

CHELFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

WEDNESDAY 4TH DECEMBER, 2019 at 7:30p.m.

at CHELFORD COMMUNITY HUB, ELMSTEAD ROAD, CHELFORD.

PRESENT - Councillors: D. Wilson (Chairman), D. Kent, L. Hunt, C. Howlett, G. Willis.

Members of the Public (0).

Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. APOLOGIES FOR ABSENCE - Councillor B. Brindley - Personal commitment.

108/19 RESOLVED a) To receive and approve the apology for absence as listed above.

Proposed: Councillor D. Wilson

Seconded: Councillor D. Kent

All in favour

2. DECLARATIONS OF INTEREST - Councillor G. Willis - Item 15(ii) - Trustee of Chelford Parish Hall.

Dr. E. M. Maddock - Item 15(i) - Clerk & Responsible Financial Officer.

DECISION a) To receive and note the Declarations of Interest made by Cllr. G. Willis and the Clerk.

3. MINUTES -

i) The Minutes of the Parish Council Meeting held 14th November, 2019 had been previously circulated to all Members.

109/19 RESOLVED a) That the Minutes of the Parish Council Meeting held 14th November, 2019 be confirmed as a correct record and signed by the Chairman.

Proposed: Councillor C. Howlett

Seconded: Councillor G. Willis

All in favour

4. PUBLIC FORUM FOR QUESTIONS -

No questions had been received from or were presented by members of the public.

DECISION a) To note that there were no questions received from members of the public.

5. REPORTS FROM EXTERNAL ORGANISATIONS -

i) Gawsworth and Chelford Wards Policing Team -

a) **Report on matters of interest / concern within Parish** - No police officers were available to attend the meeting, however, a written report had been made available which identified that, since 1st November, 2019, there had been an attempted break in at a garage on Knutsford Road; criminal damage to a vehicle at the roundabout; three broken down vehicles and a collision on Chelford Road. It was also confirmed that several warning letters had been issued to motorists who had been recorded speeding on Knutsford Road.

DECISION a) To receive the report from Gawsworth & Chelford Wards Policing Team.

b) **Local Police Ward Cluster meeting** - It was noted that the Local Police Ward Cluster meeting scheduled for 19th November, 2019 had been cancelled.

DECISION a) To note that the above meeting had been cancelled.

ii) **Cheshire East Ward Member Cllr. M. Asquith** - Borough Councillor M. Asquith was not present at the meeting to report. Members expressed disappointment that no apologies for absence or written report had been received.

DECISION a) To note that Borough Councillor M. Asquith was not present at the meeting.

iii) **Cheshire East Council - Town & Parish Council Conference - 20th November, 2019** - Councillor D. Wilson reported that he, Councillor G. Willis and the Clerk had attended the meeting. The presentation slides from the meeting had been previously circulated to all Members. The main issues which were discussed at the meeting were the Cheshire East Council budget; the Community Governance Review; review of the position of Cheshire East Council Mayor; and an overview of the services offered by ChALC.

DECISION a) To note the report of Councillor D. Wilson.

6. FINANCE -

i) To receive and consider the Financial Statement 2019/20 as at 4th December, 2019. (Appendix A)

Members considered the Financial Statement 2019/20 which was unanimously accepted. The Clerk reported that the final documentation associated with payment item (e) of the Agenda had not been received, therefore, this item would be removed from this agenda and re-presented at a future date.

110/19 RESOLVED a) That the Statement of Account, as at 4th December, 2019 be received and the Clerk's observations duly noted.

Proposed: Councillor C. Howlett

Seconded: Councillor D. Kent

All in favour

ii) **To consider a request from Dr. A. Gildon for a grant to meet the hosting costs associated with the**

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Chelford Village website for the period 1st October, 2019 to 31st March, 2020 in the sum of £215.28.

Members considered the request for a grant. The Clerk reported that information had been supplied to the Parish Council which indicated that it was not now appropriate to authorise a grant to meet the hosting costs associated with the Chelford Village website. Members discussed the advice provided by the Clerk.

111/19 RESOLVED a) That a grant is not made to meeting the hosting costs associated with the Chelford Village website.

b) That the Chairman notify Dr. A. Gildon of the decision at (a).

