



## OLD BASING & LYCHPIT PARISH COUNCIL

### MINUTES OF THE FINANCE & RESOURCES COMMITTEE MEETING

DATED TUESDAY 17<sup>th</sup> OCTOBER 2023

**Location:** PAVILION MEETING ROOM, OLD BASING  
**Time:** 7.30 PM  
**Members Participating:** Councillors P Bloyce (Chairman), M Campbell, S Brown,  
D Whiter, K Tuck, S Grassi  
**Members Absent:**  
**In Attendance:** Mrs S Tuck (Clerk); L Orvis (Finance Officer)

Item No	Item	Action
1.	<b>APOLOGIES FOR ABSENCE</b> No apologies.	
2.	<b>CONFIRMATION OF MINUTES</b> The Minutes of the Finance & Resources Committee held on Thursday 6 <sup>th</sup> July 2023 were <b>received and agreed as an accurate record of the business conducted.</b>	
3.	<b>DECLARATIONS OF INTEREST</b> SB - allotment charges.	
4.	<b>PUBLIC PARTICIPATION SESSION</b> There were no members of the public present.	
5.	<b>CHAIRMAN'S COMMUNICATIONS</b> Further to the Clerk's email earlier today, the Chairman reported briefly on his conversation with solicitors experienced in dealing with Licensing matters and the decision to appoint them to ensure the Parish Council's objection was as robust as possible. This decision agreed under the Scheme of Delegation due to the urgency of the situation, will be ratified at the November Parish Council meeting.	Clerk
6.	<b>MANAGEMENT ACCOUNTS</b> <b>6.1</b> The end of year Management Accounts for the period July – September 2023 were presented by the Finance Officer who reported as follows: The current spend for last 6 months is £142,000 and with an approximate spend of £25,000 per month a deficit for the year of approximately £9,000 is expected. Outstanding income due from Cricket Club for 2 <sup>nd</sup> instalment of ground charges and allotment fees which are still being received.	

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	<p>Miscellaneous Income has improved due to an increase in bank interest rates and the opening of a new account with Lloyds for a 3 month period producing a fixed rate of approx. £500 per quarter. Lychpit Hall income indicates a surplus of approx. £1800 but with the weather set to get colder gas charges will be higher. Income from regular hirers has increased to £8k and ad hoc bookings have increased.</p> <p>There has been an increase in Facilities Management expenditure and grounds maintenance – due to various unexpected works General Expenditure has increased due to salary increases which are difficult to predict in advance and an increase in the annual insurance.</p>	
<b>7.</b>	<b>FEES &amp; CHARGES FOR 2024/25</b>	
7.1	Members reviewed the proposed Facilities Management Budget for 2024/25 and agreed the following:	
	<ul style="list-style-type: none"> <li>i. <b>Recreation Facilities</b> (Football pitch fees, hire of tea room and/or changing rooms) – <b>6% increase agreed.</b></li> <li>ii. <b>Allotment Charges –6% increase.</b> It was noted that grounds maintenance costs will increase by 10% and allotment holders should be advised that the aim of the Council is to become cost neutral in the future.</li> </ul>	Clerk
	<ul style="list-style-type: none"> <li>iii. <b>Cemetery Charges</b> – It was noted that the maintenance costs last year were £2,000 more than income and, with the 10% grounds maintenance increase, the current budget needs to reflect this increase whilst still offering a reduced rate for Parishioners and that the Non-parishioner fees should be increased to bring them more in line with those charged elsewhere.</li> </ul>	Clerk
	<ul style="list-style-type: none"> <li>iv. <b>Hire of Lychpit Community Hall – 8-10% increase for regular hirers.</b> It was noted these had not been increased since COVID to give hirers a chance to re-build their businesses. <b>10-20% increase for casual bookings.</b></li> </ul>	Clerk
	<ul style="list-style-type: none"> <li>v. <b>Club Charges – agreed based on Contractor’s charges.</b> It was noted that the subsidy had not been reviewed for several years and recommended a review prior to the spring meetings with the Clubs.</li> </ul>	Clerk
<b>8.</b>	<b>BUDGET &amp; PRECEPT FOR 2024/25</b>	
8.1	<p>The Finance Officer explained the reasons for the annual budget process and presented the draft budget for 2024-25 for recommendation to full Council.</p> <p>Comments were as follows:  A 16% increase in precept would leave a deficit of £9k.  To balance the books an increase of 20% is needed.  CIL funds (whilst held) will earn bank interest. These funds also affect the Audit Fees which reflect increases in income and expenditure.  Lychpit Hall – a loss is anticipated.  Clerk to look into applying for the Pride in our Place grant.</p>	

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8.2	<p>The expected £9,000 deficit will need to be offset by a reduction in earmarked reserves.</p> <p>After much discussion, a precept for 2024/25 based on the above budget of 12% was considered a reasonable compromise. The Chairman therefore proposed a <b>12% increase for recommendation to full Council - all voted in favour.</b></p> <p>It was acknowledge that residents must be informed as to why the precept is higher than previous recent years. The following reductions were agreed in order to present a balanced budget at the November Parish Council Meeting:</p> <p>Development Rebuttal - to £5k Neighbourhood Plan – to £8k OBLEC - to £2k</p> <p>This will leave a deficit of £5,000 to be offset by a reduction in various earmarked reserves – Finance Officer will adjust figures accordingly.</p>	Finance Officer
9.	<p><b>S.106 FUNDING</b></p> <p>9.1 Details of S.106 funds were received and Councillors asked to consider areas where this might be used for discussion at a future meeting.</p>	All
10.	<p>10.1 Notification from the Borough Council of additional CIL funding totalling £86,010.99 was received and noted.</p> <p>10.2 A request from the Old Basing Village Hall Committee for additional CIL funding towards its energy saving measures was received and noted. No decision will be made on this until the Council’s spend requirements is clear. Details of other grant funding opportunities have been forwarded to the VH.</p>	
11.	<p><b>CONFIDENTIAL MATTERS</b></p> <p>No items.</p>	
12.	<p><b>There were no further matters for discussion and the meeting closed at 21.14pm.</b></p>	

Signed: ..... Dated: .....