the presentation and answering questions. Superintendent Crowcroft and Inspector Drum then left the meeting.

284/16-17 **DRAFT STRATEGY DOCUMENT**

Councillor Bowden stated that the reason for having a Pre-budget and Strategy meeting is to assist in informing the BAFO what the Town Council's priorities are, and will be, particularly in the near future, in order that he can develop and formalise budget figures for the next financial year and make some predictions for two or three years beyond that.

Led by Councillor Ellis, a working party had drawn up a Draft Strategic Plan for the Town Council covering the years 2016 – 2021. Councillor Ellis had already sent an electronic copy of the documents out to Members via email and Members had received a hard copy in the meeting papers.

Councillor Ellis talked through the various sections of the document and explained how the working party had approached the development of the Draft Strategy. He emphasised that it was very much a 'living' document; to be reviewed and updated on an annual basis. The Draft Strategy can be built on with input from Councillors and residents, as it will go out for consultation once the final draft is completed.

Councillor Ellis acknowledged that some of the proposed actions will have financial implications.

One that he highlighted was his proposal for the Council to go for NALC accreditation for Gold Status in the Local Council Award Scheme. He believes this is achievable over a six year period.

A discussion took place regarding what the Town Council's role might be in some of the items listed in the document and how we might be able to influence matters. For example, educational attainment in Birchwood is shown at being below the Warrington average for pupils achieving at least five GCSE passes at grades A - C by 5.1%.*

There are various opinions as to why that might be. Some believe it might be that the high school is not giving the pupils the best education they could expect. Some think it is because the pupils are leaving the primary schools with lower skills than they should have and others think it starts even before that, with some children leaving pre-school without basic development points being met when they enter reception classes. It could then be argued that education isn't being supported in some homes, where it should start.

Councillor Fitzsimmons stated that it is the same with health inequalities – it could be argued that it starts at birth.

Councillor T. Hearldon said that there appears to be little communication between schools; leading to no knowledge of how expectations will change on transitioning from one school environment up to the next.

Councillor Reeves informed Members that multi academy trusts have been suggested to schools and so far Gorse Covert Primary School has indicated that it would be interested. If this did develop in future, it might ensure that standards are raised across the community.

Councillor Bowden stated that the issue for the Town Council is that it needs to be clear what its role is or can be with regard to such matters. Since academies have been formed, there is little or no community representation on the Boards of Governors. Whereas when schools were under the control of the local authority there were always elected Members on the board, representing both Local and Borough Councils.

Councillor Reeves said that academies have more choice over who they wish to represent them on their Governing Bodies and he acknowledged that the role of local authorities is being reduced on the boards.

At tonight's meeting, Councillor Ellis informed Members that all the modifications suggested by Councillors and Officers had been included in the most recently updated Draft Strategy document; which had been circulated to Members.

Councillor Ellis confirmed that the document will evolve and develop over time as additional information, for example about facilities available in the area, come to light and also following public consultation of the document (refer also to *Minute 286/16-17* below).

285/16-17 **BUSINESS IMPROVEMENT DISTRICT (BID)**

As this matter had been briefly raised during discussions with the Police earlier in the meeting and features prominently in the Draft Strategy document, it was agreed that it would be considered at this point in the meeting and was brought forward from later on the agenda.

The Draft Strategy document lists various 'opportunities'; one of which is that the Town Council could 'Work to facilitate a Business Improvement District model for Birchwood as a means of bringing more money into improving Birchwood, by working constructively with Birchwood Forum.'

Councillor Ellis briefly outlined what a BID is, how it would be created and the potential for it to not only benefit local businesses, but also local residents in various related ways – such as by funding a website where all local businesses could advertise Birchwood job vacancies; or by funding additional landscaping maintenance around the area.

Before a BID can be established a scoping study first has to be undertaken. Councillor Ellis proposed that the Town Council might wish to show support and allocate 10% of the £7,500 needed for the study – a total of £750. If that study is successful then another £20,000 (to be verified) would be required to put together the formal initial proposal. Councillor Ellis suggested that at that stage the Town Council might wish to consider making a financial contribution towards the proposal.

If the BID does go ahead, both sums of money would be refundable. Success figures are 85% of applications pass at the first attempt. If an application is not successful, changes can be made followed by a resubmission – 96% applications are successful at the second attempt; therefore the probability is high that the Town Council would have its money refunded.

Councillor Fitzsimmons stated that he believes the Town Council no longer has a choice regarding this matter as, in his opinion, there is going to be strong competition from developing areas such as Omega, which will be very appealing with new roads and new landscaping.

