



Minutes of a Meeting of the Finance Committee held in Committee Room, Alderholt Village Hall at 7.00pm on Monday 27th June 2022

Present: Cllr S Butler (Chairman)
Cllr A Hibberd
Cllr D Tooke

Ms L Ellis (Clerk)

1/22	WELCOME FROM THE CHAIRMAN & APOLOGIES The Chairman, Cllr S Butler, welcomed all in attendance to the meeting of the Finance Committee. Apologies were received from Cllr Logan and Cllr Stone.	
2/22	TO RECEIVE DECLARATIONS OF INTEREST AND/OR CONSIDER THE GRANTING OF DISPENSATIONS There were no declarations of interest or granting of dispensations.	
3/22	MINUTES OF THE FINANCE COMMITTEE MEETING ON 22nd NOVEMBER 2021 It was resolved that the Minutes of the meeting held on the 22 nd November 2021 were a correct record of that meeting. ALL IN FAVOUR.	
4/22	PUBLIC SESSION No comments raised.	
5/22	GRANTS A report was submitted, a copy of which appears at Appendix 1. An overview on the request was provided by the Clerk. It was proposed by Cllr Tooke and seconded by Cllr Hibberd AGREED to award 1st Alderholt Scouts a general Grant of £300.00 towards fees for use of the Village Hall. ALL IN FAVOUR	LE
6/22	BIG ALDERHOLT FETE 2023 A report was submitted, a copy of which appears as Appendix 2. An overview was provided by the Clerk. It was recommended by Cllr Tooke and seconded by Cllr Hibberd that the sum of £3,250.00 be allocated from general reserves towards the Big Alderholt Fete 2023. ALL IN FAVOUR	LE
7/22	RESERVES A report was submitted, a copy of which appears as Appendix 3. An overview was provided by the Clerk and a general discussion was held.	

Chairman's Initials.



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	<p>undertaken to establish how the 97 Bus Service would be funded for future years.</p> <p>Website Upgrade Fund. It was agreed that this should be renamed IT Development and cover IT hardware, software and services. It was also agreed to allocate £1000.00 from General Reserves to this fund.</p> <p>It was proposed by Cllr Hibberd and seconded by Cllr Tooke that the above updates to Alderholt Parish Council Reserves Account be agreed. ALL IN FAVOUR</p>	LE
8/22	<p>BUDGET</p> <p>A report was submitted, a copy of which appears at Appendix 4.</p> <p>A brief overview was provided on the budget summary. The Clerk confirmed that it was intended to use Scribe for the 2023-24 Budget Precept and therefore the Scribe codes should then equate with the annual budget, as previously an excel spreadsheet had been used and this did not always correspond with Scribe.</p> <p>The Clerk confirmed that Officers were continuing to undertaking training with Scribe, that this was an ongoing process and anomalies would be rectified for the next meeting of the Finance Committee.</p> <p>The report was Noted.</p>	LE

Meeting closed 8.15pm

Minutes Approved.

Chairman's Signature.

Date:

Chairman's Initials.



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Alderholt Parish Council
Finance Committee – 27th June 2022

Grant Requests

Alderholt Parish Council has allocated the sum of £1,200 for General Grant and £1,000 for Capital Grants for the Financial Year 2022/23.

Applications are split into two timescales and are to be received by the Parish Office by either the 31st May or 31st October.

General Grant

The Parish Council has received one general grant request from the 1st Alderholt Scouts.

Attached at Appendix '1' is the completed application form.

Capital Grant

There have been no applications received for Capital Grants.

It is RECOMMENDED that Alderholt Parish Council considers the request from the 1st Alderholt Scouts.



