

**COLDEN COMMON PARISH COUNCIL**  
**MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE**  
**HELD ON MONDAY 16<sup>th</sup> DECEMBER 2019 AT 7.30PM IN THE**  
**COMMUNITY CENTRE, ST VIGOR WAY COLDEN COMMON**

<b>Present</b>	Cllr Maggie Hill Cllr Laurence Wilks (Chair)	Cllr Richard Izard Cllr Alex Loughran
<b>Apologies</b>	None were received	
<b>In attendance</b>	Debbie Harding (Clerk) Sophie Thorogood (Asst. Clerk) 0 members of the public Cllr Battle	

**F 16/19      APOLOGIES FOR ABSENCE**

No apologies were received. Cllr Wilks opened the meeting.  
No declarations of interests were made.

**F 17/19      TO APPROVE THE MEETING MINUTES HELD ON THE**  
**16<sup>th</sup> SEPTEMBER 2019**

*The minutes of the meeting held on 16<sup>th</sup> September having been circulated were approved as an accurate record of the meeting, proposed by Cllr Richard Izard, seconded by Cllr Maggie Hill and carried.*

**F 18/19      UPDATE ON MINUTES, CORRESPONDENCE AND**  
**OTHER RELEVANT MATTERS NOT INCLUDED**  
**ELSEWHERE ON THE AGENDA INFORMATION ONLY**

The Clerk gave a brief update on Stratton Copse. Winchester City Council have confirmed to the Parish Council that income from both masts may not be available, but the second mast only has an income of £1,000 annually. Winchester City Council have been asked to clarify the mast income. The open spaces officer was invited to the Finance meeting to discuss the Parish Council's concerns on the running costs of the wood and the level of income being offered, but they were unable to attend.

The Footpath project is going well. A couple areas on right of way 10 and 29 have had flooding issues due to the high level of rain, but the contractor is working on a solution.

The footpaths on the Green are progressing. An issue with the footpath from the Green to Spring Lane has been brought to the attention of the Clerk and has been referred to the Hampshire rights of way project manager.

**F 19/19      TO RECEIVE QUESTIONS FROM MEMBERS OF THE**  
**PUBLIC**

No public were present.

**F 20/19      TO RECEIVE A YEAR END FORECAST AND DRAFT BUDGET FOR THE FINANCIAL YEAR 2020-21 AND MAKE RECOMMENDATIONS FOR USE OF RESERVES AND THE PRECEPT FOR THE FINANCIAL YEAR 2020-21 TO THE FULL PARISH COUNCIL**

The Clerk produced a finance committee budget.

The finance committee approved a finance budget of £193,984 and expenditure of £80,991. The expenditure includes a provision in project of £2,000 as ear marked towards a VE day celebration subject to full council approval and the community getting such an event off the ground.

It was noted that the Planning Committee had not yet met to reviews its budget for running costs, nor projects.

***After discussion, the Committee made the following recommendations.***

***The total income budget of the Parish Council be set to £201,964 with expenditure of £176,425. Project expenditure to be determined by Full Council but recommended to be agreed in a final budget of no more than £65,000, £39,461 of this expenditure to be funded by reserves.***

***That the precept be set at £191,064 for the year which is £119.94 per annum for a band d property, an increase of 2% year on year.***

***That the list of proposed projects for the year be taken to the Full Council meeting on the 6<sup>th</sup> January for discussion and be prioritised to a total budget for projects of no more than £65,000 for the financial year 2020-21 which will be funded as follows***

Surplus of income to expenditure of	£ 25,539
plus, use of Cil funding	£ 30,000
plus, use of reserves	£ 9,461
<b>Total</b>	<b>£ 65,000</b>

***Using £39,461 of reserves/Cil funding will reduce year end reserves at 31/03/2021 to £141,342, of which £48,583 will be restricted CIL funding and £92,759 will be general reserves.***

***Proposed by Cllr Laurence Wilks, seconded by Cllr Maggie Hill and carried.***

**F 21/19      TO CONSIDER MATTERS FOR THE NEXT MEETING**

The meeting closed at 8.30pm