If businesses are tempted away from Birchwood, it could have a detrimental effect on the area. For example, a lot of footfall at the shopping centre is generated from Birchwood employees. If businesses move out, there will be less footfall, less customers and local shops may start to close if they cannot afford their rents, reducing the vitality and sustainability of the shopping centre.

Councillor Fitzsimmons added that for a modest investment the Town Council could help to ensure that Birchwood remains attractive to businesses and residents alike. He said that he thinks that some residents may not realise the potential threat to the whole community if footfall is lost to the shopping centre and businesses move out of the area.

*Following further discussion Councillor Fitzsimmons **proposed**, Councillor Breslin **seconded** and it was **unanimously agreed** that a recommendation to put £750 towards the scoping exercise for the BID be put to the December 2016 Council meeting.*

Action *For the above recommendation to be taken forward to the 2016 December meeting.*

At tonight's meeting Councillor Ellis reported that he had attended a meeting of Birchwood Forum which had 17 attendees who had gathered to discuss the proposals for the BID. Councillor Ellis said that there was a lot of interest in the BID and seven organisations pledged to put money into the scoping project, which would be the next stage to decide on how to progress. One representative of a company on Woolston Grange had attended the meeting; however, the general view was that matters regarding the BID would become too complicated if it is extended over a larger area; beyond Birchwood.

It was suggested that there could potentially be two separate BID areas covering Birchwood i.e. Birchwood Park as one area and the rest of Birchwood as another.

Although the proposed BID involves businesses, not residents, Councillor Ellis stated that there are core issues that a BID will address, such as landscaping and keeping the environment tidy, that apply equally to the aspirations of the Town Council and local residents. Therefore everyone will benefit.

Councillor Ellis added that because the Town Council is involved at the initial stages of this proposal (if Members agree) then it has a 'seat at the table' and will be able to make suggestions and influence the direction of the BID to some degree.

Councillor Ellis said that once the scoping phase has been undertaken, if that study is successful then another £20,000 (to be verified) would be required to put together the formal initial proposal. At that stage the Town Council might wish to contribute further funding (of around £3,000) to enable the formal proposal to go ahead. All money will be returned once the BID goes ahead (the BID has to be voted for by 50% of local businesses – if successful all businesses in the area then have to put money into the BID 'pot').

The success rate for BID proposals is 85% on the first pass. There is then a chance for failed proposals to make amendments and resubmit the proposal - there is a 98% success rate on the second pass and, if required, 100% on the third pass.

It is hoped that the scoping phase can commence in January 2017 and would take around six weeks. Phase two could then be completed towards the end of 2017; with, potentially, the vote undertaken by the end of the year.

Members discussed the BID and felt that it would benefit the whole community if one was in place, especially as Birchwood is potentially competing with other up and coming, newer areas, such as Omega.

The BAFO asked that as money for both the scoping exercise and phase two would be returned, with percentages showing that there is not a high risk of this not happening, would Members consider making a formal proposal for the Town Council to become a partner in the scoping exercise in the amount of £750.

Councillor Fitsimmons **proposed** that the Town Council becomes a partner in the BID scoping exercise and pledges £750 to part fund this phase of the BID proposal. This was **seconded** by Councillor Reeves and **unanimously resolved** by those Members present.

286/16-17 **DRAFT STRATEGY DOCUMENT – THE NEXT STAGE**

Councillor Bowden suggested that if anyone had any individual comments to make prior to the December meeting, that they contact Councillor Ellis directly within the next three weeks. He added that some actions may need the named individuals to be changed.

The next stage is to review and hopefully agree the document at the December 2016 meeting before it goes out for consultation; possibly from December (if the document is agreed).

Councillor Ellis stated that there may need to be some funding put towards the cost of consultation. In the document he had suggested looking at the Town Council subscribing to 'Survey Monkey'; an online survey application.

Councillor Ellis advised that the second level of Survey Monkey that would be required for this consultation would probably cost the Town Council around £300 for an annual subscription.

Councillor Ellis asked Councillor Bowden how the Borough Council would undertake consultations.

Councillor Bowden stated that most consultations are done via their website and informing people how to take part via the local press. He suggested that it does not need to be made complicated and could be done relatively simply; by using our website and social media page, notice boards and engaging with the local community groups.

Members did not think that subscribing to Survey Monkey was necessary at this stage.

Councillor Atkin suggested that another Strategy Meeting be held in January 2017 to discuss what the survey questions might be.

Action *Members to forward any comment/suggestions regarding the Draft Strategy document to Councillor Ellis as soon as possible – prior to the December meeting.*

Councillor Bowden thanked Councillor Ellis for his presentation and Members of the Working Party for their part in developing the document.

At tonight's meeting the Chair called for a formal resolution to approve the Draft Strategy document in its current format. The document had already been circulated to Members with modifications made since the November meeting included (refer also to *Minute 284-16/17* above).