ALDERHOLT PARISH COUNCIL

CLERK: MS LEE ELLIS
PARISH OFFICE, 1 STATION ROAD, ALDERHOLT, HANTS, SP6 3RB
Tel: 01425 657587 email: clerk@alderholtparishcouncil.gov.uk
www.alderholtparishcouncil.gov.uk

GENERAL GRANT APPLICATION FORM

ORGANISATION DETAILS

Name: 1st ALDERHOLT SCOUT GROUP

Address: % 9. CHURCHILL CLOSE

ALDERHOLT

FORTNEBRIDGE

HANTS SP6 3BG

Website address (if applicable): ~~http://www.alderholtscouts.org.uk~~ http://www.alderholtscouts.org.uk

Purpose of the funding request

Please give a brief outline of the organisation, including where it is based and details of which section of the community will benefit, and how (if this is not apparent). Please continue on an additional sheet, if necessary, or attach the details separately, if this is more convenient.

SEE SHEET ATTACHED.

Date that funds will be required:

Amount of funds required: £300.00

Has your organisation made a request to the Parish Council in the previous 5 years? Yes/No

For what purpose? To assist with connecting electricity on the land.



ALDERHOLT PARISH COUNCIL

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Was the request successful? Yes / No

How much was received?

£333

CONTACT DETAILS

Name of Contact: (Mr/Mrs/Miss/Ms)

Sheenagh Bradford

Position:

Group Scout leader

Address for Correspondence (if different to organisation address):

.....
.....
.....

Telephone Number:

07881 807707
↓

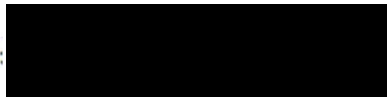
Mobile Number:

E-mail:

Onehappylassie@gmail.com

I/we agree to the terms and conditions as set out below;

Signed:



Date:

23/2/22

Purpose of the Funding request

1st Alderholt is the local Scout Group consisting of 3 sections, Beavers, Cubs and Scouts, with a current total of 69 young people. The Scout section have been meeting in the Sports Pavilion during 2021 with 7-10 young people. These numbers have increased to 19 in Jan 2022 and the Pavilion is not big enough to accommodate them anymore.

The Scouts are now meeting in the Village Hall (as of 16th Feb 2022) which is much more suitable for their needs. However, the increase in rent is quite substantial. The weekly rent at the Pavilion was £8. Now, in the Village Hall, we are paying £22.75 weekly. Over the year, this is an increase of £475.25.

If the Group are lucky enough to receive a grant, the funds will go towards paying for the extra rent.

Thank you.



GSL 1st Alderholt

Alderholt Parish Council
Finance Committee – 27th June 2022

Big Alderholt Fete Grant Request

At the meeting of Alderholt Parish Council held on 14th February 2022 it was resolved to allocate £3250.00 of the funding from the General and Capital Grants that had not been applied for by local and community groups to the Big Alderholt Jubilee Fete, which was subsequently held on 4th June 2022.

The purpose of the Big Alderholt Jubilee Fete was to celebrate the Queen's Platinum Jubilee alongside bringing the community together and providing an opportunity for community groups to fundraise for their organisations, raise the profile of an organisation and/or encourage residents to use the community groups/facilities.

It was agreed that the Parish Council would use the earmarked £3,250.00 to fund communal costs, such as first aid, toilets, stage, power, entertainment, marketing, rubbish bins, etc.

Attached at Appendix '1' is a breakdown of costs to date for the 2022 event.

The fete proved to be a very successful, community focussed event which enabled local groups to raise money, raise their profiles and engage with the public.

The organisers of the event included Alderholt Parish Council, St James Church, the Chapel, along with the Alderholt Sports and Social Club.

A 'wash up' meeting was held recently to discuss the event, lessons learnt etc and it was felt that there was an appetite to hold a similar village fete in 2023 and to build on the success of the community working together. In addition, some organisations who had not been involved in the 2022 Jubilee Fete had already expressed an interest in taking part in any future event.

Therefore, the organising group have requested that consideration be given to Alderholt Parish Council funding a similar event in 2023, with Members to decide a sum to be allocated from General Reserves for the event, if so minded.

If Members were to agree to funding a similar event the Clerk would request a higher level of marshalling as a pre-requisite to groups being part of the fete and would request that the additional marshals be allocated from the groups raising the most funds eg St James Church, The Chapel, Alderholt Sports & Social Club and the 1st Alderholt Scout Group.