Proposed: Councillor C. Howlett

Seconded: Councillor L. Hunt

All in favour

iii) To authorise the following payments - the Chairman outlined the basis of the following payments:

a) Cheque No. 001324 E. M. Maddock £824.21 Salary - December, 2019 & Expenses.

b) Cheque No. 001325 H.M. Revenue & Customs £4.06 Income Tax and National Insurance Contributions.

c) Cheque No. 001326 Greenfingers Landscape Ltd. £205.99 Chelford Activity Park Maintenance - November 2019.

d) Cheque No. 001327 Chelford Community Hub £15.00 Room Hire.

iv) Receipts - the Clerk reported that the following receipts had been received since the last meeting: None.

112/19 RESOLVED a) That the schedule of 4 payments be approved and duly authorised.

b) That the report on receipts since the last meeting be received and duly noted.

Proposed: Councillor C. Howlett

Seconded: Councillor D. Kent

All in favour

v) Internal Auditor 2019/20 - The Clerk reported that it was necessary to appoint an Internal Auditor for the 2019/20 financial year. Members considered the service provided during the 2018/19 audit and considered that it was satisfactory.

113/19 RESOLVED a) That JDH Business Services Ltd. be appointed as Internal Auditor for the 2019/20 financial year.

Proposed Councillor D. Kent

Seconded: Councillor L. Hunt

All in favour

vi) Budget 2020/21 -

a) **Revised Budget 2019/20 -** Members considered the content of the revised budget 2019/20. The Clerk reported that, following issue of legal advice from NALC, SLCC and the government, it would not be appropriate to retain the budget to fund churchyard maintenance.

b) **Budget 2020/21 -** Members considered the content of the draft budget 2020/21.

c) **Precept 2020/21 -** Members considered the Precept requirement for 2020/21.

114/19 RESOLVED a) That the following amendments be made to the revised 2019/20 budget:

- **Transfer £1,380 from 'Grants: St. John's Church - Churchyard Maintenance' budget to 'Grants: Contingency - Unspecified' budget.**

b) That the amended revised 2019/20 budget be accepted. (Appendix B)

c) That the following amendments be made to the draft 2020/21 budget:

- **Transfer £1,380 from 'Grants: St. John's Church - Churchyard Maintenance' budget to 'Grants: Contingency - Unspecified' budget.**
- **Add £175 to 'Professional Services' budget to fund Clerk's membership of Society of Local Council Clerks.**
- **Transfer £2,134 of projected savings to the 'Asset Refurbishment Fund'.**

d) That the amended 2020/21 draft budget be accepted. (Appendix B)

e) That a precept of £41,913 be submitted to Cheshire East Council in respect of the 2020/21 financial year.

Proposed Councillor D. Kent

Seconded: Councillor L. Hunt

All in favour

7. CORRESPONDENCE -

i) To consider the specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto:

a) **Resident - Sewerage smell issues around Broomfield Close.** Councillor D. Wilson reported that complaints had been received regarding sewerage smells in the Broomfield Close area. Representations had been made by residents to United Utilities who had identified that the issue had originated from the Cricketers Green development. The matter had now been resolved.

DECISION a) To receive the report of Councillor D. Wilson.

b) **Resident - Complaint about 'Winter Wonderland' signage within Parish.** The Clerk reported that a complaint had been received regarding the signage which had been erected near to Chelford roundabout.

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The matter had been reported to Cheshire East Council who advised that steps were being taken to remove the signs. Efforts were also being made to contact the organisers of the event regarding the unauthorised installation of many of these signs within the Borough.

DECISION a) To receive the report of the Clerk.

ii) To note correspondence received since the date of the last ordinary meeting. (Appendix C)

DECISION a) That items of correspondence be received and noted.

8. PLANNING & LICENSING APPLICATIONS -

i) **Applications for consideration** - None.

DECISION a) To note that no planning applications had been received.

9. ASSETS -

i) **Chelford Activity Park** -

a) **Routine Inspections of Chelford Activity Park** - Councillor B. Brindley was not present at the meeting to report, however, no issues had been brought to the attention of the Clerk.

DECISION a) To receive and note the report of Clerk.

b) **Update on booking requests** - The Clerk reported that no booking requests had been received since the last meeting.

DECISION a) To receive and note the report of the Clerk.

c) **Tree Survey** - The Clerk reported that the report had not yet been received.

DECISION a) To receive and note the report of the Clerk.

ii) **Floral Display Planters** - The Clerk reported that the draft street furniture licence had been received. It was reported that there was a fee of £350 for the street furniture licence to cover the costs of drawing up the licence.

