

Owslebury Parish Council

Chairman: Councillor Mr J Chapman

7th January 2014

To all members of the Council.

You are hereby summoned to attend the Owslebury Parish Council meeting to be held on Monday 13th January 2014 at 7.45pm in the Parish Hall, Owslebury. The agenda for the meeting is given below.

Michael Cleary - Clerk to the Council

AGENDA

- 1) Apologies for Absence.
- 2) Disclosure of Interests for Agenda Items.
- 3) To approve the Minutes of the Parish Council Meeting held on 9th December 2013.
- 4) Police Report.
- 5) To Hear Public Questions and Comments.
 - a) Planning Applications – Statement of Intent from Owner or Agent and Public Comments
 - b) Other Agenda Items – Public Comments
- 6) For information only: Clerk's Report on Actions Arising from the Minutes not included elsewhere on agenda.

a) Action:	By when:	By whom:
Bank Tree <ul style="list-style-type: none">• Arbor-Call to remove dead branches from the Bank tree.	ASAP	Clerk

b) Action:	By when:	By whom:
Bottle Bank <ul style="list-style-type: none">• To arrange for suitable signage ' No Parking' signage to be installed.	January	Clerk

c) Action:	By when:	By whom:
Parish Plan <ul style="list-style-type: none">• Clerk to prepare final Plan and arrange for printing and distribution.		Clerk

d) Action:	By when:	By whom:
Communications <ul style="list-style-type: none">• To invite the Editorial Team of the Owslebury Newsletter to discuss with the Council if and how the Newsletter could be developed to provide a better form of 2-way communication between the Council and Parishioners.	January/ February	JC

e) Action:	By When:	By Whom:
Glebe Field: <ul style="list-style-type: none">• Clerk to arrange for Hedleys to register the Council's ownership of its 'part' of the Glebe Field at the Land Registry.	ASAP	Clerk

f) Action:	By When:	By Whom:
Burial Ground <ul style="list-style-type: none">• The consultative letter, duly signed by the Chairman and the Vicar (on behalf of the PPC), should be distributed to parishioners subject to the inclusion of information on the potential use of the Glebe Field, email addresses and a deadline of the end of March for responses.	ASAP	Clerk/Paul Bowes

- 7) County and District Councillor Reports.
- 8) Highways.
 - a) To consider progress on matters related to roads works at Colden Common (Attachment A).
 - b) To consider proposals (if any) for additional country kerbing in Hurst Lane including contribution from local residents (JC)
 - c) To consider matters in connection with recent flooding in the Parish (All).

- d) To consider any general matters.
- 9) Rights of Way.
- a) To consider any amendment to HCC Rights of Way Cutting list 2014 (Attachment B)
 - b) To consider matters in connection with specific ROW
 - c) Any General Matters
- 10) Planning.
- a) To Discuss Planning Applications and Application for a Lawful Development Certificate (Attachment C)
 - b) To Discuss Planning Decisions. (Attachment D)
 - c) Enforcement Issues.
 - i) To consider any new enforcement matters (Clerk)
- 11) Shared services (Clerk).
- a) To receive a report on informal meeting with local Parishes on the possibility of sharing resources (Clerk) (Attachment E).
- 12) Community Transport Services.
- a) To consider outcome of enquiries in connection with possible extension of services provided by South Central Ambulance (County Councillor Humby).
 - b) To consider possibility of introducing community transport arrangements for older or infirm parishioners for medical and dental appointments.(JC/Clerk).
 - c) To consider cooperation with other Parishes
 - d) To consider any general matters.
- 13) Finance, administration and statutory matters (Clerk).
- a) To consider payments made since last meeting, proposed payments (Attachment F).
 - b) To consider Reserves policy (Attachment G)
 - c) To consider prospective donations and Section 137 grants (Attachment H)
 - d) To consider latest estimate of financial outcome for 2013/14.(Attachment I).
 - e) To receive a report on the Clerk's attendance at the WCC budget briefing.
 - f) To consider latest estimate of budgeted receipts and payments and transfers to Reserves for 2014/15 (Attachment J);
 - g) To set the Precept for 2014/15.
 - h) To consider any general matters.
- 14) Open Spaces, Recreation and Play Grounds.
- a) To receive a report on progress of discussion between Owslebury Football and Cricket Clubs (ME) including
 - i) Proposed future operation of facilities.
 - ii) Preliminary consideration as to requirement and funding for new pavilion and budget considerations.
 - iii) Consideration of Health and Safety issues to be addressed by Council.
 - b) To consider level of licence fees.(Clerk)
 - c) To receive a report from the Clerk on Playground Inspection (Clerk)
 - d) To approve purchase of replacement swing seat. (Clerk)
 - e) To consider any general matters.
- 15) World War 1 and D-Day Commemorations. (Clerk)
- a) To receive an update (if any) on progress of grant application with HCC.
 - b) To consider establishment of a working party, related membership and terms of reference.
 - c) To determine 'next steps' and timetable.
 - d) To consider any other matter.
- 16) Licensing Application for a review of Premises Licence- Matterley Bowl (Attachment K)
- 17) Matters previously discussed and deferred to future meetings (Attachment L).
- 18) Agenda Items for the Next Meeting.
- 19) Date of next OPC meeting -10th February 2014.

