



29th November 2021

Dear Councillor,

You are summoned to attend a meeting of Mawnan Parish Council Office and Finance Committee on Monday 6th December 2021 at 7.00pm in the Mawnan Bowling Club, Carlidnack Road.

Suitable covid mitigations will be in place as deemed necessary and legal

Yours faithfully,

Lisa Clements
Clerk to the Parish Council

AGENDA

- 1) TO RECEIVE APOLOGIES FOR ABSENCE**
- 2) MEMBERS TO DECLARE DISCLOSABLE PECUNIARY AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY EXCEEDING £50**
- 3) TO CONSIDER REQUESTS FROM COUNCILLORS FOR DISPENSATIONS**
- 4) PUBLIC COMMENT ON ITEMS ON THE AGENDA**
- 5) TO DISCUSS CURRENT/ FUTURE RESERVES**
- 6) TO DISCUSS THE ANNUAL SOLAR GRANT ALLOCATION INTO THE BUDGET & PROPOSAL FOR FULL PARISH COUNCIL (may include general discussion on MUGA Project)**
- 7) TO AGREE THE PRECEPT/ BUDGET TO BE PROPOSED AT THE FULL COUNCIL MEETING IN DECEMBER**

Associated papers:

Item 5: document attached.

To come out of General Reserves at EoY - £250 for Election Expenses
£62.99 for H&S

Pending EoY Income of approx. £7100 for Solar Grant

Burial Fees income will roll to cover next year's costs of £5495.

Item 6: predicted income this year is around the £7100 mark. Currently there are no figures available for the MUGA Project and no indication on how much the parish would need to put in to source match funding of any form. Grant expenditure for this year is £2543 (+£3768 cfw from 2020/21)

Item 7: draft budget (amended, so Version 3) attached.

Current proposal is to leave precept as is which, according to the new CC Taxbase spreadsheet calculator, would see a decrease of £1.22 at Band D for the parish portion of the 22/23 precept bills. It would require an agreement on the use of +/- £4000 from general reserves.

Mawnan Parish Council
Reserves Balance
2021-2022

	<u>Opening Balance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>Current Balance</u>	<u>Budget Notes</u>
Earmarked Reserves						
Helford Carpark Trust	200.00				200.00	Donation income for works on or around helford passage
H&S	841.28	158.72	62.99		937.01	H&S contingency budget. Reinstate at end of each year to £1000
graveyard Contingency	5,000.00		1,095.00		3,905.00	for contingency works - may include tree works mar/apr 2021
Election Expenses	750.00	250.00			1,000.00	small pot for election expenses if necessary - to increase £250 pa until next election
Solar Grant Funding	45,009.83	-14,875.00			30,134.83	Annual transfer made in summer as per budget agreement (2021 = £5000) £5250 earmarked for Shute Hill Crossing (2021)
Burial Fees	1,700.00	-1,700.00	645.00	3,445.00	2,800.00	income from burials, memorials etc. to be carried forward into next years budget to offset maintenance
Small Business rates grant (Public Services)	9,616.00		830.76		8,785.24	original income from COVID Smaller Business rates Grants (2021). Agreed to be used for toilet refurbishments, cycle racks, fountain etc
Smaller Projects - specific funding	1,785.00		1,000.00		785.00	smaller projects where specific funding has been received e.g Mrs Hibbert- Baker £1000 for community upgrade (USED for benches) £1000 for Climate Change Group (-£215)
NDP - parish pot	2,815.06				2,815.06	non groundwork grant spending

TOTAL EARMARKED RESERVES	67,717.17	-16,166.28	3,633.75	3,445.00	51,362.14
GENERAL FUND					69,660.13
TOTAL FUNDS					121,022.27