115/19 RESOLVED a) That the Clerk notify Cheshire East Council to proceed with the Street Furniture Licence.

b) That approval be given for the payment of the fee associated with the Licence.

Proposed: Councillor C. Howlett Seconded: Councillor D. Kent All in favour

10. HIGHWAY MAINTENANCE & ENHANCEMENTS -

i) **To receive highway matters for attention from Members** -

i) The following issues were reported:

- Mud on footway at gateways on Knutsford Road between railway bridge and Chelford Roundabout.
- Footway along Knutsford Road between railway bridge and Chelford Roundabout is not accessible for wheelchairs/pushchairs/prams.

DECISION a) That the Clerk report the above issues to Cheshire East Council.

11. COMMUNITY -

i) **Parish Community Day** - Councillor L. Hunt reported that local groups had been invited to attend an initial meeting to make arrangements for the Community Day. Several local groups had already expressed interest to participate. Councillor D. Kent reported that he had submitted grant applications to support the event and subsequent legacy activities. A meeting will be taking place in the near future to progress discussions.

DECISION a) To receive and note the report of Councillors L. Hunt and D. Kent.

ii) **Newsletter** - The draft newsletter had been previously circulated to all Members. Councillor C. Howlett reported that he could facilitate the production of an audio version of the newsletter.

DECISION a) That the draft newsletter be approved as presented.

b) That Councillors C. Howlett, L. Hunt and D. Wilson produce an audio version of the newsletter.

c) That the Clerk arrange for the newsletter to be printed.

d) That Members distribute the newsletters to all households within the Parish.

12. PARISH COUNCILLOR VACANCY -

i) **Formal advertising of the vacancy by Cheshire East Council** - The Clerk reported that Cheshire East Council had advised that no by-election was required to fill the vacancy. It was noted that the vacancy had been advertised within the Parish Council newsletter to bring it to the attention of all residents.

DECISION a) To receive and note the report of the Clerk.

13. MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -

i) Several items carried over from the meeting held 14th November, 2019.

ii) Review of newsletter format.

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- iii) Review of footway accessibility within Parish.
- iv) Training opportunities for Councillors.
- v) Review of asset liabilities.
- vi) Adoption of a grant awarding policy.

14. DATE OF NEXT MEETING - Thursday 9th January, 2020 at 7:30p.m. at Chelford Parish Hall.

DECISION a) To note the date of the next meeting.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.

116/19 RESOLVED a) That a resolution to exclude the Public and Press from the remainder of the Meeting be made on the grounds that the following item of business could involve the likely disclosure of exempt information.

Proposed: Councillor D. Wilson Seconded: Councillor D. Kent All in favour

Members noted that the time was 10:05p.m.

117/19 RESOLVED a) That Standing Order (1y) be suspended to allow the remaining items of business to be transacted.

Proposed: Councillor D. Wilson Seconded: Councillor D. Kent All in favour

15. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -

Item 15(ii) was brought forward to this point in the meeting.

22:28 - The Clerk left the meeting for the discussion of item 15(i).

22:38 - The Clerk returned to the meeting.

i) Clerk & Responsible Financial Officer - Annual Performance and Pay Review -

118/19 RESOLVED a) That the Clerk be moved to point 20 on the incremental scale LC2, points range 18-23, with effect from April 1st 2020.

b) That the Clerk's working hours be increased to 14.5 hours per week with immediate effect.

c) That an item be added to the agenda for the next meeting to review how the Parish Council can support the Clerk in her work.

Proposed: Councillor C. Howlett Seconded: Councillor D. Kent All in favour

ii) Chelford Activity Park -

119/19 RESOLVED a) That the repair work at Chelford Activity Park be undertaken by the existing grounds maintenance contractor.

b) That the costs associated with the repair work be recharged to Chelford Parish Hall.

Proposed: Councillor D. Kent Seconded: Councillor C. Howlett All in favour

The Meeting was declared closed by the Chairman at 10:40p.m.