Michael Cleary
Clerk and RFO

ATTACHMENT A: UPDATE NOTE FROM SOUTHERN WATER RE COLDEN COMMON ROAD WORKS

Update: Improvements to water services – Main Road, Colden Common

I am writing to update you about the essential water main renewal work which Southern Water and Clancy Docwra are carrying out in your area. I am pleased to report that the first two phases of the scheme to replace the ageing water main have now been completed, and we will be returning in January to carry out the final phase. The work will help to reduce bursts and leaks and ensure we continue to serve the community effectively into the future.

Work will resume on 6th January, and thanks to the progress made to date and the cooperation of local residents and businesses, it is now expected to be complete by the end of February rather than early April. Main Road will be closed to through-traffic from the Church Lane roundabout to the junction with Hensting Lane, to allow the final section of main to be laid and connections to individual properties to be carried out. The diversion route for traffic using Main Road Colden Common will be clearly signed – for more details see reverse.

For businesses and residents within the road-closure and to the South (Portsmouth Road end) of our working area, access to premises and properties will be from the South. For businesses and residents within the road-closure and to the North (Church Lane roundabout end) of our working area, access will be from the North.

For residents directly within our working area we will do all we can to maintain access to driveways during this phase. Where vehicle access to properties may be restricted our site team will speak individually with those residents in advance, however we have liaised closely with Hampshire Emergency Services to ensure that emergency access will always be possible. If you are registered disabled or have other special access or delivery requirements and would like to discuss these with us, please contact us on the number below. We will also assist on bin collection days to ensure waste is collected.

We are continuing to work closely with the Emergency Services, Winchester City Council, and Hampshire County Council who will be taking the opportunity to carry out essential highway maintenance works during the Road closure, minimising the need for further closures or traffic restrictions for this work at a later date.

If you would like to talk to Southern Water about this work, please do not hesitate to contact the customer service team on 0845 278 0845 where someone will be pleased to help.

Thank you for your continued patience while we carry out this essential work.

We are committed to providing the best possible service while we are working in your community and we will finish the work as quickly as we can.

Yours sincerely



Peter Simmons
Water Infrastructure Project Manager
Southern Water

ATTACHMENT B: HCC RIGHTS OF WAY CUTTING LIST

September 2014

**Footpath 14 Pilgrims Ash
Footpath 16 Shortlands Copse**

ATTACHMENT C: PLANNING APPLICATIONS AND APPLICATION FOR LAWFUL DEVELOPEMNT CERTIFICATE

There are no Planning Applications for the Council to consider. There is 1 Application for a Lawful Development Certificate:

SDNP 13/06046/LDP	Mares Lane Bungalow, Hensting Lane, Owslebury
Proposal:	Single story conservatory
Closing date (WCC):	23/1/14
Closing date: OPC	23/1/14

ATTACHMENT D: PLANNING DECISIONS

SDNP 13/04523/FUL	Land at The Malt House, Baybridge Lane, Owslebury
Proposal:	Forward extension of part of front elevation and increase in hight of garage.
Decision:	Approved

SDNP 13/05033/FUL	Whaddon Farm, Whaddon Lane, Owslebury
Proposal:	Change of use and extension of agricultural building to B1 Light industrial use
Decision:	Application withdrawn

SDNP 13/04316/HOUS	The Old White House, Baybridge Lane, Owslebury
Proposal:	Single story rear extension; replacement garage
Decision:	Approved

ATTACHMENT E: FILE NOTE INFORMAL MEETING AT BISHOP'S WALTHAM RE SHARING RESOURCES

**Meeting of Southern Parishes.
December 12th 2013.
2.00pm
Jubilee Hall, Bishop's Waltham**

Subject: Shared Services.

