

**Minutes of the meeting of the Finance Committee of East Hanney Parish Council
on Wednesday 20th September 2023 at 7.30pm
in the Olde Hanney Room, Hanney War Memorial Hall.**

Councillors Present: Cllr Dennill, Cllr Gowen, Cllr Green, Cllr Kirk, Cllr McKechnie (Chair), Cllr Reed

Councillors Absent: None

Also Present: Wendy Bates (Clerk)

1. To receive apologies for absence

a. None

2. To receive any Declarations of Interest from Councillors relating to items on the Agenda

a. None

3. Current year financial update:-

a. Review of accounts to date.

Year End	31/03/2024	2023-24 Actual	2023-24 Budget	Notes
1				1.05
INCOME				
Receipts:				
	SSE Way leave	-	20.14	Increased in line with last year plus Castle Homes Wayleave. Enquire about substation.
	Land Rent - HWMH	-	10.00	
	Allotment Rents	72.50	120.00	increase to £10 per plot from 2024/25. Budget for 23/24 corrected.
	Field rent	300.00	385.00	£150 football, £300 Sparrows, £150 Cricket. £312 Invoice serious 4 sport. invoices sent 20/9/23
	Grass Cutting Allowance (OCC)	918.30	918.30	
	Sovereign Housing	-	24,895.00	
	Interest Received	688.23	-	
	VAT Reclaimed	-	-	
Total Receipts:		1,979.03	26,348.44	
Grants	Grants	10,401.91	10,000.00	
S106	S106/CIL	126,816.40	60,350.78	£28840.78 CIL received S106 MUGA: £67206.39; Art £30769.23
PWLB Loan	PWLB Loan	-		
Precept	Precept	71,373.00	71,373.00	

TOTAL INCOME		210,570.34	168,072.22	
OUTGOINGS				
	Office costs	10.36	1,000.00	consider printer/replacement?
	Mobile Phone	68.60	180.00	
	Chairman's Allowance (costs of office/expenses)	-	500.00	
	Meeting Costs	413.91	396.00	*Moved to Parish Admin
	Parish Online (mapping software)	37.50	40.00	
	Professional Memberships	565.66	650.00	SLCC £125, OALC £265, CFO £60, OxPFA £50, Altmts £65, ICO £35, OxWild £35.
	Training	283.40	1,000.00	SLCC conf £250, OALC £55 (Clerk 3 courses, Clls 1 course each), CAB 12th ed. Book £119. *Move to Parish Admin
	Bank Charges	18.00	100.00	allow for additional bank account
	Insurance	683.56	2,220.75	allows for incresed cost due to new playground & MUGA
	Internal Audit	300.00	300.00	
	External Audit	-	630.00	Income £100k-£200k £420, £200k-300k £630
	Professional Advice	585.00	5,000.00	assuming legal advice required for planning applications etc. £3000 from reserves
	Sundries	-	50.00	
Parish Administration		2,965.99	12,066.75	* Revised allocation of items to Parish Administration.
	Hanney News monthly entry	-	200.00	
	Website	511.04	682.50	includes Hanneys website
	Elections	200.00	2,000.00	Budget for full election
Communications		711.04	2,882.50	
	Parish Clerk Salary	8,252.79	17,500.00	
	Working From Home Allowance	180.00	420.00	
	Employers National Insurance	-	-	
	Employers NEST Pension Contribution	177.32	337.80	
	Payroll Contingency	-	750.00	cover clerk etc

Payroll		8,610.11	19,007.80	
	Playground Maintenance & ROSPA Check	422.81	2,000.00	
	Gang mowing	2,048.00	3,600.00	increase for Kings Leases Pitches. 24/25 allow for Rosie Bees
	General Maintenance inc. bin emptying	8,464.64	11,702.00	bin emptying £136/m, Graffiti £150/m , Biffa £110/m, Greens £650/m, graveyard
	Street Furniture maintenance	-	1,000.00	to be reviewed
	Kings Leases Owner A	250.00	500.00	
	Kings Leases Owner B	500.00	1,000.00	
	Allotment Costs	-	100.00	
	Footpath & Riparian Right Costs	-	5,000.00	Repair banks – invite floodgroup to help with moving soil and provide extra £1000 – agree at October meeting
	Contingency	-	5,000.00	unexpected visitors
Parish Amenities - Maintenance		11,685.45	29,902.00	
	Highway verge maintenance	-	1,470.00	Parish obliged to do 2 cuts
	Road Sweeping and Gulley emptying	1,755.01	2,205.00	
Highways Maintenance		1,755.01	3,675.00	
	Road Safety	297.36	4,000.00	Bollards
	Street Furniture Addition	-	12,000.00	bus shelter A338 south
	Community Safety	-	2,000.00	e.g. flood cleanup
	Community Orchard	-	2,000.00	fruit trees - Kings Leases; Put on Oct agenda: Old English Apples - Nicholsons.
	Parish Amenities Contingency	-		
	Loan Repayment	3,087.54	6,180.90	
Parish Amenities - Improvements		3,384.90	26,180.90	
	Neighbourhood Plan	-	1,500.00	publicity, printing
	Neighbourhood Plan referendum	-	2,500.00	may be foc if with May elections/from reserves
Neighbourhood Plan		-	4,000.00	