Signed:

Approval Date - 9th January, 2020

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APPENDIX A

Financial Statement for 2019/20 as at 4th December 2019					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Nov. 2019 £.	Agenda Dec. 2019 £.	Budget Balance £.
	Receipts				
24,549.00	Precept	31,684.00	31,684.00		0.00
0.00	Balances	5,118.00	0.00		0.00
24.39	Investment Interest	0.00	38.83		0.00
0.00	Sale of Assets	0.00	0.00		0.00
6,079.00	Grants, Donations & Refunds	0.00	125.00		0.00
0.00	Contra Income	0.00	0.00	64.62	0.00
874.80	V.A.T. Refund		1,022.16		631.04
31,527.19	Total Receipts	36,802.00	32,869.99	64.62	631.04
	Payments				
8,393.14	Salary (Clerk)	8,940.00	5,809.12	726.14	2,404.74
31.60	National Insurance (Employer)	0.00	25.92	3.24	-29.16
593.87	Allowances (Clerk)	675.00	406.50	85.24	183.26
0.00	Chairman/Member Allowances	0.00	0.00		0.00
93.34	Administration	250.00	0.00		250.00
350.00	Audit Fees (Internal & External)	375.00	353.00		22.00
818.36	Insurance	1,000.00	0.00		1,000.00
114.62	Sect. 137 Donations	400.00	50.00		350.00
1,001.86	Grants	2,812.00	0.00		2,812.00
65.00	Parish Council Newsletter	360.00	156.00		204.00
51.11	Street Lighting (Electric & Repairs)	255.00	48.08		206.92
430.56	Website	60.00	4.15		55.85
0.00	Professional Services	500.00	0.00		500.00
26.76	Advertising	100.00	0.00		100.00
504.96	Subscriptions/Affiliation Fees	570.00	462.20		107.80
35.00	Training	360.00	100.00		260.00
297.50	Room Hire	370.00	0.00	15.00	355.00
2,371.29	Chelford Activity Park - Maintenance	5,525.00	1,505.29	183.04	3,836.67
570.00	Chelford Village - Maintenance	3,100.00	851.00		2,249.00
118.00	Asset Maintenance	1,900.00	0.00		1,900.00
475.28	Asset Purchase	8,000.00	20.81		7,979.19
6045.57	Neighbourhood Plan	500.00	276.84		223.16
0.00	Contingency	750.00	0.00		750.00
1,022.16	V.A.T.		594.44	36.60	
23,409.98	Total Payments	36,802.00	10,663.35	1,049.26	25,720.43

Cash/Bank Reconciliation	01/04/19	14/11/19	04/12/19	31/03/20
Balance B/Fwd.	45,690.35	45,690.35	67,896.99	66,912.35
Add Total Receipts	36,802.00	32,869.99	64.62	631.04
Less Total Payments	-36,802.00	-10,663.35	-1,049.26	-25,720.43
Balance C/Fwd.	45,690.35	67,896.99	66,912.35	41,822.96
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/19	14/11/19	04/12/19	31/03/20
General Funds	18,526.76	41,166.24	40,181.60	15,092.21
Earmarked Reserves	27,163.59	26,730.75	26,730.75	26,730.75
	45,690.35	67,896.99	66,912.35	41,822.96

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CASH/BANK RECONCILIATION AS AT - 4th December 2019

CASH

Balance Brought Forward 01/04/19		
Current Account	24,969.15	
Business Reserve Account	20,721.20	
Plus Receipts	32,869.99	
Plus unrepresented cheque	<u>64.62</u>	
	32,934.61	
	78,624.96	
Less Payments	11,712.61	
Balance Carried Forward 04/12/19	<u><u>66,912.35</u></u>	

BANK (Natwest)

Business Reserve Account -	45,760.03		04/10/19
Add income/transfer received since above statement	<u>0.00</u>	0.00	
Less unrepresented cheques	<u>0.00</u>	<u>0.00</u>	
		45,760.03	04/12/19
Current Account -	23,565.48		05/11/19
Add income received since above Statement	<u>0.00</u>	0.00	
Less unrepresented cheques/ Transfer			
Approved 2019/20	-1,363.90		
For approval	<u>-1,049.26</u>		
	-2,413.16		
		21,152.32	04/12/19
Total Bank Balances 04/12/19		<u><u>66,912.35</u></u>	