Councillor Nelson **proposed** and Councillor T. Hearldon **seconded** that the latest Draft Strategy document be approved. This was **unanimously resolved** by those Members present.

Councillor Ellis suggested that a separate meeting of the Strategy Group, to which all Councillors are invited, be set; in order to discuss what type of feedback the Town Council would like to receive from residents regarding the Draft Strategy, what sort of questions we need to ask and how to communicate the consultation exercise and undertake survey work as widely as possible in the community.

The meeting was set for 17th January at 6pm.

Councillor Ellis said that he hoped that the consultation work could be completed within four months – with a target date of around 17th May 2017.

Action The Strategy Group to progress the public consultation work for the Draft Strategy document.

337/16-17 **MINUTES OF THE FINANCE SECTION OF THE PART II STRATEGY AND FINANCE MEETING – 22ND NOVEMBER 2016**

The Minute numbers below (287/16-17 to 288/16-17 inclusive) are those from the Part II Strategy and Finance Meeting held on Tuesday 22nd November 2016; now considered to be Part I items. Minutes from that meeting are shown in *italics* and in a smaller point size. Any additional comments, discussions and/or decisions made at tonight's meeting on those Minutes are shown in normal type.

The BAFO referred to the presentation of the Draft Strategy document and said that there were some items that could be afforded within the current budget, such as funding to put towards the BID scoping exercise, NALC Local Council Award costs and possibly Survey Monkey for a year.

Other major items might not be possible within the budget that has been prepared for 2017/2018 as this had to be prepared on known matters. Costs on other potential community events, etc. would have to be taken forward to the next budget cycle, i.e. 2018/2019.

Warrington Borough Council requires the Town Council's 2017/2018 budget information and precept requirement by 15th January 2017.

Councillor Bowden confirmed that the Council would accept that during 2017/2018 there would be nothing additional expected other than those things the Town Council normally does, or has already considered and included in the budget figures.

The BAFO stated that he had presented Schedule A 'Birchwood Town Council Budget Year-End Projected Outturn 2016/2017 and Financial Projection for, 2017/2018, 2018/2019 and 2019/2020' and 'Estimated Income/Expenditure/Balances for 2016/2017 and 2017/2018 (Schedule B) to Members in their papers for their information and consideration.

The current projected total expenditure for 2017/2018 is £363,500.

The BAFO gave an explanation of Schedule A (see page 223 below) and how the projections had been worked out. He told Members that he has worked out the budget figures assuming that bulky waste collections and part-funding a PCSO would still be going ahead for 2017/2018.

(a) **Bulky Waste Collections:**

The BAFO asked if Members wished to consider the bulky waste collections at this point in the meeting; which they did.

The BAFO reported that the cost of disposing of bulky waste is currently running in the region of around £8,000 plus VAT annually. This does not include the costs of man hours, fuel, vehicle wear and tear, etc. it is purely disposal costs.

The BAFO added that there are a relatively small number of residents who utilise the service, which, although it is appreciated by residents, is no longer good value for money as the way we are able to dispose of the waste has had to change over the years. Whilst stopping the service may potentially increase the possibility of additional flytipping on the streets, items collected as flytipped can, however, be taken to School Brow and disposed of for free; it would then just be manpower, fuel and vehicle wear and tear costs as our residual costs.

Councillor Ellis said that he had recently spent a day working with the Maintenance Team and he had been out in the morning assisting with collections. He said that, on average the team could get about 2.5 collections in one van load (especially as there were a lot of three piece suites to collect). Each van load costs a minimum of £150 to tip, there is a significant amount of time taken driving to Lymm to the waste site, tipping off and driving back. Councillor Ellis estimated that in reality one load was costing at least £170 if all the costs are accounted for.

Officers confirmed that there are, on average, 12 households visited on each collection day and around 25 collection days per year – approximately 300 collections, a few of which are repeated addresses (maximum 2 collections per year per household).

Councillor M. Hearldon said that even though our service is available people still flytip.

Councillor Bowden stated that ideally it is the Borough Council that should collect flytipped items from the area.

Councillor Fitzsimmons stated that at present Warrington Borough Council will (currently) take up to three items of waste away for £20.

Officers were asked whether the Town Council could charge for collections; however, it would still cost significantly more than the £20 it costs residents for the Borough Council to take them and would still be poor value for money. (We have asked in the past if we can 'piggy-back' onto the Bulky Bob collection service but have been told it is not possible.)

Following further discussions it was suggested that a recommendation be made at the December meeting that bulky waste collections services be withdrawn from 1st April 2017 in order to give residents prior warning.

This was unanimously agreed.

