

Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Hulton Hall) ,
South Street , Great Waltham, Essex CM3 1DF

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Minutes of the meeting of the Finance and General Purposes Committee of Great Waltham Parish Council online on Monday 26th October 2020 at 19.15.

1. Chairman's Welcome

Chair Cllr Dunn

Cllr Steel, Jackson, Martin, Palmer and Gilbert

2. Apologies for Absence

All present.

3. Declarations of interests (existence and nature) with regard to items on the agenda and requests for dispensation.

No declarations.

4. Public Participation session

No public present

5. To review Cil money allocations

2020	£15,357.55	£6288	MUGA at Great Waltham Recreation Ground.
		£6500	Great Waltham Changing Rooms next phase
		£1500	Ford End Trees for the planting scheme

Balance £1,069

6. To review Capital Works Provision.

2021	£11820	£10,000	towards Ford End Average Speed Cameras
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Balance £1,820

7. Report on outstanding loans

2020 £0

8. Report on Parish Council reserves

2020	£16,415	£1000	Legal works on CHP Car park lease for Blossom Way
		£2000	Gt Waltham Recreation Ground Repairs and New Goal Post
		£200	New parking Signs at Blossom Way

Balance £13,215

Resolution 4 months running costs required as a reserve. Agreed at £17,000 for 2021.

9. Review the request to investigate a sum of up to £2000 for allocation to the Ford End Trees project in this financial year.

Resolution £1500 sufficient for the November planting at Ford End allocation from CIL 2020.

10. Review the performance to budget 2020

A careful review of the spend and forecast spend by budget category. There is a forecast underspend of £6,552 by March 2021.No issues or concerns raised.

Resolution Underspend will be added to the general reserve.

11. Hourly Paid salary review for 2021

For budget purposes plan an increase in line with the living wage estimate of £9.27 p/hr. which is the suggestion from the Low Pay Commission (£9.21 +/- 6p) the equivalent of 5%.

Wage Review April 2021

The National Living wage changes in April every year £8.72 to estimated £9.27 (55 pence per hour) = 5%

Post	1st April 2020 allowing for 6.2% increase	1st April 2021 Allowing for 5% increase
Changing Room Caretaker-Match Fee	£10.12 Increase 59p	10.62 Increase 50p
Changing Room Caretaker - Weekly Retention	£8.15 Increase 48p	£8.56 Increase 41p
Great Waltham Children's Recreation Ground Caretaker – Weekly Retention	£4.11 Increase 24 p	£4.29 Increase 18p
Parish Handyperson	£10.26 Increase 60p	£10.70 Increase 44p
Office Cleaner	£10.26 Increase 60p	£10.70 Increase 44p

Impact

Post	Hours per annum	1st April 2021	Impact Annualised
Changing Room Caretaker-Match Fee	0	£0.50	£0
Changing Room Caretaker - Weekly Retention	52	£0.41	£21.32
Great Waltham Children's Recreation Ground Caretaker – Weekly Retention	52	£0.21	£10.92
Parish Handyperson	520	£0.51	£265.20
Office Cleaner	24	£0.51	£12.24
Total Annualised Impact			£309.68

Resolution *Subject to the Living wage being approved by government an increase of 5% is added to the budget. Impact across all hourly paid and retained roles is **£309.68 per annum***

12. Fees and charges review for 2021

Heading	2020-2021	2021-2022
Use of Great Waltham Recreation Ground - Senior Football - per match - (excluding use of changing rooms)	£23.00	£23.00
Use of Great Waltham Recreation Ground - Senior Football - per match - (including use of changing rooms)	£55.00	£55.00
Use of Great Waltham Recreation Ground - Junior Football-per match (excluding use of changing rooms)	£12.00	£12.00
Use of Great Waltham Recreation Ground - Junior Football-per match (including use of changing rooms)	£23.00	£23.00
Use of Ford End Playing Field - Junior Football -per match.	£12.00	£12.00
Allotments -	£5.00 per unit	£5.50 per unit

Resolution *All match fees to remain the same as previous year.*

Resolution *Recommend an increase on the allotments of an equivalent of £5.00 per rod to **£5.50 per rod.***

13. Review the Budget for 2021

A careful review of the proposal and requirement to start a major programme of replacement of the children's play equipment. There has been no major investment in the equipment for over 10 years.

There was a careful review of all areas of income, expenditure and projected reserves.

Resolution **A budget of £53,180.40 is recommended to the full council. This is an increase of £3282.40. 6.58%**

14. Discuss and agree a Precept demand for 2021

After reviewing the reserves and the proposed budget a precept demand was agreed.

Resolution **The Committee Recommends a precept demand of £53,180.40 on the City Council. This is an increase from £52.97 to £56.49 per annum on a band D. This is an increase of 7p per week. This is an increase of 6% but will reduce once the taxation base is released by Chelmsford City Council next month.**

Meeting Closed 21:08
Will Adshead-Grant
RFO to the Parish Council