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APPENDIX B

CHELFORD PARISH COUNCIL BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 04/12/19
Clerk's Salary				
2019/20	£8,713.64 p.a. = £726.14 p.m. based upon 13 hrs. per week 3 months (Jan 20 - Mar 20) x £726.14 Contingency for Performance & Pay Review	2,179	0	
		330	-104	
		2,509	-104	2,405
2020/21				
	£8,889.40 p.a. = £740.78 p.m. based upon 13 hrs. per week Contingency for Performance & Pay Review Contingency for NJC Salary Award	8,890		
		1,026		
		992		
		10,908		
National Insurance (Employer)				
2019/20	3 months (Jan 20 - Mar 20)	59	-88	
		59	-88	-29
2020/21				
	Based on basic salary	200		
		200		
Allowances (Clerk)				
2019/20	Use of home as Office @ £10 p.m. Use of computer equipment @ £1 p.w. Travelling @ 45p per mile Broadband & Telephone Service @ £12 p.m. Contingency	30	0	
		13	0	
		46	0	
		36	0	
		59	0	
		184	0	184
2020/21				
	Use of home as Office @ £10 p.m. Use of computer equipment @ £1 p.w. Travelling @ 45p per mile Broadband & Telephone Service @ £12 p.m. Contingency	120		
		52		
		325		
		144		
		84		
		725		
Chairman/Member Allowances				
2019/20	Chairman's Allowance Other Member Allowances - Dec 19 - Mar 20	0	0	
		0	0	
		0	0	0
2020/21				
	Chairman's Allowance Other Member Allowances	0		
		0		
		0		
Administration				
2019/20	Stationery & General Office Supplies Postages Computer Consumables Contingency	60	0	
		40	0	
		70	0	
		80	0	
		250	0	250
2020/21				
	Stationery & General Office Supplies Postages Computer Consumables Contingency	65		
		45		
		75		
		85		
		270		

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CHELFORD PARISH COUNCIL BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 04/12/19
Audit Fees				
2019/20	External Audit Fees 2018/19	0	0	
	Internal Audit Fees 2018/19	0	22	
		0	22	22
2020/21	External Audit Fees 2019/20	300		
	Internal Audit Fees 2019/20	175		
		475		
Insurance				
2019/20	Premium due 15/03/20	1,000	0	1,000
2020/21	Premium due 15/03/21	1,100		
Section 137 Donations				
2019/20	RBL Poppy Appeal	0	0	
	Contingency	350	0	
		350	0	350
2020/21	RBL Poppy Appeal	50		
	Contingency	350		
		400		
Grants				
2019/20	St. John's Church - Churchyard Maintenance	0	0	
	Chelford Village Website:			
	Oct 19 - Mar 20 - Website hosting costs	216	0	
	(Domain name - £1.80 p.m., Webmail facility - £4.20 p.m.,			
	Basic Hosting - £13.20 p.m., Website editing - £10.80 p.m.,			
	Social Network Integration - £10.80 p.m.)			
	Mar 20 - Sep 20 - (costs as above)	245	-29	
	Contingency:			
	Chelford C of E Primary School	250	0	
	Unspecified	2,130	0	
		2,841	-29	2,812
2020/21	St. John's Church - Churchyard Maintenance	0		
	Chelford Village Website (see 2019/20 for cost breakdown)	500		
	Contingency	2,380		
		2,880		
Parish Council Newsletters				
2019/20	Printing costs	156	48	
		156	48	204
2020/21	Printing costs	375		
		375		

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CHELFORD PARISH COUNCIL BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 04/12/19
Street Lighting				
2019/20	Electricity Oct 19 - Mar 20 (183 days x £0.179 = £32.76) net - say	35	-2	
	Provision for increase in electricity charges	24	0	
	Repairs Dec 19 - Mar 20	150	0	
		209	-2	207
2020/21	Annual Electric (366 x £0.179 per day = £65.20) net - say	70		
	Provision for Increase in Electricity	25		
	Repairs	175		
		270		
Website				
2019/20	Chelford Parish Council website (Domain due Jan. 20)	10	0	
	Councillor/Clerk email accounts	4	42	
		14	42	56
2020/21	Chelford Parish Council website	10		
	Councillor/Clerk email accounts	24		
	Contingency	16		
		50		
Professional Services				
2019/20	Provision of professional advice/services	500	0	
		500	0	500
2020/21	Provision of professional advice/services	1,000		
	Society of Local Council Clerks - Membership	175		
		1,175		
Advertising				
2019/20	None	0	100	100
2020/21	Provision	100		
Subscriptions/Affiliation Fees				
2019/20	Data Protection Registration (due 26/02/20)	35	5	
	ChALC	0	38	
	Cheshire County Playing Fields Association	0	25	
	Cheshire Community Action	0	0	
	CPRE	0	4	
		35	72	107
2020/21	Data Protection Registration	40		
	ChALC	415		
	Cheshire Community Action	50		
	CPRE	40		
		545		
Training				
2019/20	Training Provision - Members & Clerk	280	0	
	Clerk - Regional Training Seminars	0	-20	
		280	-20	260
2020/21	Training Provision - Members & Clerk	280		
	Clerk - Regional Training Seminars	100		
		380		