Present:	Cllr Tracy Conduct	Bishop's Waltham
	Cllr Terry Wilson	Bishop's Waltham
	Mrs Lindsay Edge	Bishop's Waltham
	Cllr Kevan Bundell	Curdridge
	Cllr Christine Weaver	Curdridge
	Cllr Neil Lander-Brinkley	Denmead
	Mr Tony Daniels	Denmead
	Mrs Anne Collins	Durley & Upham
	Mr Michael Cleary	Owslebury
	Cllr Jess Bond	Shedfield
	Mrs Yvonne Wheadon	Shedfield
	Cllr Xavier Kingsland	Swanmore
	Mrs Aileen Garside	Swanmore
	Mr Steven Lugg	HALC
Apologies:	Mrs Nicki Oliver	Wickham

Cllr Mrs Conduct opened the meeting and thanked everyone for attending.
Mr Lugg: welcomed the proposal to share services, great idea, many benefits for Councils of all sizes, chance to see where opportunities lie, help on offer from HALC where needed.

Possible sharing of existing Services:

Lengthsman - Litter clearing; Graffiti clearing
Grounds Staff - Tree planting; Grass Cutting; Hire of specialised equipment
Administration Staff - Provision of Newsletters
Caretaking Staff - Cleaning
Dog Wardens
Traffic Wardens
Community Policing

Cross Council Cooperation through Consultations:

HCC Requests re Local Government Matter; WCC Requests re Local Government Matter; Provision of Recreation facilities and activities; Event Dates; Tourism; Community Transport.

Discussion points:

Collective voice on various issues.
Police/PCSO issues – Eastleigh Councils' experiences.
Feedback from community on police presence.
Lack of traffic warden and dog warden.
Lengthsman – HCC pilot scheme and BW experience – hiring of staff member to Durley.
Feedback on lengthsman – very positive, welcomed.
Speedwatch – collaboration of parishes – members and equipment.
Services not being delivered by District/County Councils.
2015 – cuts in funding – local councils will be undertaking more. Possibility of merged parishes.
Transport – possible sharing of minibus, Cllr Humby (HCC) recent proposals re community bus.
Grass cutting – Denmead and BW experiences with WCC.
Collective purchasing – materials – VAT implications to be considered.
Communication with other parishes.
Collective response for surveys etc.

Next meeting: Thursday 6th February 2014, 2.00pm at the Jubilee Hall, Bishop's Waltham.

Actions prior to meeting: Community Warden details to be obtained. (LE).
All Clerks to raise at Parish Council meetings for further suggestions.

ATTACHMENT F: PAYMENTS AND RECEIPTS SINCE LAST MEETING

Proposed payments

Voucher	Amount (£)	Payee	Purpose
PAYMENTS			
91	244.73	OCS (Cannon)	Grass/hedge cutting November
92	32.50	TLC	Webmaster monthly invoice
93	240.27	M Cleary	Clerk's December net pay
94	160.00	Post Office	Clerk's PAYE
95	26.22	M Cleary	Clerk's December exps (travel £18.75; postage £3; Stationery £4.47)
96	25.00	Hampshire P Fund	Contribution to Pension Fund Deficit reduction re former Clerk
97	34.00	M Cleary	re renewal of AVG internet security
98	246.17	D. Greenslade	Christmas Lights
99	108.00	Play Inspection Company	Interim audit of play area (£90+VAT)
RECEIPTS			
17	300.00	HCC	County Councillor Small grants re Bank tree

The Cash book balances (reconciled to the latest bank statements) at today's date came to £37,736 (including ring fenced funds, of which Community Projects Reserve is £13,706 and Xmas Lights £753).