The BAFO confirmed that we will still have the resources to deal with most flytipped waste.

Action *To recommend at the December 2016 meeting that bulky waste collection services cease on 31st March 2017.*

The BAFO stated that if this recommendation is approved, there will be an additional £8,000, equivalent to 1.5% of the budget, to be put towards other services.

At tonight's meeting and following further discussions, it was **proposed** by Councillor Breslin and **seconded** by Councillor Fitzsimmons that the Town Council ceases the bulky waste collection service on 31st March 2017. This was **resolved** by all Members present.

The Town Council will still be able to collect some flytipped items. There are, however, still restrictions on the type of flytipped items we can collect; e.g. we do not have a licence to collect, transport or dispose of electrical items due to WEEE regulations, and we cannot collect food waste.

(b) *PCSOs:*

The BAFO asked Members to consider whether they wish to continue to part-fund a PCSO. The Police are currently requesting one additional year of funding, at the same level as last year - £11,918 - whilst another review is undertaken. This was also discussed earlier in the meeting (see Minute 283/16-17). There is no commitment to then have to sign up for 2018/2019 as well.

Councillor Fitzsimmons said that he thinks we are duty bound to give them at least one more year whilst they undertake the review and the Town Council has the opportunity to feed its comments/ concerns/wishes regarding services we receive from the PCSOs into the review for consideration.

Councillor Allman asked whether the Town Council could stop the funding for a year and then start again if the review shows a marked improvement in what will be offered.

This is a question to which no one knew the answer; it was suggested that the question could be put to the Police.

(See Minute 330/16-17 above when, 'The BAFO stated that we have been informed that Local Councils can opt out and then re-join the funding scheme . . .')

Councillor Allman feels that currently the funding is a waste of money; that the PCSOs are no longer being used properly for the benefit of the residential community.

Councillor Ellis said that although crime rates are not high, some people feel that it is not safe to go out at night and they need some reassurance, which is a role that the PCSOs also fill.

Councillor Breslin said that he thinks the Council needs more clarification regarding the benefits of part-funding a PCSO and what additional services we receive, more than an unparished area – which still have PCSO cover paid for by the Borough Council.

Councillor Linney was concerned that if the Town Council chooses to no longer part-fund a PCSO, that residents might perceive it as not being a good decision.

*Councillor Bowden **proposed** recommending to the December Council meeting to agree to continue the funding for one more year, whilst the Police undertake a full review of PCSO services. In addition, the Town Council will consult with residents, as part of the Draft Strategy consultation, on their views regarding the continued funding of PCSOs.*

Members put this to a vote.

*Of the ten Members in attendance, 9 voted in favour of the recommendation; Councillor Allman voted against. The recommendation was therefore **approved by a majority**.*

Action *For the above recommendation to be taken forward to the 2016 December meeting.*

At tonight's meeting Councillor Fitzsimmons commented that if the Town Council part funds a PCSO for at least one more year, it is then up to the Chief Superintendent to prove to us and other Local Councils that the PCSO provision received for the funding allocated is good value for money.

Following further discussions, it was **proposed** by Councillor T. Hearldon and **seconded** by Councillor Fitzsimmons that the Town Council continues to part fund one PCSO for the 2017/2018 financial year and review the situation once the Police have undertaken their review. This was **unanimously resolved** by all Members present.

(c) **Additional Items:**

The BAFO explained some of the other figures on Schedule A – see page 182 (now page 223) below.

(i) **Employment Costs**

The BAFO stated that on line 4, 'Employment Costs . . .' that the probable cost to the end of March 2017 is lower than the amount allocated in the Budget for 2016/2017 due to several staffing vacancies arising.

The figures for 2017/2018 reflect a full complement of Community Maintenance Officers with pay costs in line with current pay structures (Living Wage Foundation scheme). We have subsequently been notified that the Living Wage rate for 2017/2018 will be £8.45 per hour (2.4%).

The BAFO added that the estimated expenditure for 2017/2018 for employment costs takes into account recruitment to fill vacancies plus one additional member of staff, as the Town Council has decided to take on some grass cutting services in addition to their usual work commitments. Caretaker costs are accounted for separately (on line 1).

At tonight's meeting, the BAFO stated that there will be some additional costs related to undertaking some grass cutting responsibilities; including insurance for two mowers at around £1,000 annually and initial training for staff (£535). There are still some technicalities to resolve regarding the insurance.

Discussions are still ongoing regarding the maintenance of the mowers and payment for fuel.

(ii) **Election Fees**

The BAFO said that the £5,000 that had been budgeted for in 2016/2017 was exceeded by £464; however, there is an earmarked election fund of £27,000 and if the Town Council elections had not taken place as the same day as the Borough Council and Police and Crime Commissioner elections, the costs would have been much higher, closer to £30,000 and the fund would have been depleted.

