

Haslington Parish Council

Minutes of the Finance Committee Meeting held on Friday 22nd November 2024 at Oakhanger Methodist Church

Attendance: Cllr Graham Sawyer (Chair), Cllr Sam Green, Cllr Yvonne Bushill

Apologies: None

Not in attendance: Cllr Mark Trigger, Cllr Steven Welch

Also in attendance: Clerk Wayne Salisbury

Public: None

Meeting started at 7:00 pm.

1. To elect a Finance Committee Chair for the ensuing year

RESOLVED: Cllr Graham Sawyer be appointed as Chair of the Finance Committee for the ensuing year.

2. To elect a Finance Committee Vice-Chair for the ensuing year

RESOLVED: Cllr Sam Green be appointed as Vice-Chair of the Finance Committee for the ensuing year.

3. To receive apologies for absence

Apologies were received from Cllr M Trigger and Cllr S Welch.

4. Declarations of Interest

Cllr Green declared an interest in external contracts forming part of item 8.

5. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 18th April 2024 be approved as a correct record and signed by the Chair

6. Public Participation

No members of the public were in attendance.

7. 2024 - 25 Forecast Review

The committee reviewed the 2024 - 25 forecast information and anticipated budget position for the year's end. It was highlighted that if several specific projects are completed by the end of the year that expenditure would be nearer to what was budgeted. However, a lower amount will need to be appropriated from reserves.

8. 2025 - 26 Budget Recommendation

RESOLVED: The committee recommends to the full council that the 2025 - 26 budget be set to incur Payments (expenditure) of £204,900. (Further details on page 206 – 209).

9. 2025 - 26 Precept Request Recommendation

RESOLVED: The committee recommends to the full council that the 2025 - 26 precept request be £92,626. Due to the increased tax base, this would result in no change on the 2024 - 25 precept payment to the electorate and a band D precept would be £32.78 (Further details on page 210).

10. 2025 - 26 Reserves Appropriation Recommendation

RESOLVED: The committee recommends that the additional income required to fulfil budgeted expenditure is appropriated from reserves. Anticipated appropriation based on forecasted other income to be £74,774.

Meeting ended at 8:35 pm.

As resolved in item 8 - 2025 - 26 Budget Recommendation (Page 1 of 4)

Haslington Parish Council							
Draft Budget 2025 - 2026							
						Finance Committee Recommendation	
Current Year 2024-2025						2025-2026	
Administration		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
3	Telephones /Broadband			400.00	527.62		600.00
4	Postage			100.00	74.40		100.00
5	Stationery			500.00	134.05		250.00
7	Website			1,000.00	784.00		1,000.00
8	Subscriptions/Memberships			3,400.00	2,734.65		1,500.00
9	Legal Fees			1,500.00	1,500.00		1,500.00
10	Audit Fees			1,500.00	1,936.00		2,000.00
11	Election Costs			2,000.00	0.00		2,000.00
12	Insurance			4,000.00	4,000.00		4,000.00
13	Room Hire			550.00	253.00		450.00
14	Computer Equipment/Software			500.00	79.90		1,000.00
31	Planning Matters				24.00		100
33	Noticeboards			1,000.00	1,000.00		0.00
41	Employee Expenses			500.00	413.36		500.00
42	Employee Training			600.00	250.00		600.00
49	Payroll Services			300.00	200.00		300.00
	Scribe Accounts						700.00
	Scribe Bookings						550.00
	Scribe Civicly						700.00
	SUB TOTAL			17,850.00	13,910.98		17,850.00
Current Year 2024-2025						2025-2026	
Christmas		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
18	Christmas Tree			2,500.00	2,500.00		2,750.00
19	Christmas Activities/Projects			500.00	500.00		600.00
	SUB TOTAL			3,000.00	3,000.00		3,350.00
Current Year 2024-2025						2025-2026	
Defibrillators		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
36	Defib Maintenance			500.00	250.00		500.00
37	Defib Purchase			10,000.00	4,100.00		1,500.00
	SUB TOTAL			10,500.00	4,350.00		2,000.00

As resolved in item 8 - 2025 - 26 Budget Recommendation (Page 2 of 4)

Floriculture		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
25	Floriculture Maintenance			10,000.00	11,003.00		15,000.00
60	New Planters			3,500.00	2,413.75		1,000.00
61	Remove Old Planters			1,000.00	407.00		300.00
62	Dingle Asset Maintenance			10,000.00	10,000.00		10,000.00
	Winterley Poolside Maintenance						500.00
	SUB TOTAL			24,500.00	23,823.75		26,800.00
Grants/Donations		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
15	Churchyard Upkeep			2,000.00	1,850.00		2,000.00
17	Grants/Donations			2,500.00	2,500.00		1,000.00
	SUB TOTAL			4,500.00	4,350.00		3,000.00
Grasscutting		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
26	Grass cutting			4,000.00	3,566.00		6,000.00
63	Odd Jobs Contract			3,500.00	3,425.00		3,700.00
	SUB TOTAL			7,500.00	6,991.00		9,700.00
Gutterscroft		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
21	Maintenance			4,500.00	2,074.25		3,000.00
22	Utilities			3,500.00	2,676.65		3,500.00
34	Feasibility Study						
46	Gutterscroft Income	12,000.00	14,382.30				
56	Rebuild Project			8,000.00	8,000.00		
57	Equipment/Sundries			1,500.00	292.75		1,000.00
58	Hire Refund		-600.00				
64	Cleaning			2,000.00	2,586.00		3,200.00
65	Replacement Chairs			1,100.00	1,100.00		
66	Tarmac - Entrance Road			5,000.00	5,000.00		
	SUB TOTAL	12,000.00	13782.30	25,600.00	21,729.65	0.00	10,700.00
Littering/Flytipping		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
32	Littering/Flytipping			1,000.00	1,760.00		2,000.00
	SUB TOTAL			1,000.00	1,760.00		2,000.00