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CHELFORD PARISH COUNCIL BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 04/12/19
Room Hire				
2019/20	Ordinary Parish Council Meetings	195	30	
	Annual Parish Meeting	28	2	
	Extra Ordinary Parish Council Meetings	40	0	
	Contingency	60	0	
		323	32	355
2020/21				
	Ordinary Parish Council Meetings	240		
	Annual Parish Meeting	30		
	Extra Ordinary Parish Council Meetings	40		
	Contingency	60		
		370		
Chelford Activity Park - Maintenance				
2019/20	Grass Cutting, Site Maintenance, Litter Bin emptying	515	45	
	Hedge Cutting	300	0	
	RoSPA Inspection	0	38	
	Tree Safety Inspection	270	330	
	Maintenance - Trees	500	0	
	Maintenance - Play Area Equipment	350	0	
	Maintenance - BMX Track	225	0	
	Maintenance - MUGA	500	0	
	Maintenance - Table Tennis Table	50	0	
	Maintenance - Seats & Picnic Benches	225	0	
	Maintenance - Barbeque	100	0	
	Contingency	388	0	
		3,423	413	3,836
2020/21				
	Grass Cutting, Site Maintenance, Litter Bin emptying	2,500		
	Hedge Cutting	300		
	RoSPA Inspection	175		
	Tree Safety Inspection	300		
	Maintenance - Trees	650		
	Maintenance - Play Area Equipment	450		
	Maintenance - BMX Track	225		
	Maintenance - MUGA	500		
	Maintenance - Table Tennis Table	50		
	Maintenance - Seats & Picnic Benches	300		
	Maintenance - Barbeque	100		
	Contingency	400		
		5,950		
Chelford Village - Maintenance				
2019/20	Summer Planting	0	15	
	Winter Planting	0	15	
	Parish Improvement Maintenance	2,219	0	
		2,219	30	2,249
2020/21				
	Summer Planting	300		
	Winter Planting	300		
	Parish Improvement Maintenance	2,500		
		3,100		

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CHELFORD PARISH COUNCIL BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 04/12/19
Asset Maintenance				
2019/20	Notice Boards	150	0	
	Bus Shelter	250	0	
	Telephone Kiosks	100	150	
	Benches	0	250	
	Planters	882	-782	
	Height Barrier	0	100	
	Speed Indicator Devices	0	400	
	Contingency	400	0	
		1,782	118	1,900
2020/21	Notice Boards	150		
	Bus Shelter	500		
	Telephone Kiosks	500		
	Benches	250		
	Planters	100		
	Height Barrier	100		
	Speed Indicator Devices	400		
	Speed Watch Equipment	120		
	Contingency	400		
		2,520		
Asset Purchase				
2019/20	Notice Board	1,500	0	
	Planters	3,150	1,000	
	Parish Improvement Assets	1,500	0	
	Contingency	479	0	
		6,629	1,000	7,629
2020/21	Notice Board (2)	1,500		
	Parish Boundary Signs	5,000		
	Audio Recording Equipment	120		
	Parish Improvement Assets	1,500		
	Contingency	500		
		8,620		
Neighbourhood Plan				
2019/20	Activities covered by 'Locality' grant	18	-295	
	Other activities	0	500	
		18	205	223
2020/21	Plan Review Provision	500		
		500		
Community Day				
2019/20	No provision	0	0	
		0	0	0
2020/21	Provision	2,000		
Other				
2019/20	Contingency provision	750	0	
		750	0	750
2020/21	Contingency provision	1,000		
	2019/20 Sub Totals	23,531	1,839	25,370

