

**Gnosall Parish Council**  
**Minutes of the Resources Committee Meeting**  
**held on 7<sup>th</sup> December 2017 at 7.30pm in the Parish Office**

Present: Cllr K Ingram (in the chair), Cllr K Abbott, Cllr R Greatrex, Cllr G Payne, Cllr S Green, Cllr M Booth, Jayne Cooper, Clerk

Press and Public – none present

1	<p><b>To receive apologies and record absences</b></p> <p>Apologies received from Cllr Emsley and Cllr Alker</p>	
2	<p><b>To receive any declarations of interest</b></p> <p>There were no declarations of interest.</p>	
3	<p><b>To receive and confirm the minutes of the meeting held on 11<sup>th</sup> October 2017</b></p> <p>The minutes were approved as a true and accurate record.</p>	
4	<p><b>To deal with any matters arising not dealt with elsewhere on the agenda</b></p> <p><b>Asset Register</b> - ongoing</p>	Clerk
5	<p><b>To commence budget preparation for financial year beginning 1st April 2018 and consider precept and concurrent grant requirements for 2018/19</b></p> <p>A draft budget, prepared by the Chairman of Resources and the Clerk was presented and included budget requests from other Committees. The Clerk and Resources Chairman had made efficiencies to the budget and reduced costs and requests from other committees wherever possible.</p> <p>The most significant budget increases were the employment and grass cutting costs. The employment budget had been increased following notification from Bradleys Accountancy that Employers Allowance had been incorrectly applied and therefore the NI &amp; PAYE monthly contributions had risen as would the employer's pension contributions. Personnel Committee had made allowance for recommended pay increases.</p> <p>To maintain the current standard of grass cutting and other open space maintenance, the specification had been amended and the costs had risen accordingly, the Open Spaces committee had reviewed all costs in detail and approved a new contract with JWH for 2018-2022.</p> <p>Amendments were made to some other budget headings.</p> <p>It was agreed reserve funds would be retained for the following expenditure:</p> <ul style="list-style-type: none"> <li>• Grosvenor Centre Redevelopment fund £20,000.00</li> <li>• Resurfacing allotment road £40,000</li> <li>• Acres project phase 3 £10,000</li> <li>• Personnel Contingencies</li> </ul> <p>It was noted that £50,000 was already held the building society for the</p>	

	<p>tennis court and outdoor gym (this project would hopefully be completed in 2017/18)</p> <p>Expected income was also reported and discussed as well as a suggested precept. Details from Stafford Borough Council regarding Gnosall Parish Council's Tax Base for 2018/19 was reviewed when discussing the precept and various other options were presented for consideration. It was agreed the precept should be £66,561.00 a 6.6% increase on the previous year.</p> <p>It was proposed, seconded and unanimously agreed to recommend to Council, at its meeting on 11<sup>th</sup> December, that the budget as presented with the agreed amendments as well as a precept of £66,561.00 is accepted.</p> <p>The increase in precept equates to £32.28 for a Band D property an increase of £2 per year.</p> <p>Publicity would be arranged to explain how and why the precept had been agreed.</p>	
6	<p><b>To report on any funding applications</b></p> <p>GLEAN (Library Working Group) had submitted an application for £9830 to Awards for All</p> <p>The Community Paths Initiative bid for £1000 had been successful. Tools would now be purchased.</p>	
7	<p><b>To consider any requests for donations</b></p> <p>None received</p>	
8	<p><b>To deal with correspondence referred by main Council</b></p> <p>None received</p>	
9	<p><b>To confirm the time and date of the next meeting</b></p> <p>7.2.18 at 7.30pm</p>	