Council is requested to approve the above payments.

ATTACHMENT G: RESERVES POLICY

The Council needs to review its Reserve policy on a regular basis. The Council is reminded that it cannot hold excessive reserves. The General Reserve should, as a rule of thumb, be about 50% of projected expenditure and planned increases to specific reserves. This allows for a delay, for whatever reason, in receipt of the Precept and/or for unforeseen expenditure. Other Reserves should be for specific purposes. The Council should note that economic conditions for the foreseeable future are likely to be such that grants from District and County Councils will be harder to obtain, and there is likely to be increasing use of matched funding arrangements. There is also the possibility the present Precept arrangements will be changed such that Parish Council may not be as free as at present to increase the Precept without restrictions being imposed. It is important therefore, the Council holds sufficient in reserves to enable it to function smoothly and effectively.

Against the above backdrop I would recommend Council consider the following Reserves Policy:

General Reserves: of between 6 and 9 months planned expenditure and planned transfers to specific Reserves so as to provide for unplanned expenditure, delays in receipt of Precept and to facilitate the smooth running of the Council.

Legal and Planning Costs Reserve: of up to £3,000 so as to provide for legal and planning advice on contentious applications or appeals. I suggest this be built up at the rate of £500 per annum.

Election Costs Reserve: of £1,000 or such sum recommended by WCC, so as to provide for contested elections.

Play Equipment Reserve: of up to £6,000 (broadly 10% of original cost) so as to provide for the Council's possible contribution towards the replacement of play equipment. I suggest this be built up at the rate of £500 per annum with a backlog transfer in 2013/14 of £1,500 as the equipment was mainly bought some 3 years ago.

Community Projects Reserve: of up to £20,000 so as to enable the Council to fund community projects in line with the Parish Plan, most notably in relation to:

- Traffic calming
- Pedestrian safety
- Country kerbing
- Broadband
- Sports pavilion
- Flooding

Christmas Lights Reserve: the Council supports the provision of Christmas Lights for the Village and provides part of the funding. The Council has built up a specific reserves against which requests for funding will be considered, and may transfer additional sums to the Reserve followings its annual review of financial matters.

Council is requested to approve the above Reserves.

ATTACHMENT H: GRANTS AND DONATIONS

Grants and donations are restricted to:

- a) Local organisations which add to the quality of life of Parishioners; and
- b) National charitable organisations which provide demonstrable benefit to Parishioners

(Note: The total of Grants under Section 137 Local Government Act 1972 cannot exceed (for 2013/14) £6.80 per elector or £4,549)

It is proposed Council make the following donations for 2013/14:

Local organisations

St Andrew's Church and Morestead Church – General donations of £100 each

St Andrew's Church – donation for Ground Maintenance in recognition of additional grass cutting costs and acquisition of grass mower - £200. (This proposed grant represents the amount previously discussed by Council. However, in the light of the substantial additional costs incurred by the Church in 2013/14 as a consequence of the acquisition of a grass mover (in order to save future grass cutting costs), the Council may wish to increase the size of the grant;

Owslebury Newsletter – S137 grant in recognition of role in communication of Council matters - £100

Marwell Wildlife – S137 grant in recognition of contribution to local community - £100

National charities

Age UK Winchester – S137 grant in recognition of provision of assistance and resources for Senior Outings (evidence provided)- £200

Citizens Advice Bureau – grant in recognition of assistance given to Parishioners on a wide range of issues but mainly 'benefits' related (evidence provided) -£150

Home Start – S137 grant in recognition of help and support for young families in Owslebury (evidence provided) - £100.

(Please note Council has already approved and paid S137 grants to OPHMC (£200 for part cost of a new shed) and St Andrew's Church (£500 – cost of a new notice board, funded specifically from County Councillor grant).)

2014/15 Budget.

For 2014/15 I have included (for budgetary purposes only), similar sums plus a provision of £1.000 for other charitable approaches, so as to allow the Council flexibility in dealing with such requests.

Council is requested to approve the proposed 2013/14 grants and donations, and the budget for 2014/15.