CHELFORD PARISH COUNCIL

CHELFORD PARISH COUNCIL BUDGET ANALYSIS 2019/20 and 2020/21

2019/20 Income - Grants:
Neighbourhood Plan: "Locality" Grant

2019/20 Expenditure Projection and Savings Totals

2020/21 Draft Budget Expenditure Total

Less savings 2019/20

Gross Council Tax Requirement 2020/21

	295	
23,531	2,134	
41,913		
0		
41,913		

Analysis of funds

01/04/19	Balance brought forward	45,690.35	
	Plus receipts (actual)	32,869.99	
	Less payments (actual)	-12,062.61	
	Plus receipts (projected)	631.04	
	Less payments (projected)	-23,531.00	
			43,597.77
	Less Earmarked Reserves:		
	Mere Court Improvements	-345.52	
	Community Project Fund	-18,132.57	
	Asset Refurbishment Fund	6,134.00	
	Democratic Services Fund	-1,000.00	
	Transparency Code Grant	-117.50	
	MUGA Maintenance (PPT)	-1,000.00	
	Neighbourhood Plan (Locality)	-912.21	
	Neighbourhood Plan (PC)	-1,222.95	
			-16,596.75
31/03/20	General funds carried forward		<u>27,001.02</u>

Tax Base 2020/21 (Band D) and Precept impact on Property Bands

2019/20				2020/21			
Band	Ratio	Tax Base	£	Band	Ratio	Tax Base	£
A	6/9		31.28	A	6/9		35.66
B	7/9		36.49	B	7/9		41.60
C	8/9		41.70	C	8/9		47.55
D	9/9	675.33	46.92	D	9/9	783.54	53.49
E	11/9		57.34	E	11/9		65.38
F	13/9		67.77	F	13/9		77.27
G	15/9		78.19	G	15/9		89.15
H	18/9		93.83	H	18/9		106.98
Precept		£31,684		Precept		£41,913	
				Precepts			
				Year	% increase		£
				2016/17	29.53%		17,486
				2017/18	28.59%		22,485
				2018/19	9.18%		24,549
				2019/20	29.06%		31,684
				2020/21	32.28%		41,913

CHELFORD PARISH COUNCIL

APPENDIX C

CORRESPONDENCE

Received	Cheshire Association of Local Councils (ChALC) -
-	ChALC Weekly Bulletin - 15, 22 November 2019.
15/11/19	Reminder for Cheshire East Council Town & Parish Council Conference - 20/11/19.
19/11/19	Anti-bullying commission.
26/11/19	Slides from Cheshire East Council Town & Parish Council Conference.
	Cheshire East Council -
-	Traffic Management LAP Reports - 14, 21 November 2019.
11/11/19	Notice of intention to dispose of selected red telephone kiosks.
20/11/19	Appointment of Director of Governance & Compliance and Monitoring Officer.
21/11/19	Slides and Feedback forms following Town & Parish Council Conference.
22/11/19	Pre-Election Publicity Guidance.
26/11/19	Crewe Place Brand Project survey.
	Cheshire East Council - Temporary Road Closures / Restrictions -
27/11/19	B5359 Alderley Road, Chelford for approximately 50m either side of the railway bridge - 24-25/02/20.
	Rural Services Network -
-	Rural Bulletin - 12, 19, 26 November 2019.
	Other Correspondence -
-	Public Sector Executive - 12, 14, 19, 21, 26 November 2019.
-	HMRC - 13/11/19 - Expenses and benefits; 15/11/19 - Online customer forum; 18/11/19 - Employing people - Key responsibilities; 20/11/19 - Guidance for employers regarding December payroll; 25/11/19 - Homeworking support; 28/11/19 - Celebrations, company cars and payroll.
-	CPRE - 23/11/19 - Ask your election candidates to back the countryside; 27/11/19 - Countryside Voice.
-	Community & Voluntary Services - e-Bulletin - 22 November 2019.
11/11/19	My Neighbourhood Plan - Planning Advisor services.
	Advertisements -
-	11/11/19 - Notice Board Company - Bus timetable display cases; 11/11/19 - Mallatite Ltd. - 5% discounts for online orders; 13/11/19 - Mallatite Ltd. - 5% off speed indicator devices; 14/11/19 - Kompan - Free design services; 14/11/19 - Amberol - Customer Survey; 19/11/19 - Mallatite Ltd. - Bollard sale; 20/11/19 - Playforce - Flash sale on multi-play towers; 19/11/19 - East Cheshire Hospice - Christmas Tree collection service; 27/11/19 - Playforce - 20% off multi-play towers; 28/11/19 - Kompan - Free design services.