As there are no foreseen elections for 2017/2018, 2018/2019 and 2019/2020, the BAFO believes there is currently enough in the election fund, if required, to cover a number of by-elections. In addition, the Borough Council usually offers the opportunity to spread elections costs over four years. Therefore there is a NIL amount in the budget for elections for 2017/2018, 2018/2019 and 2019/2020.

(iii) **Grants**

Councillor Allman stated that he is aware that a number of local organisations will probably be approaching the Town Council for grant funding over the next year.

The BAFO said that up to £10,000 is allocated in the budget (line 9 on Schedule A) for 2017/2018 for grants. Last year £8,000 was budgeted for, but only around £5,000 has been awarded. Part of the reason for this is the reduction in the number of local organisations that have been approaching the Town Council for grant assistance over the last couple of years.

(iv) **Community Developments**

The BAFO stated that the proposed budget provision for community developments of £10,000 in the 2016/2017 budget appears to have been exceeded (£66,000). However the payments made for the Forest Park Multi-Use Games Area development are covered in the earmarked reserves in the 2016/2017 Accounts Statement.

The figure remaining in the Community Development Fund for 2017/2018 is expected to be £57,000. The BAFO said that some of this is earmarked for the next phases of improvements at Birchwood Forest Park, to the BMX/Skateboard area and the Brook Footpath Project.

Councillor Ellis asked about the possibility of reinstating the community pantomime and an event for residents, such as a presentation to recognise community volunteers.

Action *BAFO to put together some additional figures re: potential future community events for the December 2016 meeting.*

This was deferred to a future meeting.

(v) **Business Rates**

The BAFO reported that there is currently a re-evaluation being undertaken of business rates, with thresholds at which payments have to start being made set to rise.

At present it looks as though the Town Council may no longer have to pay business rates because of the re-evaluation. However, as this has yet to be confirmed, the current amount (£2,400) has still been included within the budget figures (line 2).

(vi) **Council Vans and Utility Suppliers**

A question was raised by Councillor Atkin regarding what resilience the Town Council has in place should the Town Council vans suddenly become unroadworthy.

The BAFO said that he has allowed, as he has previously been guided, for a certain amount of money in earmarked reserves to be allocated in the budget each year for additional equipment/vehicle replacement which will be £23,000 for 2017/2018. If necessary, the Town Council would be able to purchase a good, second hand van with relatively low mileage for in the region of around £9,000.

The BAFO also confirmed, in response to another query by Councillor Atkin about utility suppliers, that the Town Council will be coming to the end of the first year of a three year dual fuel agreement with SSE; which has made us a saving of approximately £500 - £600 per year. The Town Council regularly compares deals and prices for gas and electricity, telephones, photocopying and consultancy services; and will take the best option available at the time a contract is due for renewal.

Members did not have any additional queries or comments to make at this time regarding Schedule A.

288/16-17 RATE PRECEPT STRATEGY

The BAFO explained that a working balance figure is assumed from 2016/2017 for 2017/2018 of £93,543.00 (shown on Schedule B – see page 183 (now page 224) below and that there are earmarked reserves of £107,000 for 2017/2018.

The BAFO went on to explain that Schedule B shows the scenario for 2017/2018 for a Band D property if the precept were to be increased by 0%, 1%, 1.5% or 2% respectively.

The BAFO added that there is some good news to report in that the information received from Warrington Borough Council regarding the number of Band D properties that can be taken into account when setting the precept in Birchwood has risen by 26 since last year. This means that without making any changes, there will already be an increase in the precept collected by £2,501.00.

The increase does not necessarily mean that there have been 26 new properties built; it is more likely that some properties have been improved/extended and have therefore gone up in value before they have been sold over the last year, at which point when they are sold the band they are in is re-evaluated.

For future years, if proposed developments on the Oliver Plunkett and Chatfield Road sites go ahead, it is likely that there will be some more additional Band D properties in Birchwood.

The BAFO stated that there is, however, some ‘bad’ news that he has been made aware of. Up until now Local Councils have been protected by the Borough Council from the Council Tax Support Scheme, which it has absorbed.

Councillor Bowden confirmed that, probably from 2018/2019, it is likely that the Borough Council will have to pass the share of reduced income due to the Council Tax Support Scheme (in the region of £200,000) back to Local Parish Councils. Birchwood’s share could be in the region of £38,000.

If the Town Council had to raise that amount for next year, it would equate to a precept rise of around 14.7%.