The meeting closed at 9pm

**GNOSALL PARISH COUNCIL Draft Budget 2018/19**

Code	Description	2017/18	2018/19
1	Employment Costs	£55,140.00	£64,000.00
2	Audit Fee	£500.00	£500.00
4	Bank Charges	£50.00	£50.00
5	Phone & Broadband	£700.00	£700.00
6	Staff Training	£400.00	£500.00
7	Staff Travel	£150.00	£150.00
8	Advertising	£100.00	£100.00
9	Printing & Stationery	£2,000.00	£1,800.00
10	Fixtures & Fittings	£250.00	£250.00
11	Sundries	£300.00	£300.00
12	Postage	£200.00	£175.00
13	Payroll Preparation	£200.00	£0.00
14	IT Maintenance inc. SCRIBE	£700.00	£700.00
15	Civic Amenity Visits	£200.00	£276.00
16	Subscriptions	£850.00	£850.00
17	Contingencies - General	£2,000.00	£2,000.00
18	Annual Assembly / Report	£150.00	£150.00
19	Election Expenses	£1,000.00	£1,000.00
3	Insurance - General & Grosvenor	£3,500.00	£3,600.00
58	Marketing - Grosvenor	£250.00	£100.00
70	Electricity - Grosvenor	£3,000.00	£3,000.00
71	Gas - Grosvenor	£2,600.00	£2,600.00
72	Water - Grosvenor	£2,600.00	£2,600.00
73	Grosvenor Cleaning inc Materials, windows and sanitary	£750.00	£750.00
76	Fire Protection - Grosvenor	£150.00	£200.00
80	Contingencies - Grosvenor	£0.00	£0.00
81	Licences - Grosvenor	£500.00	£500.00
250	Repairs & Renewals - Grosvenor	£5,000.00	£2,000.00
100	Chairman - Expenses	£200.00	£200.00
101	Councillor - Training	£200.00	£250.00
102	Cllr - Travel/Expenses	£200.00	£200.00
200	Allotments -maintenance	£1,300.00	£1,300.00
201	Water - Allotments	£400.00	£500.00
203	Water - Burial Ground	£200.00	£300.00
250	Open Spaces Equipment / Repairs	£8,500.00	£7,000.00
1.02	Office Equipment/software	£1,000.00	£500.00
206	Grass Cutting inc Burial Ground	£12,798.00	£17,282.00
1.05	GMK	£3,500.00	£3,000.00
100 1.05	Christmas	£2,000.00	£2,000.00
1.04	Churchyard Maintenance	£800.00	£800.00
1.03	Website maintenance	£300.00	£300.00
	Section 137	£800.00	£800.00

	General Data Protection exp		£250.00
	<b>Total</b>	<b>£115,438.00</b>	<b>£123,533.00</b>

#### **Donations**

401	Local Donations	£800.00	£800.00
1.04 1.05	GFest	£1,000.00	£0.00
	Gnosall Library	£1,000.00	£0.00
1.06 400	Best Kept Village	£1,000.00	£1,000.00
	<b>Total</b>	<b>£3,800.00</b>	<b>£1,800.00</b>

#### **2018/19 projects**

1.03	Fun Day	£1,000.00	£500.00
	Village signs	£0.00	£0.00
	Safety surfacing & park		£10,000.00
	<b>Total</b>	<b>£1,000.00</b>	<b>£10,500.00</b>

#### **Total Expenditure**

<b>£120,238.00</b>	<b>£135,833.00</b>
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#### **Income**

1.00	SBC Concurrent Grant	£3,680.00	£3,680.00
1.01	Rosebuds Lease	£18,471.00	£18,471.00
1.00	Precept	£60,239.35	£66,561.38
1.01	Hire of Grosvenor Centre	£16,000.00	£16,000.00
1.00	SCC Grass cutting	£3,000.00	£3,000.00
1.00	VAT Repayment	£6,000.00	£6,000.00
1.01	Building Society Interest	£250.00	£250.00
1.00	Wayleaves	£106.00	£106.00
1.00	Allotment income	£1,300.00	£1,300.00
1.01	Burial Fees	£5,000.00	£5,000.00
1.01	Bar Takings	£150.00	£150.00
1.01	Water / Insurance from Rosebuds	£2,500.00	£1,000.00
1.05	Christmas Grant from SBC	£545.00	£545.00
1.03	Rent from Staffordshire Police	£2,080.00	£2,080.00
1.02	Other grants and misc income	£20.00	£0.00
		<b>£119,341.35</b>	<b>£124,143.38</b>
	<b>Total income</b>	<b>£119,341.35</b>	<b>£124,143.38</b>
	<b>Total expenditure</b> (excluding expenditure from reserves)	<b>£120,238.00</b>	<b>£135,833.00</b>
	<b>Surplus/deficit</b>	<b>-£896.65</b>	<b>-£11,689.62</b>

#### **Projects from Reserves**

	Grosvenor Centre Projects	£20,000.00	£20,000.00
1.02	Resurfacing Allotment road	£60,000.00	£40,000.00
1.05	Donations to groups/organisations	£4,200.00	£0.00
1.05	Acres Project Phase 3	£3,000.00	£10,000.00
1.01	Tennis court and outdoor gym		£50,000.00
	Personnel contingencies		£6,500.00
	<b>Total</b>	<b>£87,200.00</b>	<b>£126,500.00</b>