



**Minutes of the Wickersley Full Parish Council Meeting -Budget and Precept, 11<sup>th</sup> January 2021, held remotely due to the Covid 19 situation, commencing at 18.30pm**

Members: Cllrs:-S Ellis (in the Chair) J Barber, A Bates , P Beighton, M Godfrey, C Grimes, N Judah, B McNeeley, M Scott, K Phillips, and P Thirlwall

Also, in attendance C J Lavell, Parish Clerk and Responsible Finance Officer to clerk the meeting, S Fletcher, Deputy Parish Clerk to manage remote access and any issues arising and A Naylor, Assistant Clerk, admin, and finance to observe.

No members of the public in attendance

The Chair welcomed the Councillors to the virtual meeting of Wickersley Parish Council. The need having arisen due to the Covid 19 pandemic and the Government advice that actual face to face meetings should not be held. The Chair outlined the protocol for holding and managing remote meetings.

Previous matters of the Council since lock down commenced in March 2020, have been managed by the Delegated Powers Committee. Full Council meeting resumed on 21<sup>st</sup> September 2020 this is a Full council virtual meeting with audio link up for anyone requiring this option. All Councillors have been provided with electronic copies of relevant papers for the meeting.

**5993/21 To receive apologies for absence**

No apologies were received

The Chair welcomed Amy Naylor to the meeting and congratulated her on her appointment as Assistant Clerk-admin and finance to the Parish Council.

*Note Emails received on 12.01.2021 from Cllrs E Boswell and T Nurse stated they were unable to access the meeting remotely . This will be investigated.*

**5994/21 To note any declarations of interest on items to be discussed at this meeting**

No declarations of interest declared.

**5995/21 To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business being transacted, Under Public Bodies (Admission to Meetings) Act 1960, S1 (2)**

It was **RESOLVED** to move agenda item 4, Update on legal cases into confidential and thus exclude members of the public and press.



**5996/21 To receive an update on legal cases**

Councillors were updated on legal cases being considered and it was RESOLVED that Councillors Ellis, Godfrey and Thirlwall would proceed this matter to the next stage agreed at the meeting and report back to Councillors at the next Full Council meeting.

This item to be added to Full Council agendas for the foreseeable.

**5997/21 To receive a financial report and financial forecast, covering the financial statement and implications to date for this current year, from the Chair of Finance and Responsible Finance Officer.**

The Chair of Finance and the Responsible Finance Officer had prepared and circulated in advance of the meeting the following reports, these are included as Appendices to these minutes.

- Briefing on Finance, Precepts and Reserves
- Financial Statement and Proposed Budget 2021-22
- Narrative to accompany Proposed budget proposal
- Draft Reserves Policy

The Chair of Finance, Cllr Barber talked Councillors through the Briefing on Finance, Precepts and Reserves paper.

1. Forecast and Base budget

The 2020/21 budget was forecast to generate a £1,000 surplus. The forecast to year end is that there will be a £30,000 surplus arising from a CIL payment of £44,000 and no elections being held therefore £6,500 budgeted for remained unspent.

However, there was a loss of income due to COVID-19 and lockdowns, experienced by Winthrop and football, plus an increase in Superannuation costs arising from the McCloud judgement. This leads to the above-mentioned forecast £30,000 surplus.

2. Planned use of Reserves 2020/21

The Wickersley Park Play Area development has been successfully completed and come in on budget at £102,000.

The small projects work has been affected by the COVID-19 pandemic and only £12,000 of the planned £42,000 works have been completed.

This leads to a forecast carry forward figure of £216,000 at year end.

3. Base Budgets-2021-22

Draft budgets have been calculated for 2021-22 and show a forecast deficit of £10,000, before any precept increase or savings proposed.



The increase in proposed budget allows for prudent forecast increases in tender renewals, increased staff costs, superannuation and pay award provisions offset by a proposed increase in recharge to WCCA (subject to further discussions) and reduced spend on the Neighbourhood plan.

4. Precept

To maintain a balanced budget in 2021-22 either an increase of precept is needed (£10,000) or a combination of savings and increased precept.

5. Projects 2021-22

A suggested approach to projects for 2021-22 is that unspent project budgets of £30,000 are carried forward with an additional £20,000 set aside from reserves for new projects once previous years projects have been completed.

6. Reserves at 31.03.2022

It is forecast that taking the above into consideration a final reserves figure of £216,000 is forecast for 31/03/2020.

7. Other Significant Issues

It was also stated that several significant issues should be noted.as below

Any continuing impact of COVID-19 on our budget in 2021-22 will need to be considered from the financial management element of reserves

Due to COVID-19 there has been no progress on the Winthrop gardens proposed development during 2020-21. It is therefore assumed any financial impact will be in 2022-23 other than the £15,000 costs of professional fees previously approved.

The Recreation committee are ambitious to carry on with Phase 2 of the Wickersley Park development, proposals still to be received.

It was acknowledged it will be difficult to fund both Wickersley Park further developments and Winthrop Gardens proposed developments from current reserves. The Parish Clerk is producing a paper on the car park land owned at Wickersley Park.

Allowance to be made for potential legal costs

Major maintenance requirements at the WCCA are greater than the accumulated surpluses. The building and its infrastructure /plant are now 10 years old. This needs to be the subject of a paper presented for review at a Parish Council meeting and considered as a longer-term financial impact.



**5998/21 To consider the Budget proposal, 2021-22**

It was **RESOLVED** unanimously to approve the budget proposal presented to the meeting.

This sets a base expenditure budget at £267,000 and income at £257,000. If the precept is increased by £10,000 to £267,000, this will achieve a balance base budget.

**5999/21 To consider small projects expenditure for 2021-22**

It was proposed that the remaining small projects monies of £30,000 from 2020-21 is carried forward to 2021-22 and a further £20,000 be allocated from reserves for small projects for 2021-22. Committees are able to continue with small project works for the remainder of financial year 2020-21 which would come from the stated £30,000.

The £20,000 small project monies for the coming year will be bid for by Chairs of committees at Full Council and an order of priorities determined.

It was stated however that it is expected Committees will complete the outstanding project works before commencing new works to remove the backlog of projects dating back to 2018, unless an acceptable explanation for non-completion is presented to and agreed by Full Council.

It was **RESOLVED** unanimously to approve the above proposal.

**6000/21 To provide an update on reserves policy.**

The reserves policy was considered, and it was **RESOLVED** this would be received for approval at the end of this financial year, when updated figures are included.

**6001/21 To set the precept for 2021-22**

Information was presented relating to the impact on a Band D property of increases to the precept, based on last year's figures as RMBC are still awaiting this information for the current year.

It was calculated that a £10,000 increase would cost a Band D property approximately an additional £2.63 a year equating to a monthly increase of 0.22 pence. This was considered acceptable to Councillors who did not wish to see an unacceptable increase to Parishioners on their Council Tax bills due to the Parish Council in what has been an exceedingly difficult year for all due to the economic pressures created by the COVID-19 19 pandemic.

It was **RESOLVED** unanimously to set a precept of £188,000 for 2021-22, representing a £10,000 increase on the previous year.

The Chair gave thanks to the Chair of Finance and Responsible Finance Officer for the quality of information produced for the meeting.

**The meeting closed at 20.30.**

**6002/21 The date of the next Full Council meeting is to be January 18<sup>th</sup> at 18.30pm.**

Signed .....Chairman Date.....