



**Minutes of the meeting of the Finance and Administration Committee.
Held in Michael King Pavilion, Recreation Ground, Main Road,
Colden Common, SO21 1UU on Monday 5th August at 7:00pm**

Present: Cllr Hazel Crosthwaite (Chair)
Cllr John Pearce
Cllr Maggie Hill
Cllr David Martin
Cllr Alex Loughran
Cllr Ian King

Apologies: No members were absent

In attendance Debbie Harding (Clerk)
Becky Pickles (Assistant Clerk)
No members of the public

F01/24 To receive nominations, to elect a Chair and receive the Chair's declaration of acceptance of office

Cllr Maggie Hill proposed Cllr Hazel Crosthwaite as chairman of the Committee, seconded by Cllr David Martin and carried. Cllr Crosthwaite signed a declaration of acceptance of office.

F02/24 To receive nominations, to elect a Vice-Chair and receive the Vice-Chair's declaration of acceptance of office

Cllr Hazel Crosthwaite proposed Cllr John Pearce as Vice chairman of the Committee, seconded by Cllr Maggie Hill and carried.

F03/24 To receive apologies for absence

All committee members were present.

F04/24 To receive any Councillor declarations of pecuniary or non-pecuniary interests, in relation to any items on the agenda.

Cllr Hazel Crosthwaite declared a non-pecuniary interest in the application for the Community Association as a Trustee. Cllr Alex Loughran declared a non-pecuniary interest in the Community Association application as a volunteer in the Centre assisting the Association with other grant applications.

F05/24 To approve and sign the minutes of the meeting of the Finance Committee held on 29th April 2024.

Typographical errors were corrected

Subject to these changes the minutes were agreed as an accurate record of the meeting, proposed by Cllr Hazel Crosthwaite, seconded by Cllr Maggie Hill carried.

F06/24 Update on minutes, correspondence and other relevant matters not included elsewhere on the agenda (for information only)

The external auditor report has not yet been received.

The roofing repairs at Colden Common Park commence on Friday 9th August. The solar panel installation starts on 22nd and 23rd August at the Michael King Pavilion and Colden Common Park on 16th and 17th September.

The Recreation ground accessibility works are complete, and an application has been made to the Parish Hall Trust for them to release the £10,000 grant they kindly awarded.

The adverse possession application for land at Alder Close is ongoing.

F07/24 To receive questions from members of the public

No members of the public were present.

F08/24 To receive the applications for a grant from Colden Common Parish Council and make a recommendation to Full Council for awards.

The grant applications were discussed in detail and Councillors individual scoring were discussed.

It was resolved to recommend to Full Council that the following grants be paid

£ 628.00 Kingfishers Pre-School

Proposed by Cllr Hazel Crosthwaite, seconded by Cllr Maggie Hill and carried.

£ 459.00 Citizens Advice
Proposed by Cllr Hazel Crosthwaite, seconded by Cllr John Pearce and carried.

£ 271.96 Colden Common Community Association
Proposed by Cllr Hazel Crosthwaite, seconded by Cllr David Martin and carried.

£ 200.00 9th Winchester Scouts (part award for pioneering equipment)
Proposed by Cllr Maggie Hill, seconded by Cllr John Pearce and carried. Cllr Alex Loughran abstained.

£1500 00 Colden Common Community Association
It was resolved to earmark an award of £1500 for Colden Common Community Centre, pending more information on the design, costing and confirmation that any required shortfall in funding for the project to be completed has been secured. Proposed by Cllr Hazel Crosthwaite, seconded by Cllr David Martin and carried.

The Committee felt unable to recommend a grant to Colden Common Climate Action, the Holy Trinity Church - Seating, the Holy Trinity Church - Christmas Hamper scheme, the Friendship Group and the Women's Institute, proposed by Cllr David Martin, seconded by Cllr Alex Loughran and carried.

F09/24 To receive a budget monitoring statement for the first quarter of 2024-25

A summary budget monitoring statement is detailed on the following page. A detailed breakdown is available on request.

Main points to highlight: -

Income

Finance Income

Forecasted increase to budget of £2.5k due to increase in interest payments from investments.

Recreation Income

Forecasted increased income to budget of £3.8k largely due to a grant from the Recreation Charity of £6k instead of the £3k budgeted. The current balance in the Recreation Charity bank account is £6,283.

Recreation - Project income

Increase to budget income of £36,478 due to grants for the Recreation ground accessibility works of £10k and £26,478 towards the Solar panel project from the Parish Hall Trust and WCC.