*Following further discussions and taking into account the information above and items with potential financial implications raised within the Draft Strategy document, Councillor Allman **proposed** and Councillor Ellis **seconded** that a recommendation be made to the December Council meeting that the Town Council precept for 2017/2018 be raised by 2%. This was **unanimously agreed** by those Members present.*

Action *To take the above recommendation forward to the December 2016 Council meeting.*

A 2% rise equates to an additional £1.93 being paid by a Band D property (£98.11 for the new financial year). This will bring in additional precept income to the Town Council of approximately £9,434.00 more than 2016/2017.

It was felt that a 2% rise is a financially responsible decision, particularly given the possibility of the Council Tax Support falling to Local Councils in future years, and to ensure that the Council has the resources necessary to offer additional services, such as grass cutting to our residents and absorbs general inflation costs increases.

The BAFO stated that as he now has guidance from Councillors, he will prepare additional figures for presentation at the Precept Meeting.

The BAFO asked for guidance on the timetabling of a formal Precept Meeting; whether Members wish to make the decision at the meeting on 20th December 2016, or if they would prefer a separate meeting to take place early in January 2017; as the Council's Precept requirements and Budget have to be with the Borough Council by 13th January 2017.

Members agreed that they would like to have the figures available to consider at the December 2016 meeting and that the first part of the December 2016 meeting will be the formal Precept Meeting.

Action BAFO to prepare final figures for presentation at the December 2016 meeting.

The BAFO stated that these Minutes of tonight's meeting are likely to form part of the documentation when the end of year accounts are next done, to show the external auditor that Members undertake formal consideration and analysis of the elements that will affect future budgets and the local Precept.

The Precept proposals were discussed again earlier in the evening of 20th December 2016; during the formal Precept Meeting, when the Town Council **unanimously agreed** that a 2% rise in the Precept was a financially responsible decision. See Minute 325/16-17 in the Minutes of the Part I Finance, Precept 2017/2018 Meeting.