Section 137 and Section 145 of the Local Govt Act (1972) allow for the Parish Council to provide a grant for a local events and also to fund entertainments. The General Power of Competency, which Alderholt Parish Council holds also allows the Parish Council to fund this event.

It is RECOMMENDED that Alderholt Parish Council provide funding, for an amount to be decided by Members, for a Big Alderholt Fete to be held in 2023.

Big Alderholt Jubilee Fete

Opening Balance		3250
Stage	727.1	
Toilets www.loos2go.co.uk	432	
Marketing	662	
First Aid	100	
Extra Rubbish Bin/Collection Social Club	100	
Sweets as prizes	10	
Hardware/Safety - Clare	60	
Paid Entertainment	350	
Power at Pavillion	5	
Other	12	
TOTAL	2458.1	
Remaining Balance		792

Alderholt Parish Council
Reserves Balance
2022-2023

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
Contingency Fund	33,916.31				33,916.31
Total Capital	33,916.31				33,916.31
Earmarked					
Recreation Ground Equipment f	48,235.61				48,235.61
General Asset Repair/Replace F	6,228.57				6,228.57
War Memorial Refurbishment Fi	1,700.00				1,700.00
Establishment Repair Replace F	3,254.73				3,254.73
Election Fund	3,000.00				3,000.00
Devolved Services	4,000.00				4,000.00
Allotment Greenhouse Deposits					
Pavilion Project Fund	24,450.50				24,450.50
97 Bus Fund	201.73				201.73
Local Plan Review Fund	8,180.98				8,180.98
CIL Receipts	33,966.18				33,966.18
Big Alderholt Jubilee Event	3,250.00		2,028.47		1,221.53
Website Upgrade					
Green Spaces Group	294.41	1,000.00	103.14		1,191.27
SID	1,625.00	3,000.00			4,625.00
Footpath Toolbox	300.00	-86.07	213.93		
Neighbourhood Plan	4,316.90				4,316.90
Total Earmarked	143,004.61	3,913.93	2,345.54		144,573.00
TOTAL RESERVE	176,920.92	3,913.93	2,345.54		178,489.31
GENERAL FUND					49,975.75
TOTAL FUNDS					228,465.06

Alderholt Parish Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

Administration		Last Year 2021-2022				Current Year 2022-2023						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
1	Office Supplies			600.00	618.22				900.00	119.90			
2	Councillor Expenses			600.00	134.96				600.00				
3	Website			255.00	200.00				255.00				
4	IT Support			1,500.00	2,324.80				2,000.00	242.44			
18	Training and Councillor Exper			600.00	521.91				1,000.00	31.95			
19	BT			1,000.00	965.40				1,200.00	244.27			
20	Village Hall Rental			4,750.00	4,630.00				4,788.00				
21	Parish Council Insurance			2,500.00	2,433.73				2,600.00				
22	Payroll Services			400.00	310.59				400.00				
23	Chairmans Allowance			50.00	22.00				50.00				
26	Membership			1,300.00	1,105.22				1,200.00				
27	Advertising												
39	PAT Testing								200.00				
40	Audit Fees			600.00	865.00				1,000.00	225.00			
53	Accounts Software			650.00	520.00				600.00				
58	Electrician Office			200.00	207.50				200.00				
59	Officer Expenses			795.00	66.50				600.00				
60	Bank Charges			72.00	72.00								
62	Interest		281.92	500.00					190.00				
SUB TOTAL			281.92	16,372.00	14,997.83				17,783.00	863.56			

Allotments		Last Year 2021-2022				Current Year 2022-2023						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
28	Allotment Rents		666.00	725.00	3.35				790.00	30.00			

Alderholt Parish Council

21 June 2022 (2022-2023)

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

29	Maintenance		200.00	7.71			200.00		
30	Trees								
31	Water		200.00	123.82			210.00		
SUB TOTAL		666.00	1,125.00	134.88	78.00	1,200.00	30.00		

Capital Grants

		Last Year 2021-2022				Current Year 2022-2023			Next Year	
		Receipts		Payments		Receipts			Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Budget
48	Capital Grant Fund			1,000.00					1,000.00	
SUB TOTAL				1,000.00					1,000.00	

