

**STEDHAM WITH IPING PARISH COUNCIL**  
**FINANCE & GENERAL PURPOSES BUDGET 2016/2017 WORK PARTY**  
**Held on 6 December 2015**

**In attendance: Lucy Petrie, Eddie Lintott, Colin Moseley, Debra Chalton and the Clerk**

When referring to expenditure all figures will be **VAT exclusive**.

**EXPENDITURE**

**A ADMINISTRATION**

**A01 Clerk's salary:**

15/16 £4,421 SCP 22 £10.527 x 7.5 hours per week + 30 hours per annum holiday pay. There may be some overtime due.

16/17 £4,551 estimate (+ national pay award due April 2016).

**Recommendation: Promotion to SCP 23 @ £10.836 per hour**

**A02 Office expenses – includes petty cash.**

Note: SIPC does not pay for use of office, heating, lighting, computer and software, file back-up, telephone etc.

15/16 £300 £150 payroll, £95 cartridges, estimate £25 paper, £30 petty cash

16/17 £320

**Recommendation: To re-appoint Robert Clow & Co, accountants, to do the payroll**

**A03 Councillors' expenses**

15/16 £109 Wine for APM, gift for auditor, travel for website training.

16/17 £100

**A04 Hire of hall**

15/16 £250 estimate (same rate as last year)

16/17 £300

**A05 Insurance**

**Recommendation not to insure fixed assets for replacement**

15/16 £464 (new 5 year agreement)

16/17 £470 (extra expenditure for index linking bandstand)

**Recommendation: Not to insure fixed assets for replacement apart from bandstand**

**Recommendation: To enter into a five year agreement with Zurich**

**A06 Audit fee**

15/16 £100

16/17 £100 estimate.

**A07 Miscellaneous charges**

Bank charges, Data Protection

15/16 £48

16/17 £50

**A08 Training**

15/16 £110 Training of DC and possibly LP

16/17 £200

**A09 Publicity and website**

15/16 £1,237= (£188 parish magazine to end Dec) + £1,049 for website (£790 set up and service charge + £84 virus scanning + £125 for .gov address + £50 for emails)

16/17 £849 (£260 parish magazine and £589 website)

**A10 Election**

15/16 £300 estimate 16/17 £0

**A11 Section 137**

Subject to certain formalities up to £7.36 (2015/16) per elector can be raised for any purpose (not covered by usual expenditure) which the council believes will be of benefit to the Parish.

## **B CONTRIBUTIONS, SUBSCRIPTIONS & GRANTS**

### **B01 Grass cutting Stedham churchyard**

15/16 £1,089

16/17 £1,100 (+1%) quote from Roger Wallis

**Recommendation: To accept Roger Wallis & Sons' quotation**

### **B02 Memorial Hall** (repayment of PWLB loan £5,143 outstanding)

15/16 £1,589

16/17 £1,532

### **B03 Stedham Sports Association** grant for upkeep of the sports ground

15/156 £300

16/17 £300

### **B04 Subs and grants** includes SALC, Local Councils Review, CPRE and Midhurst Bus.

15/16 £351: SALC £223 (electorate 656), CPRE £30, LCR £18 and MCB £50, SMHT £30 for donation to RBL

16/17 £368: SALC £240 (electorate 675), CPRE £30, LCR £20 and MCB £50, SMHT £30 for donation to RBL (may be more if need new wreath)

## **C OPEN SPACES**

**Grass Cutting** – Roger Wallis is putting up his charges by 1% overall.

(Split: RG 52% CV 20% ICY 28%)

**Recommendation: To accept Roger Wallis & Sons' quotation**

**C01 RG grass cutting** 15/16 £1,516 16/17 £1,531

**C02 RG weedkilling/tree surgery/ new post etc**

15/16 £0 16/17 £0

### **C03 Play equipment inspection**

15/16 £150 (+0%) for a maintenance inspection which includes tightening bolts, greasing moving parts and replacing bungs etc.

16/17 Playsafe quote £165 (+10% – extra because of new equipment)

**Recommendation: To accept Playsafe's quotation**

### **C04 Play equipment maintenance**

15/16 £24 for painting swing at CV)

16/17 £300

### **C05 Rent**

15/16 £250 (allotments £100 and play area £150)

16/17 £300 estimate (new contract in September)

### **C06 CV grass cutting**

15/16 £583 16/17 £589

### **C07 CV strimming, trees, football pitch etc.**

15/16 £0 16/17 £0

### **C08 Fencing** £0

### **C09 Parish land clearance/trimming/, seeding, weedkilling, daffodils etc.**

15/16 £0 16/17 £0

### **C10 Allotments water and maintenance** – accounts attached

15/16 £62 16/17 £100

### **C11 Iping closed churchyard grass cutting**

15/16 £816 16/17 £824

### **C12 Dog bin/ litter bins and emptying**

15/16 £864 estimate (2 years) Dog bin £295 and litter bins £65 each (14/15 price)  
16/17 £355 New bin with fixing £145 + £210 estimate for emptying three bins

**Recommendation: To remove dog bin and obtain new litter bin for School Lane.**

**C13 General repairs, seats, signs, bus shelters, telephone box**

15/16 £110

16/17 £350 (including 2 x painting telephone boxes (cost £124 in 2011))

**D CAPITAL PROJECTS**

15/16 £5,160 £4,874 RG new play equipment, 285 RBL Iping signs, £1 Iping phone box

16/17 £450 estimate for binding SIPC minutes from 1975 to 2015 to make 9 books

**E CONTINGENCIES**

16/17 £3,000

**F STEDHAM SPORTS ASSOCIATION PAVILION**

15/16 £150 estimate (planning permission for tennis court)

16/17 £0

**RECEIPTS**

**H NATWEST INTEREST**

15/16 Estimate £9

16/17 Estimate £8

**J ALLOTMENT RENTS (30 September to 29 September)**

15/16 £300 16/17 £300

**K PRECEPT**

15/16 £16,650 (Band D = £39.63 = + 0.2%) + CDC grant £741 = £17,241 = + 1.9%

16/17 £16,950 (Band D = £41.10 = + 2.7%) + CDC grant £626 = £17,576 = + 1.1%

**L CDC Local Council Tax support scheme**

(+ 2<sup>nd</sup> home revenues minus council tax support for parishioners)

15/16 £741 16/17 £626

**M GRANTS/MISCELLANEOUS**

15/16 £3,692 £1,250 returned by WRPC re St Cuthmans, £5 Stedham book, £2,437 grant for new equipment

**Q NET VAT**

14/15 -£634 15/16 +£634 16/17 £0

**RESERVES:** Reserves includes money for elections, emergencies and building up funds for projects. Estimate about £13,000 (Estimate amount still to pay out £8,200 by 31 March 2016).

**Recommendation: To accept the Budget and to precept for £16,950.**

L Petrie, Chairman F & GP Committee

J Crawford, Clerk and RFO

6/12/15