This part of the meeting concluded at 8.50 pm

Payment of Accounts:		(DD - Direct Debit * - online payment submitted/approved by two Officers)				
Resolved: that the following payments be approved as some of the residual July/August/September accounts						
Date	Payee	Ref	Description	Net	VAT	Gross
20.07.2016	Allstar	DD	Fuel	£ 27.12	£ 5.42	£ 32.54
20.07.2016	Warrington Borough Council	DD	Business rates	£ 196.20		£ 196.20
20.07.2016	Emap	DD	Annual renewal subscription to Local Government Chronicle	£ 224.10		£ 224.10
25.07.2016	United Utilities	DD	Water	£ 59.31		£ 59.31
26.07.2016	Elite Industrial Supplies	*	Workwear and PPE	£ 25.74	£ 5.15	£ 30.89
26.07.2016	ESI	*	6 monthly service emergency lighting & fire alarm system	£ 251.00	£ 50.20	£ 301.20
26.07.2016	Cheshire Pension Fund	DD	(E'ee £514.45 E'er £1,657.36)	£ 2,171.81		£ 2,171.81
26.07.2016	HM Revenue & Customs	DD	(Tax £1551.00 NI £1,836.70)	£ 3,387.70		£ 3,387.70
27.07.2016	Telesis Ltd	DD	Phone charges	£ 52.55	£ 10.51	£ 63.06
27.07.2016	Allstar business	DD	Fuel	£ 63.33	£ 12.67	£ 76.00
29.07.2016	Post Office Ltd	CHQ	Vehicle tax NH57 CZV	£ 230.00		£ 230.00
29.07.2016	The Church of the Ascension Woolst	CHQ	Grant - Church of the Transfiguration community BBQ	£ 100.00		£ 100.00
29.07.2016	Copyrite Digital Systems	DD	Photocopier charges	£ 47.79	£ 9.56	£ 57.35
01.08.2016	Screwfix Direct	DD	(B&Q a/c) compost, plants, plant food, tools	£ 67.99	£ 13.61	£ 81.60
01.08.2016	United Utilities	DD	Water	£ 35.05		£ 35.05
02.08.2016	O2 - ref a/c 04760571	DD	Mobile phones	£ 14.92	£ 2.98	£ 17.90
03.08.2016	Allstar business	DD	Fuel	£ 65.79	£ 13.16	£ 78.95
03.08.2016	C Caddock	*	Reimbursement for Avast 3 yr licence from Nexway	£ 79.99		£ 79.99
04.08.2016	Legal and General -	DD	Ill Health Insurance	£ 92.34		£ 92.34
08.08.2016	HSD Online	*	Replacement mop heads/spares	£ 24.13	£ 4.82	£ 28.95
08.08.2016	ADS RecyclingLtd	*	Bulky waste disposal WM8539	£ 250.00	£ 50.00	£ 300.00
08.08.2016	ChALC	*	Training for new Clrs (some to be recharged to other Councils)	£ 337.50		£ 337.50
08.08.2016	Regal Polythene	*	Bin sacks and paper hand towels	£ 351.72	£ 70.34	£ 422.06
08.08.2016	August Wages	*	11 staff	£ 11,114.49		£11,114.49
08.08.2016	Warrington Borough Council	*	Election charges re: May 2016	£ 5,464.05		£ 5,464.05
08.08.2016	David Webster & Sons Ltd	*	Forest Park MUGA first interim payment	£ 9,000.00	£1,800.00	£ 10,800.00
08.08.2016	Elite Industrial Supplies	*	Workwear & PPE (2 x invoices)	£ 143.09	£ 28.62	£ 171.71
10.08.2016	Allstar business	DD	Fuel	£ 74.56	£ 14.91	£ 89.47
10.08.2016	G Crowe	*	Reimbursement re: Livedrive Internet Ltd - cloud account	£ 65.83	£ 13.17	£ 79.00
10.08.2016	F McDonald	*	Partial reimbursement for glasses (vdu work) from Specsavers	£ 96.73	£ 5.27	£ 102.00
10.08.2016	G Crowe	*	August petty cash reimbursement	£ 200.00		£ 200.00
10.08.2016	Warrington Borough Council -	*	Wildflowers scheme	£ 626.37	£ 125.27	£ 751.64
10.08.2016	PCC for Cheshire	*	PCSO ann. Contribution - April 16 - March 17	£ 11,918.00		£ 11,918.00
12.08.2016	United Utilities	DD	Water	£ 30.33		£ 30.33
15.08.2016	Copyrite Digital Systems	DD	Photocopying charges	£ 75.12	£ 15.03	£ 90.15
15.08.2016	O2	DD	Device plan mobile phones	£ 17.88	£ 3.57	£ 21.45
15.08.2016	Financial Direct Fees	DD	re: FD Online Transactions	£ 41.60		£ 41.60
17.08.2016	Allstar business	DD	Fuel	£ 78.09	£ 15.62	£ 93.71
17.08.2016	E-on	DD	Electricity Locking Stumps MUGA	£ 8.14	£ 0.41	£ 8.55
19.08.2016	Acumen	*	August Payroll Services	£ 38.00	£ 7.60	£ 45.60
19.08.2016	Risley MOT & Truck	*	2 x invoices - PO51 WLE - MOT & service and	£ 134.26	£ 16.85	£ 151.11
			ND58 BZR - investigate fault/replace ignition switch			
19.08.2016	ADS Recycling Ltd	*	Bulky waste disposal WM8556	£ 375.00	£ 75.00	£ 450.00
22.08.2016	Warrington Borough Council	DD	Business rates	£ 196.00		£ 196.00
23.08.2016	United Utilities	DD	Water	£ 59.31		£ 59.31
24.08.2016	Allstar business	DD	Fuel	£ 8.37	£ 1.67	£ 10.04
24.08.2016	Environment Agency	*	Environment Agency - waste carrier's licence fee	£ 145.00		£ 145.00
25.08.2016	Telesis Ltd	DD	Phone charges	£ 52.67	£ 10.53	£ 63.20
25.08.2016	Cheshire Pension Fund	DD	(E'ee £440.81 E'er £1,401.79)	£ 1,842.60		£ 1,842.60
25.08.2016	HM Revenue & Customs	DD	(Tax £1397.80 NI £1,664.91)	£ 3,062.71		£ 3,062.71
26.08.2016	BNP Paribas	DD	Photocopier lease 26/8/16 - 25/11/16	£ 373.00	£ 74.60	£ 447.60
30.08.2016	Post Office Ltd	CHQ	Vehicle tax PO51 WLE	£ 230.00		£ 230.00
31.08.2016	Allstar business	DD	Fuel	£ 116.43	£ 23.29	£ 139.72
01.09.2016	O2 - ref a/c 04760571	DD	2 x mobile phones	£ 41.18	£ 8.24	£ 49.42
01.09.2016	United Utilities	DD	Water	£ 38.55		£ 38.55
01.09.2016	Southern Electric	DD	Gas - Parkers Farm	£ 123.97	£ 6.19	£ 130.16
01.09.2016	St John Ambulance	*	First Aid at Work course (IS)	£ 290.00	£ 58.00	£ 348.00
01.09.2016	ADS Recycling Ltd	*	Bulky waste disposal (WM8576)	£ 375.00	£ 75.00	£ 450.00
02.09.2016	SSE Scottish Hydro	DD	Electricity - Parkers Farm	£ 279.13	£ 13.95	£ 293.08
05.09.2016	Legal and General	DD	Ill Health Insurance	£ 219.73		£ 219.73
07.09.2016	Allstar Business	DD	Fuel	£ 21.71	£ 4.34	£ 26.05
						cont . . .