Planning - Project income

Colden Common is not the lead parish for the lengthsman this year, so budgeted revenue not received.

Expenditure

Recreation - Project expenditure

Expenditure increased by £67,589 to budget for unbudgeted (but later approved) projects, namely the Solar Panel project and Recreation ground accessibility improvements. Expenditure offset by grant income towards the projects of £36,478 the Parish Council contributing £31,111 (46%)

Planning - Project expenditure

Colden Common is not the lead parish for the lengthsman this year, so budgeted expenditure will not be incurred.

Budget monitoring summary – Q1 2023-24

		2023-24	2024-25	2024-25	Variance
		Actual	Budget	YE Forecast	Budget to Forecast
General Income	Finance Income	£245,304.45	£254,889.72	£257,476.90	£2,587.18
	Recreation Income	£11,763.50	£12,600.00	£16,430.52	£3,830.52
	Planning Income	£1,862.90	£6,438.00	£6,314.58	-£123.42
	Subtotal general income	<u>£258,930.85</u>	<u>£273,927.72</u>	<u>£280,222.00</u>	<u>£6,294.28</u>
Project Income	Finance Income	£500.00	£0.00	£0.00	£0.00
	Recreation Income	£85,000.00	£0.00	£36,478.00	£36,478.00
	Planning Income	£55,500.00	£0.00	£0.00	£0.00
	Lengthsmen Income	£16,940.00	£14,300.00	£0.00	-£14,300.00
	Subtotal project income	<u>£157,940.00</u>	<u>£14,300.00</u>	<u>£36,478.00</u>	<u>£22,178.00</u>
TOTAL INCOME		£416,870.85	£288,227.72	£316,700.00	£28,472.28
General Expenditure	Finance Expenditure	£99,132.22	£116,182.00	£115,897.15	-£284.85
	Recreation Expenditure	£85,534.57	£115,218.55	£115,202.59	-£15.96
	Planning Expenditure	£9,359.37	£13,500.00	£13,798.60	£298.60
	Subtotal general expenditure	<u>£194,026.16</u>	<u>£244,900.55</u>	<u>£244,898.34</u>	<u>-£2.21</u>
Project Expenditure	Finance Expenditure	£1,220.00	£2,000.00	£2,000.00	£0.00
	Recreation Expenditure	£113,189.28	£0.00	£67,589.00	£67,589.00
	Planning Expenditure	£0.00	£1,000.00	£1,000.00	£0.00
	Lengthsmen Expenditure	£16,840.00	£14,300.00	£0.00	-£14,300.00
	Subtotal Project expenditure	<u>£131,249.28</u>	<u>£17,300.00</u>	<u>£70,589.00</u>	<u>£53,289.00</u>
TOTAL EXPENDITURE		£325,275.44	£262,200.55	£315,487.34	£53,286.79
Surplus/(Deficit)		£91,595.41	£26,027.17	£1,212.66	-£24,814.51

<u>Ear marked reserves 2024-25 at year end</u>		<u>Reserves b/f 2023-24</u>		
Skatepark			£269,791.00	
	80,000.00	Add: 2024-25 Income	£316,700.00	
Youth Shelter		Less: 2024-25		
	15,000.00	Expenditure	£315,487.34	
CCP Play area		Forecast c/f to 2025-26	£271,003.66	
	60,000.00			
Rec Ground Toddler				
	25,000.00			
Triangle Contribution				
	10,000.00			
Free Reserves		MKP Pavilion solar	£11,947.00	PC Contribution
	81,003.66	CCP Solar	£6,904.00	PC Contribution
		Recreation ground	£12,260.00	PC Contribution
			£31,111.00	
<hr/> <u>TOTAL RESERVES</u>				
	271,003.66			
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F10/24 **To agree any matters for the next meeting**

The 2025-25 budget will be discussed at the next meeting.

F11/24 **To resolve to close the meeting to members of the public to discuss a matter in relation to the installation of the rising bollards at Colden Common Park.**

As this matter relates to legal proceeding and legal privilege, these matters can only be discussed in a closed meeting - it is in the public interest that public and press be excluded from this part of the meeting under legislation contained in the Public Bodies (Admission to Meetings) Act 1960

The Clerk has approached Wellers Hedley to act on behalf of the Parish Council regarding a legal matter in relation to the installation of the rising bollards at Colden Common Park.