A summary of grants and donations is set out below

	Budget 2013/14	Estimate 2013/14	Budget 2014/15
St Andrews – General	100	100	100
St Andrews – Ground maintenance	300	200	200
Morestead Church	100	100	100
Owslebury Newsletter	100	100	100
OPHMC	100	0	0
Marwell Wildlife	100	100	100
Victim Support	100	0	0
CAB	150	150	150
Hants Youth Band	50	0	0
Disability Awareness	40	0	0
Win Youth Counselling	50	0	0
Age UK Winchester	200	200	200
Home Start	100	100	100
Other Charitable approaches	300	0	1,000
Xmas lights	100	0	0
OPHMC re shed	0	200	0
St Andrew's notice board	0	500	0
TOTAL	1,890	1,750	2,050

ATTACHMENT I (1 of 2): ESTIMATE 2013/14 COMPARED AGAINST BUDGET

The Estimated outcome for 2013/14 is set out in detail on the enclosed spreadsheets and summarised on page 2 of this Attachment. I would draw Councillors attention to the following key points:

1. Subject to acceptance of the proposed Grants and Donations set out in Attachment H and the Reserves Policy in Attachment G, I anticipate a surplus for 2013/14 of £1,872 against a budgeted deficit of £52. However this masks very considerable variances in certain budget categories as noted below.
2. The major **favourable variances** are accounted for by:
 - a. Clerk's costs – savings of £3,749 – largely attributable to a lower pay rate and fewer hours charged than budgeted (saving £2,275), the new Clerk not being a member of the HCC pension scheme (saving £1,124), lower than budgeted travel (saving £229) and lower home working allowances (saving £121);
 - b. Insurance premium – saving £556- largely due to a re-tender;
 - c. Grass cutting costs – saving £539 – which appears to be primarily due to over-budgeting;
 - d. Stationery costs- savings £248- which reflects some over budgeting, and savings on cartridges through internet searches and use of non-original cartridges;
 - e. Planning agent costs –saving £500 – as we did not use an agent in the year;
 - f. Parish Plan – saving £283- as the costs were funded by a WCC grant;
 - g. Pay phone – saving £200- as no contribution was required by BT;
 - h. Non-precept receipts – additional £354 – mainly reflects a grant from Hampshire Playing Fields Association (£250) and backlog licence fees (£100) from the sports clubs for the previous year;
3. The major **unfavourable variances** are accounted for by:
 - a. Contribution to Christmas Lights (release from specific reserve) - £246 (see 4 below);
 - b. Improvements to the Recreation Ground – costs of £3,044. Council resolved that these costs would be offset by the Community Projects Reserve but I have assumed that in view of the expected outcome the Council would wish to maintain the reserve at £16,750. Council is requested to confirm this proposal;
 - c. Maintenance and Inspections- additional costs £159- reflects a general increase in such costs from digger hire to clear grips to additional playground inspection and repairs;
 - d. Dog waste collections – additional costs £330 – this is largely as WCC was late in charging OPC for 2012/13 collections ie a catch-up.
 - e. Repayment of VAT following identification of an error in the VAT return for the previous year - £1,526;
 - f. Land Registry costs for the registration of OPC's ownership of part of the Glebe Field - £277.
4. The **Reserve movements** shown in the summary relate to:
 - a. The transfer of £246 from the Christmas Lights Reserves as approved by Council;
 - b. The transfer to
 - i. Legal and Planning costs Reserve of £500;
 - ii. Election Costs Reserve of £1,000 as recommended by WCC;
 - iii. Play Equipment Replacement Reserve of £1,500 – broadly £500 per year since the equipment was acquired c3 years ago.
5. It should be noted that even after the above transfers to the above specific reserve accounts, the General Reserve is anticipated to be £13,124. This represents about 7 months budgeted expenditure and budgeted transfers to specific reserves in 2014/15 ie in line with the OPC's Reserves policy.

Council is requested to approve both the Estimated outcome for 2013/14 and the transfers to Reserve accounts.

ATTACHMENT I (2 of 2): ESTIMATE 2013/14 COMPARED AGAINST BUDGET

Members should refer to the enclosed spreadsheet for detailed disclosure of the estimated outcome for 2013/14 against the budget. The information below is in summary form and nets any income received against the related expenditure ie on a 'net' basis.