Schedule A

Nov-16

**BIRCHWOOD TOWN COUNCIL BUDGET
YEAR-END PROJECTED OUTTURN 2016/2017
AND FINANCIAL PROJECTION FOR 2017/2018, 2018/2019 AND 2019/2020**

ITEM NO.	EXPENDITURE ITEM	BUDGET 2016/2017	PROBABLE TO MARCH 2017	ESTIMATED EXPENDITURE 2017/2018	ESTIMATED EXPENDITURE 2018/2019	ESTIMATED EXPENDITURE 2019/2020
1	Caretaker's costs - Parkers Farm	£ 7,200	£ 7,200	£ 7,500	£ 7,800	£ 8,000
2	General and Water Rates/Gas/Electric	£ 7,000	£ 6,000	£ 7,000	£ 7,400	£ 8,000
3	Insurance/Subs/Fees/Car Tax/Bank Charges	£ 17,000	£ 17,000	£ 18,000	£ 18,800	£ 20,000
4	Employment costs (inc employer NI & superannuation)	£ 215,000	£ 183,884	£ 240,000	£ 250,000	£ 250,000
5A	Civic - Chairman's Allowance	£ 1,000	£ 1,000	£ 1,000	£ 1,000	£ 1,000
5B	Civic - Newsletter and Flower Displays	£ 6,000	£ 6,000	£ 5,000	£ 5,000	£ 5,000
5C	Councillors Allowances/Expenses	NIL	NIL	NIL	NIL	NIL
6A	Town Council Revenue Expenditure	£ 34,000	£ 36,000	£ 34,000	£ 34,000	£ 34,000
6B	Police Community Support Officer	£ 12,000	£ 12,000	£ 12,000	£ 12,000	£ 12,000
7	Community Developments	£ 10,000	£ 66,000	NIL	NIL	NIL
8	Town Council Elections	£ 5,000	£ 5,464	NIL	NIL	NIL
9	Grants	£ 8,000	£ 5,000	£ 10,000	£ 10,000	£ 10,000
10	Parkers Farm Estate/Maintenance/Equipment fund	£ 3,000	£ 3,000	£ 5,000	£ 5,000	£ 5,000
11	Loans inc. Mortgage Fund for Parkers Farm Estate	£ 24,000	£ 24,800	£ 24,000	£ 23,000	£ 22,000
	TOTALS	£ 349,200	£ 373,348	£ 363,500	£ 374,000	£ 375,000

Signed _____ Chair

Signed _____ Clerk

Signed _____ RFO

Date: _____

SCHEDULE B		BIRCHWOOD TOWN COUNCIL			
					Nov-16
		Estimated Income/Expenditure/Balances for 2016/2017 and 2017/2018			
		2016/2017	2017/2018	2017/2018	2017/2018
PROJECTED OUTTURN FOR					
Balances B/F		£ 119,724.00	£ 93,543.00	£ 93,543.00	£ 93,543.00
Precept		£ 344,167.00	£ 346,668.00 (P) at nil% +£2501	£ 350,134.00 (P) at 1% +£5967	£ 353,601.00 (P) at 2% +£9434
Other Income		£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00
x Total Income		£ 466,891.00	£ 443,211.00	£ 448,411.00	£ 450,144.00
x Total Expenditure		£ 373,348.00	£ 363,500.00	£ 363,500.00	£ 363,500.00
Balances including earmarked * reserves		£ 195,543.00	£ 186,711.00	£ 191,911.00	£ 193,644.00
Projected Working Balances 31st March each year		£ 93,543.00 †	£ 79,711.00 †	£ 83,177.00 †	£ 86,644.00 †
		Current Precept	2017/2018 Precept	Estimated Precept	Estimated Precept
		£ 96.18	£ 96.18 (P) at NIL% increase	£ 97.15 (P) at 1% increase +97p	£ 98.11 (P) at 2% increase +£1.93
x Excluding VAT payments/refunds					
* Earmarked reserves:					
1	General Equipment/Parkers Farm Maintenance Fund	£ 18,000.00	£ 23,000.00	£ 23,000.00	£ 23,000.00
2	Community Development Fund	£ 57,000.00	£ 57,000.00	£ 57,000.00	£ 57,000.00
3	Election Fund	£ 27,000.00	£ 27,000.00	£ 27,000.00	£ 27,000.00
	Total	£ 102,000.00	£ 107,000.00	£ 107,000.00	£ 107,000.00
	† Working balances				
					(P) % Precept increase