	Wooden pavilion/café	-	5,000.00	Put on October agenda
	Local cycle and walking routes project	-	3,000.00	Walking trail
	Playscape	-	5,000.00	fencing for playscape put on hold
	Art Project	6,153.84	30,769.23	S106 received 30769.23
	outdoor gym/trim trail	-	5,510.99	trim trail - £5510.99 S106 available. Application for £9k submitted.
	Benches	1,899.99	3,000.00	Awaiting installation.
	MUGA - tennis and basketball	85,697.03	90,588.74	
	Car Park Extension	70,023.78	73,288.74	
	BMX track	-	25,000.00	approx £13k available S106 - check status of S106 funds
	Football Pitch Improvement	5,096.70	3,973.00	update from Paul
	Football Goals for recreation	-		completed
	Rugby Posts	-	3,000.00	this was put on hold. £3185 S106 received
	Cricket, including nets	156.50		Progress as soon as S106 approved
	Consultancy/Professional Fees	2,103.95	6,000.00	
Parish Projects		171,131.79	254,130.70	
	Community Shop Electricity	30.00	100.00	
	Letcombe Brook Project	-	2,000.00	
	Flood Group	1,500.00	1,500.00	
	Easement for the benefit of the community	-	-	
	Hanney Cubs	-	-	
	National Allotment Society	-		
	Abingdon CAB	-	300.00	
	Wantage IAC	-	550.00	
	Michaelmas Fayre (S137)	250.00	350.00	
	Poppy Appeal (S137)	-	40.00	
	S137 Spend	1,020.99	2,500.00	allow for crisis support. PTA £300 for summer event
Community Grants	S137: 1002 voters @£8.82 = £8,837.64	2,800.99	7,340.00	with POC, no limit.

VAT Balance	VAT	33,882.71		
	Transfers	-		
TOTAL EXPENSES		236,927.99	359,185.65	
Balance brought Forward		190,023.31	190,023.31	from 22/23 actual
Income		210,570.34	168,192.22	
Outgoings		-	-	
		236,927.99	338,416.01	
Balance Carried Forwards		163,665.66	19,799.52	

b. Update of budget and reserves.

Allocation of Funds		Year to Date
main & Res A/C's	General Reserves	112,034.32
	Clerk Sickness Budget	1,500.00
	Insurance Excess	500.00
	Office Equipment Replacement	1,100.00
	Professional Fees	3,000.00
	Parish Maintenance Contingency	3,250.00
	Football Pitch Works	13,418.70
	MUGA Works	10,473.97
	Car Park Extension	2,976.22
	Street Furniture	1,250.00
	Rugby Posts	3,185.40
	Neighbourhood Plan	2,500.00
	Election Fund	3,500.55
Playground A/C	Playground Project	-
Field A/C	Field Project	4,976.50
Total		163,665.66

A full account of the MUGA/Car park was requested – this will be sent to Councillors.

c. To consider any virement or transfer to earmarked reserves.

None

4. To note the switch of account with Nationwide. This was noted.
5. To review signatories on the bank accounts – check Nationwide signatories and update to match Unity Bank.
6. To review the procedures for internal control – item not covered.
7. To consider investment options for surplus funds – enquire with Sector who advise Local Authorities. Cllr Kirk & Cllr Gowen to investigate.
8. To agree the appointment of Jane Olds for the Internal Audit – this was agreed.

9. To agree the next meeting of the Finance Committee – it was agreed to meet at 7:30pm on 22nd November 2023

Meeting closed at 22:40

Signed by Chairman Date.....