OUTCOME (on a 'net' basis)

	Budget 2013/14	Estimated outcome 2013/14	Variance	Note on Page 1
Clerk's costs (pay, travel, home working etc)	10,659	6,910	3,749	2a
Insurance	1,843	1,287	556	2b
Donations to Churches and S137 grants	1,890	1,750	140	
Christmas Lights	0	246	-246	3a
Community Projects (WW1)	0	100	-100	
Community Projects (Recreation ground)	1,000	3,044	-2,044	3b
Grass cutting (net of OPHMC and St Andrews)	2,913	2,374	539	2c
Subscriptions	478	530	-52	
Maintenance and inspections	700	859	-159	3c
Dog waste collection	660	990	-330	3d
Audit	450	370	80	
Web site	455	430	25	
Meeting expenses	300	397	-97	
Stationery	400	152	248	2d
Chairman and Cllrs expenses	134	104	30	
Training	130	251	-121	
Office equipment	100	0	100	
Planning agent	500	0	500	2e
Parish Plan	200	-83	283	2f
Street lighting	200	192	8	
Pay phone	200	0	200	2g
Land Registry costs	0	277	-277	2
Bank tree maintenance	0	0	0	
Postage	25	51	-26	
Publications	50	0	50	
Sundry others	75	35	40	
VAT over-claim in error and repaid	0	1,526	-1,526	
TOTAL CASH EXPENSES (net of related receipts)	23,362	21,792	1,570	
Less: non-Precept receipts	-310	-664	354	2h
Less: Council Tax Support Grant	-1,003	-1,003	0	
Less Precept 2013/14	-21,997	-21,997	0	
NET (DEFICIT)/SURPLUS FOR YEAR	(52)	1,872	1,924	

RESERVES

	General	Legal & Png	Election costs	Community Projects	Play Equipment	Christmas Lights	Total
At 01/04/13	14,106			16,750		753	31,609
Surplus/Deficit for year	2,118			0		-246	1,872
Transfers to specific reserves	-3,100	500	1,000	0	1,500	100	0
Estimated reserves at 31/03/14	13,124	500	1,000	13,706	1,500	607	33,481

ATTACHMENT J (1 of 2): BUDGET SUMMARY 2014/15

The Budget for 2014/15 is set out in detail on the enclosed spreadsheets and summarised on page 2 of this Attachment. I would draw Councillors attention to the following key points:

1. Overall, costs are anticipated to fall £757 over the estimate for 2013/14 or 3.5%. However this masks very considerable variances within budget categories, as noted below.
2. The major increases in costs over the expected outcome for 2013/14 are as follows:
 - a. The Clerk's payroll and associated costs – increase £258 or 3.7% - reflect a similar number of hours as those for 2013/14, at the nationally agreed scale rate;
 - b. I have budgeted £3,000 for Community Projects such as traffic calming, country kerbing etc. To the extent this is not incurred I would propose it be transferred to the Community Projects Reserve. I have also budgeted £700 additional spend on WW1/D-Day commemoration projects. This (together with the £100 included in the Estimate for 2013/14) is in-line with the application submitted to HCC. (Please note this is a net figure – gross costs being offset by anticipated HCC grants and contributions for the PCC and OMCA and personal contributions, leaving a net £800 for OPC to fund);
 - c. Donations and Grants are set out in Attachment H and are budgeted to increase by £300 or 17.1% mainly as I have included £1,000 for requests which may arise during the year over and above the usual organisations supported by OPC;
 - d. Maintenance and Inspections has increased by £241 or 28.1% mainly as I anticipate a higher level of repairs costs will be incurred in relation to play equipment;
 - e. Website costs are budgeted to increase by £70 or 16.3% as I anticipated changes being made to the Website as and when the Council reviews its communications policy, in line with the Parish Plan;
 - f. Non-precept receipts are expected to fall by £454 or 68.4% as I have not anticipated the receipt of any grants, but have anticipated a fall in licence income from the sports clubs following their merger;
 - g. The other increases may look high in % terms but are small in quantum.
3. The major reductions in costs are as follows:
 - a. Both the release of the Christmas Lights reserves (£246) and the expenditure on improvements to the Recreation Ground (£3,044) in 2013/14 will not be required in 2014/15;
 - b. Grass cutting is anticipated to fall by £434 or 18.3% which reflects the re-tender;
 - c. Dog waste collection costs are expected to fall by £250 or 25.2% as 2013/14 included catch-up costs from the previous year;
 - d. The savings in VAT costs relates to the repayment of VAT in 2013/14 of £1,526 which was one-off in nature.
4. I have assumed Council would wish to maintain the General Reserve at its anticipated level of £13,124 at 31st March 2014, given the present level of uncertainty over council funding post the 2015 election but would want to:
 - a. increase the Legal and Planning Reserve by £500 to £1,000;
 - b. increase the Play Equipment Replacement Reserve by £500 to £2,000;
 - c. increase the Christmas Lights Reserve by £100 to £707 (funding request for 2015 lights yet to be determined).

