



MINUTES OF MEETING OF FINANCE COMMITTEE
19 November 2024
10:00, Woolton Hill Church Hall

Chairman: Cllr Hurst (Chair)
Present: Cllr Rand, Cllr Titcomb
Clerk: Amy White

1. Welcome and apologies

Cllr Hurst welcomed everyone to the meeting.

2. Review of Minutes of last Meeting

The Minutes of the meeting held on 07 October 2024 were agreed and signed by the Chair, Cllr Hurst.

3. Actions arising from meeting held on 07 October 2024

- Clerk to send the approved £10000 to HCC- **Actioned**.
- Clerk to update mandate with Natwest- **Actioned**.

4. Budget first draft

The committee worked through the budget first draft.

Considerations:

- National insurance and living wage rise 25/26- will potentially affect services/contracts and Clerk salary.
- Ongoing maintenance costs of ageing assets.
- Planned uplift in Litter Warden grant from BDBC (30%)
- CIL income likely to increase

Budget first draft can be found at the end of the Minutes. Committee will take this to the full council meeting on 09 December. Precept decision will be made at full council meeting in January.

5. Items to take to next meeting

Budget second draft.

Next meeting: TBC.

FORECAST AND BUDGET SPEND 2025-26

Code Title	2024-25 Budget	Apr - Nov Actual	----- Forecast -----				2024-25 TOTAL	Variance	2025-2026 Proposed Budget	Comments
Administration										
Clerk Gross Salary	12390.00	8031.00	1010.00	1010.00	1010.00	1010.00	12071	£ 319	12500 NI increase/Living wage increase	
Pension Employer	343.00	203.00	30.00	30.00	30.00	30.00	323	£ 20	372	
Employer NI	360.00	224.00	23.00	23.00	23.00	23.00	316	£ 44	700 As above	
Clerk WFH Expenses	320.00	208.00	26.00	26.00	26.00	26.00	312	£ 8	320	
Clerk's Expenses	200.00	156.00	10.00	10.00	10.00	10.00	196	£ 4	200	
Litter Warden Expenses	420.00	280.00	35.00	35.00	35.00	35.00	420	£ -	420	
Administration							0	£ -		
Payroll Admin	192.00	128.00	16.00	16.00	16.00	16.00	192.00	£ -	220 NI increase/Living wage increase	
Misc Admin incl travel, other expenses	100.00	160.00	10.00	10.00	10.00	10.00	200	-£ 100	400 Travel eg Basingstoke	
Scribe Accounting Software	280.00	268.00	34.00	34.00	34.00	34.00	404	-£ 124	410	
Website subscription	120.00	80.00	10.00	10.00	10.00	10.00	120	£ -	120	
Training	100.00	106.00	0.00	0.00	0.00	0.00	106	-£ 6	200	
Hall Hire	200.00	285.00	34.00	34.00	34.00	34.00	421	-£ 221	450	
Insurance	1800.00	1706.59	0.00	0.00	0.00	0.00	1706.59	£ 93	2000	
Audit	700.00	635.00	0.00	0.00	0.00	0.00	635	£ 65	650	
Subscriptions	1300.00	1030.00	0.00	0.00	0.00	0.00	1030	£ 270	1100	
Misc Maintenance	6000.00	848.00	6000.00	0.00	0.00	0.00	6848	-£ 848	6000	
Playground infrastructure maint	3000.00	1100.00	1000.00	0.00	0.00	0.00	2100	£ 900	3000	
Annual Maint Agmnt from Precept	8200.00	6078.00	868.00	868.00	868.00	868.00	9550	-£ 1,350	10000 NI increase/Living wage increase	
Footpaths	500.00	0.00	100.00	100.00	100.00	100.00	400	£ 100	500	
Highways	500.00	0.00	0.00	0.00	0.00	0.00	0	£ 500	500 Fingerpost replacement etc	
Speed indicator placement	1680.00	770.00	280.00	0.00	280.00	0.00	1330	£ 350	1500 NI increase/Living wage increase	
Chairmans Allowance	100.00	40.65	10.00	10.00	10.00	10.00	80.65	£ 19	100	
CCTV Maintenance	700.00	600.00	0.00	0.00	0.00	0.00	600	£ 100	650	
Planning	2500.00	0.00	0.00	0.00	0.00	0.00	0	£ 2,500	2500	
Tree Survey and maintenance?	600.00	600.00	0.00	0.00	0.00	0.00	600	£ -	0 Not required for 25/26	
11 EWPC Grants & Sec 137	£ 1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1000	
SUB TOTAL	43,605.00	23,537.24	9,496.00	2,216.00	2,496.00	2,216.00	39,961.24	2,643.76	45,812.00	

GRANT SPEND	Budget	Actual	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
16 HCC Grant spend	£ -	753.80	0.00	0.00	0.00	0.00	753.80	-753.80	0
BDBC Grant spend	£ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
S106 spend/ CIL	£ 4,164	560.00	0.00	0.00	0.00	0.00	560.00	3,604.00	0
Annual Maint Agmnt from Grass cutting Grant	£ 2,200	2,200.00	0.00	0.00	0.00	0.00	2,200.00	0.00	2200
Litter Warden Salary	£ 5,689	3,966.00	496.00	496.00	496.00	496.00	5,950.00	-261.00	7800
SUB TOTAL	12,053.00	7,479.80	496.00	496.00	496.00	496.00	8,710.00	3,343.00	10,000.00

TOTAL	55,658.00	31,017.04	9,992.00	2,712.00	2,992.00	2,712.00	48,671.24	5,986.76
--------------	------------------	------------------	-----------------	-----------------	-----------------	-----------------	------------------	-----------------

Earmarked Reserves	Budget	Actual	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
100 Scribbens	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5000
101 Boardwalk	10,000.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0
102 S106/Orchard	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	10000
CIL	4,164.00	600.00	0.00	0.00	0.00	0.00	600.00	0.00	12000
Legal fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2000
SUB TOTAL	29,164.00	10,600.00	0.00	0.00	0.00	0.00	10,600.00	15,000.00	29,000.00

TOTAL	84,822.00	41,617.04	9,992.00	2,712.00	2,992.00	2,712.00	59,271.24	0.00	20,986.76	#REF!
--------------	------------------	------------------	-----------------	-----------------	-----------------	-----------------	------------------	-------------	------------------	--------------

Current Bank Balance:	20184
Spend Nov	3044
Predicted spend Dec-Mar:	16424 (Admin)
	1984 (Litter warden grant)
PLUS VAT reclaim	2578
PLUS Redwood Transfer due 6/1/25	10000
Total Predicted bank balance March 2025	11310 NATWEST

Bank Balance Redwood 23252 (10000 less from transfer)
 Bank Interest 1000 (currently £898)

TOTAL Predicted Bank Balance End Mar 2025 **35562**