



Website: www.whitwickpc.org.uk

To: The Chairman and Members of Whitwick Parish Council

9 June 2015

Dear Councillor

I hereby summon you to attend a **Special Meeting** of the **Whitwick Parish Council** to be held at **7.00pm** on **Thursday, 16 July 2015** at **Whitwick Youth Club, Whitwick Park, North Street, Whitwick** for the purpose of transacting the following items of business.

Yours faithfully

Clerk to the Council

AGENDA

Apologies for Absence

Declarations of Interest

To receive declarations of interests in respect of items on the agenda. Members are reminded that they must declare whether the interest is a '*disclosable pecuniary interest*' (in which case you must leave the meeting while that item is under discussion) or a '*disclosable non-pecuniary interest*' (where you may remain in the meeting, vote and speak on the matter unless to do so would compromise your impartiality or other obligations set out in the Code of Conduct).

1. LEICS CC MINERALS AND WASTE LOCAL PLAN CONSULTATION

To consider whether to make any comments on the draft policies and proposals (previously circulated by email)

2. ACCOUNTS FOR PAYMENT

To approve the following payments:

Information Commissioner – data protection registration - £35.00

Severn Trent Water – water supply to Thornborough Rd Allotments - £114.06

Wicksteed Leisure Ltd – Workout in Whitwick Ecotumble surface - £7,638.91

3. FINANCIAL STATEMENT

To receive a summary of income and expenditure to 30 June (attached).

4. FORMER YOUTH CLUB BUILDING

The Clerk to report that planning permission for change of use to allow the youth club building to be used for other community uses and extend the permitted opening hours has been approved subject to conditions. The permitted opening hours are now 09.00 – 21.00 on Monday to Saturday and 1000 – 1800 on Sundays.

Given that the project is likely to overlap the recruitment process, to consider appointing a lead councillor who would provide continuity; if this is agreed, the Clerk and lead councillor to prepare a costed project proposal for consideration at the 3 September meeting.

Stephenson College has supplied a list of materials for the Parish Council to source in order for them to refurbish and redecorate in October.

Members are requested to consider the following item in confidential as it deals with financial information relating to contractual negotiations for the supply of goods and services

5. COMMUNITY HUB/ PARISH OFFICE

To consider the report of the Clerk (copy attached)

6. GROUNDS MAINTENANCE

To consider the report of the Clerk (copy attached)

Date of next meeting: 3 September 2015

WHITWICK PARISH COUNCIL					
INCOME AND EXPENDITURE: BUDGET v ACTUAL - 30 JUNE 2015					
Budget Note No		Actual 2014/15 Year End	Budget Estimate 2015/16	Actual to 30 June	Provisional End of Year Outturn
INCOME					
1	Precept	29048.00	180339.00	90169.50	180339.00
2	Council Tax Support Grant	2623.00	15535.00	7767.50	15535.00
3	Interest	16.37	18.00	30.97	200.00
4	Allotment Income	0.00	1146.00	0.00	1146.00
5	Income from other land and property	0.00	1410.00	1200.00	1200.00
6	VAT (claims made in-year)	1864.39	0.00	601.31	0.00
7	Robinson Road S.106 commuted sum	2658.60	0.00	0	0.00
8	The Elms S.106 commuted sum	93.25	93.00	0	0.00
9	Grant: Workout in Whitwick	786.00	25000.00	0.00	10000.00
	Grant: hub/office conversion			0.00	20728.40
11	Other: S.106 for Workout	34.55	31134.00	21888.22	21888.11
	Sale of Green Lane garden extension			3580.54	3580.54
	Sale of Dumps Rd Woodland			0.00	10155.00
	Donation from youth club trustees			3100.00	3100.00
	Donation from MQP			500.00	500.00
10	One off: Special Expense balance transfer	0.00	68161.00	58917.77	58917.77
	TOTAL INCOME	£37,124.16	£322,836.00	£187,755.81	£327,289.82
EXPENDITURE					
12	Salaries	24828.02	27820.00	7322.22	29000.00
	Administrative Costs:				
13	VAT (claims made in-year)	2009.58	0.00	5858.34	0.00
14	General Admin (inc 2014 fees & subs)	2881.33	1700.00	1391.84	2200.00
15	Fees and subs (2015/16)		1831.00	1110.91	1110.91
16	Insurance	2712.68	2850.00	2898.49	3100.00
17	Audit	392.00	420.00	200.00	425.00
18	Staff & Cllrs Training/Development	235.00	500.00	70.00	500.00
19	Staff recruitment	0.00	500.00	0.00	500.00
20	Office equipment and set up costs		2460.00	0.00	500.00
21	Office running costs		2030.00	0.00	2030.00
22	Professional fees inc legal costs	5932.00	10000.00	4193.43	8000.00
23	HR advice		1200.00	0.00	600.00
24	Office asset protection fund (new laptop)		900.00	0.00	900.00
25	Election 2015		1000.00	0.00	7500.00
	Total Administrative Costs:	£14,162.59	£25,391.00	£9,864.67	£27,365.91
	Community				
26	Community Initiatives/Future Projects	4051.57	2500.00	0.00	2500.00
28	Planters at village entrances		1850.00	0.00	1850.00
29	Notice board		1800.00	0.00	1250.00
30	Newsletters and media		600.00	0.00	300.00
31	Community events		600.00	0.00	50.00
33	Community Grant Scheme	1187.50	0.00	0.00	0.00
	Total Community Projects	£5,239.07	£7,350.00	£0.00	£5,950.00

Budget Note No		Actual 2014/15 Year End	Budget Estimate 2015/16	Actual to 30 June	Provisional End of Year Outturn	
35	Section 137 Donations		0.00	0.00	0.00	
	Land and Property					
36	Grounds Maintenance (NWLDC)		145841.00	0.00	145841.00	
37	Additional running costs		3935.00	120.88	3935.00	
38	Allotments		1580.00	0.00	1580.00	
39	Office development/conversion		20000.00	0.00	31900.00	
40	Asset protection fund		5000.00	0.00	5000.00	
41	Premises maintenance		1000.00	0.00	1000.00	
42	Other one-off projects (Workout)	2373.04	31634.00	25268.24	31634.00	
	Community Hall refurb and refurnish					TBA
	Total Land and Property	2373.04	£208,990.00	£25,389.12	£220,890.00	
	TOTAL EXPENDITURE	£46,602.72	£269,551.00	£48,434.35	£283,265.91	
	CONTINGENCIES AND RESERVES					
	Contingency:					
	In case of casual election		2500.00	2500.00	2500.00	
	Earmarked Reserves:					
	Robinson Rd commuted sum	2658.00	2126.00	2126.00	2126.00	
	The Elms commuted sum	93.00	75.00	75.00	75.00	
	Youth club building			3100.00	3100.00	
	Total Contingencies and Reserves	2751.00	4701.00	7801.00	7801.00	
	b/fwd on 1 April	34517.17	25038.61	25038.61	25038.61	
	Add Receipts/ Income	37124.16	322836.00	187755.81	327289.82	
	Less Payments/Expenditure	46602.72	269551.00	48434.35	283265.91	
	BALANCE	£25,038.61	£78,323.61	£164,360.07	£69,062.63	
LESS	CONTINGENCY AND RESTRICTED RESERVES	2751.00	4701.00	7801.00	7801.00	
	AVAILABLE BALANCE	£15,787.61	£73,622.61	£156,559.07	£64,361.63	