Mawnan Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments		
	Budgeted	Actual	Variance	Budgeted	Actual	Variance
Administration/Rent				4,870.00		4,870.00
Insurance				800.00		800.00
Meeting Room Hire				350.00		350.00
Internal Audit Fees				225.00		225.00
External Audit Fees				300.00		300.00
Parish Council Websites				100.00		100.00
Publications						0.00
Salaries				17,000.00		17,000.00
Training & Conference Fees				550.00		550.00
Allowances				100.00		100.00
Subscriptions				1,300.00		1,300.00
Paths & Open Spaces	1,450.00			5,500.00		5,500.00
Public Services				6,500.00		6,500.00
Misc						0.00
NDP - Grant Funding						0.00
NDP - Parish Pot						0.00
S19 - Carwinion Playing Field				7,000.00		7,000.00
S19 - Junior Playing Field				5,000.00		5,000.00
S234 (PH Act) - AED Grant				125.00		125.00
Donations & Grants				2,080.00		2,080.00
Graveyard				2,700.00		2,700.00
Precept	48,917.00					0.00
CTS Grant	223.69					0.00
Bank Interest						0.00
Earmarked Reserves						0.00
Reclaimed VAT						0.00
CIL payments						0.00
NET TOTAL	50,590.69			54,500.00		54,500.00

	2021/22	NOTES	Next Year 2022-2023		NOTES
	Projected EoY		Receipts Budget	Payments Budget	
Administration/Rent	5,595.52	rates payment included		4,870.00	no office rates in future
Insurance	754.07			800.00	
Meeting Room Hire	213.39			350.00	
Internal Audit Fees	225.00			225.00	
External Audit Fees	300.00			300.00	
Parish Council Websites	100.00			100.00	
Publications	0.00				
Salaries	15,501.91	2021/22 pay agreement pending (approx £400PA)		17,000.00	1.25% NI mandatory increase (approx £30); spinal point pay increase for 22/23 (approx £250); Pay settlement for 21/22 still pending (approx £400PA) similar likely for 22/23
Training & Conference Fees	520.04	variable		550.00	? CILCA training for Clerk (£700)
Allowances	0.00			100.00	
Subscriptions	1,492.51	all annual subs now included (HMCG + ICO + ICCM)		1,300.00	increase to cover finance software
Paths & Open Spaces	3,892.85		1,450.00	5,500.00	increase due to new contract Mar 22
Public Services	4,504.80	£1000 in budget for toilet block repairs/maint		6,500.00	Reserve held in part for toilet refurbishment. Increase to water,cleaning contract + bins
Misc	1,405.00	Stephens Scown (CET-Legal fees) £898 + office design fees £500			
NDP - Grant Funding	76.04				has cfw balance from grant of approx £150
NDP - Parish Pot	0.00				has cfw balance from grant of approx £3250
S19 - Carwinion Playing Field	7,076.56	BIG increase on contract renewal		7,000.00	
S19 - Junior Playing Field	5,033.72			5,000.00	will likely need funding for hedge/tree/ fencing works
S234 (PH Act) - AED Grant	125.00			125.00	rolling grants, rather than annual
Donations & Grants	5,782.00	budget includes £2000 original budget, £5000 annual Solar grant transfer, ER transfer for JPF equipment £3290		2,080.00	base amount variable. Will then include amount as agreed in Dec 21 from Solar Grant & £80 rolling Shute Hill Greenspace
Graveyard	6,053.02	interment issue - £700 refund; missed Mar 21 contractor invoice £600; Tender advert £48		2,700.00	will include CFW income balance from end of 2021/22. Needs to cover maintenance contract of £5195 + rates £250
Precept	0.00		48,917.00		
CTS Grant	0.00		223.59		
Bank Interest	0.00				
Earmarked Reserves	2,868.75				
Reclaimed VAT	0.00				
CIL payments	0.00				
	61,520.18		50,590.59	54,500.00	

Please be aware that Projected EOY figures are for EXPENDITURE ONLY - they do not relate to any receipts.

Earmarked Reserves includes funding specific to the SOLAR GRANT and as such is separate from our Parish Council funds. Budget setting does not include Solar Grant money

CIL income is also ringfenced - it may be spend only on works to offset the impact of development

Funds agreed to be transferred from Earmarked Reserves do not show as income but as increases to the budget