As resolved in item 8 - 2025 - 26 Budget Recommendation (Page 3 of 4)

		Current Year 2024-2025				2025-2026	
Members Expenses		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
27	Members Expenses			500.00	0.00		250.00
28	Members Training			1,500.00	400.00		750.00
67	Chairs Allowance			300.00	300.00		600.00
	SUB TOTAL			2,300.00	700.00		1,600.00
Neighbourhood Plan		Current Year 2024-2025				2025-2026	
Neighbourhood Plan		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
35	Neighbourhood Plan			3,000.00	0.00		3,000.00
	SUB TOTAL			3,000.00	0.00		3,000.00
Parish Community		Current Year 2024-2025				2025-2026	
Parish Community		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
23	Play Equipment			4,000.00	3,026.25		4,000.00
24	Playing Field Maintenance			500.00	500.00		500.00
38	Community Maintenance Work			1,500.00	0.00		1,000.00
40	Community Projects/Activities			3,000.00	1,020.00		1,000.00
45	Benches and Bins			2,000.00	1,527.60		1,500.00
47	Best Kept Garden Competition			750.00	666.50		350.00
51	SIDS			2,000.00	6,500.00		5,000.00
53	Public Convenience			1,040.00			
54	Newsletter/Information Bulletins			1,000.00	554.99		1,000.00
69	Signage			1,000.00	304.00		500.00
70	Youth Shelter			8,000.00	0.00		
71	Sports Equipment - Gutterscroft			2,400.00	2,400.00		
72	Community Chest - PB			10,000.00	10,000.00		
73	Playground Fencing - Gutterscroft			15,000.00	11,435.86		
74	D-Day Celebrations			2,000.00	2,143.97		
75	Gazebo			1,000.00	1,000.00		
76	Meeting Projector			1,200.00	274.92		
	Playground Refurb						75,000.00
	SUB TOTAL			56,390.00	41,354.09		89,850.00
Payroll		Current Year 2024-2025				2025-2026	
Payroll		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
1	Salaries and Wages			17,318.00	17,628.96		20,000.00
2	Tax and NI			3,300.00	3,385.92		5,000.00
	Pension						2500
	SUB TOTAL			20,618.00	21,014.88		27,500.00

As resolved in item 8 - 2025 - 26 Budget Recommendation (Page 4 of 4)

Remembrance		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
29	War Memorial Maintenance			150.00	150.00		300.00
30	Remembrance Activities			700.00	533.00		1,250.00
	SUB TOTAL			850.00	683.00		1,550.00
Streetlighting		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
20	Streetlighting			2,719.00	2,698.41		3,000.00
	SUB TOTAL			2,719.00	2,698.41		3,000.00
Events		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total (Forecast)	Budget	Budget
	Events						3,000.00
	SUB TOTAL			0.00	0.00		3,000.00
Precept		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total	Budget	Total	Budget	Budget
6	Precept	90,722.00	90,722.00			92,626.00	
	SUB TOTAL	90,722.00	90,722.00			92,626.00	
Misc Income		Current Year 2024-2025				2025-2026	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Total (Forecast)	Budget	Total	Budget	Budget
39	VAT Reclaim	15,000.00	12,340.53			17,000.00	
48	Misc Income	2,420.00	18,230.31			1,000.00	
68	CCLA Bank Interest	7,380.00	7,532.76			5,000.00	
	Unity Trust Bank Interest					1,000.00	
	Gutterscroft Hire Income					14,000.00	
	Gutterscroft Hire Deposit Return					-500.00	
	SUB TOTAL	24,800.00	38,103.60			37,500.00	
TOTAL		127,522.00	142,607.90	180,327.00	146,365.76	130,126.00	204,900.00
					Reserve Appropriation 3,757.86		Reserve Appropriation 74,774.00

As resolved in item 9 - 2025 - 26 Precept Request Recommendation

2767.44	Tax Base
£ 90,722.00	Precept Requirement (£) 2024 - 2025

2825.53	Tax Base
£ 92,626.00	Precept Requirement (£) 2025 - 2026

Precept Difference	£ 1,904
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Band	DIS	A	B	C	D	E	F	G	H
Precept 2024 - 2025	£ 18.21	£ 21.85	£ 25.50	£ 29.14	£ 32.78	£ 40.07	£ 47.35	£ 54.64	£ 65.56
Precept 2025 - 2026	£ 18.21	£ 21.85	£ 25.50	£ 29.14	£ 32.78	£ 40.07	£ 47.35	£ 54.64	£ 65.56
Increases									
Per Yr	£ (0.00)	£ (0.00)	£ (0.00)	£ (0.00)	£ (0.00)	£ (0.00)	£ (0.00)	£ (0.00)	£ (0.00)

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