General Grants

		Last Year 2021-2022				Current Year 2022-2023			Next Year	
		Receipts		Payments		Receipts			Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Budget
47	General Grant Fund			1,200.00	500.00				1,200.00	
SUB TOTAL				1,200.00	500.00				1,200.00	

HMRC

		Last Year 2021-2022				Current Year 2022-2023			Next Year	
		Receipts		Payments		Receipts			Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Budget
55	HMRC VAT Refund						240.47			
SUB TOTAL							240.47			

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

		Last Year 2021-2022				Current Year 2022-2023						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
24	PCC Churchyard Maintenance			300.00					400.00				
25	Flowerbed Upkeep				126.94								
36	Rifle Range Tree Maintenance												
43	General Village Maintenance			1,400.00					1,000.00				
49	Scouts Rent		5.00	5.00		10.00			5.00				
52	SID				600.00					5,255.00			
SUB TOTAL			5.00	1,705.00	726.94	10.00			1,405.00	5,255.00			

		Last Year 2021-2022				Current Year 2022-2023						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
51	Precept		91,917.15				48,183.00						
SUB TOTAL			91,917.15				48,183.00						

		Last Year 2021-2022				Current Year 2022-2023						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
9	Service Level Agreement			3,600.00	3,600.00				3,600.00				
10	Insurance Reimbursement			650.00	649.30				650.00				
11	Electricity			250.00					250.00				
12	Equipment Inspections			450.00	140.00				525.00	55.00			
13	Maintenance			1,400.00	307.14				1,400.00				
14	Dog Warden			650.00	50.00								

Alderholt Parish Council

21 June 2022 (2022-2023)

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

15	Dog Bin Emptying	1,500.00	1,456.00		1,500.00	1,509.04
17	Annual Grant	1,200.00	1,200.00		1,200.00	
38	Trees					
41	Annual Inspection	550.00	125.00		125.00	
42	Lamp Maintenance Contract	200.00	170.00		200.00	
50	ARA Rent	1.00		2.00	1.00	
SUB TOTAL		10,451.00	7,697.44	2.00	9,451.00	1,564.04

Reserves and Devolution

Code	Title	Last Year 2021-2022				Current Year 2022-2023					Next Year		
		Receipts		Payments		Receipts			Payments		Receipts	Payments	
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
5	IT Equipment			255.00					795.00				
16	Playground Equipment			5,760.00					5,760.00				
32	Greenhouse Payment												
33	97 Bus		2,898.95		8,710.87		518.29				2,075.35		
34	Planning Consultant												
35	Interest		1.55	500.00					190.00				
37	War Memorial												
44	Street Furniture			580.00					580.00				
45	Allotment Gates and Fencing			472.00					472.00				
46	Service Devolution Budget												
54	Tree Inspections 3 yearly			550.00					550.00				
56	Legal Fees												
57	CIL Payment		10,631.43										
61	Neighbourhood Plan				683.10								
63	Green Spaces Group		1,000.00	1,000.00	1,705.59				1,000.00		103.14		
64	Big Alderholt Jubilee Fete 202				90.00						997.10		
65	Website Upgrade				925.00								
66	Footpath Toolbox								300.00		213.93		

Alderholt Parish Council

21 June 2022 (2022-2023)

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2022 and 31/03/2023)

SUB TOTAL	14,531.93	9,117.00	12,114.56	518.29	9,647.00	3,389.52
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Last Year 2021-2022

Current Year 2022-2023

Next Year

Salaries

Code	Title	Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
6	Salaries			41,000.00	32,837.34				43,000.00	5,477.88			
7	HMRC			3,000.00	8,221.02				4,400.00	1,790.29			
8	Pension			8,500.00	11,242.56				9,000.00	2,114.97			
SUB TOTAL				52,500.00	52,300.92				56,400.00	9,383.14			

Summary

TOTAL	107,402.00	93,470.00	88,472.57	49,031.76	98,086.00	20,485.26
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