These transfers to specific reserves would be in-line with the Reserves Policy.

5. On the above basis and given the Council Tax Support Grant from WCC, a Precept of £20,997 for 2014/15 – a reduction of £1,000 or 4.5% over that for 2013/14 – would give a break-even (after providing for increases in the specific reserves-as noted above) and would ensure the Council has a reasonable level of reserves to draw upon as and when necessary.

Council is requested to approve a Precept for 2014/15 of £20,997.

ATTACHMENT J (2 of 2): BUDGET SUMMARY 2014/15

Members should refer to the enclosed spreadsheets for detailed disclosure of the estimated outcome budget for 2014/15. The information below is in summary form and net any income received against the related expenditure ie on a 'net' basis.

OUTCOME (on a 'net' basis)

	Budget 2013/14	Estimated outcome 2013/14	Budget 2014/15	% change (Budget v Estimate)	Note on 1 of 2
Clerk's costs (pay, travel, home working etc)	10,659	6,910	7,168	3.7%	2a
Insurance	1,843	1,287	1,400	8.8%	
Donations to Churches and S137 grants	1,890	1,750	2,050	17.1%	2c
Christmas Lights	0	246	0	-100.0%	3a
Community Projects (WW1)	0	100	700	600.0%	2b
Community Projects (Recreation Ground)	1,000	3,044	0	-100.0%	3a
Community Projects (Other)	0	0	3,000	-	2b
Grass cutting (net of OPHMC and St Andrews)	2,913	2,374	1,940	-18.3%	3b
Subscriptions	478	530	560	5.7%	
Maintenance and inspections	700	859	1,100	28.1%	2d
Dog waste collection	660	990	740	-25.2%	3c
Audit	450	370	400	8.1%	
Web site	455	430	500	16.3%	2e
Meeting expenses	300	397	400	1.0%	
Stationery	400	152	160	5.3%	
Chairman and Cllrs expenses	134	104	130	25.0%	
Training	130	251	290	15.5%	
Office equipment	100	0	80		
Planning agent	500	0	0		
Parish Plan	200	-83	0		
Street lighting	200	192	200	4.2%	
Pay phone	200	0	0		
Land Registry costs	0	277	0	-100.0%	
Bank tree maintenance	0	0	100		
Postage	25	51	60	17.6%	
Publications	50	0	30		
Other	75	35	27	-22.9%	
VAT over-claim in error and repaid	0	1,526	0	-100.0%	3d
TOTAL CASH EXPENSES (net of related receipts)	23,362	21,792	21,035	-3.5%	
Less; non-Precept receipts	-310	-664	-210	-68.4%	2f
Less: Council Tax Support Grant	-1,003	-1,003	-928	-7.5%	
Less: Precept 2013/4; Proposed Precept 2014/5	-21,997	-21,997	-20,997	-4.5%	
NET (DEFICIT)/SURPLUS	(52)	1,872	1,100		

RESERVES

	General	Legal & Png	Election costs	Community Projects	Play Equipment	Christmas Lights	Total
At 01/04/14	13,124	500	1,000	16,750	1,500	607	33,481
Surplus/Deficit for year	1,100						1,100
Transfers to specific reserves	-1,100	500	0	0	500	100	0
Estimated reserves at 31/03/15	13,124	1,000	1,000	16,750	2,000	707	34,581

ATTACHMENT K: LICENCING APPLICATION FOR A REVIEW OF PREMISES LICENCE MATTERLEY BOWL

Brendan <tichbornepc@hotmail.co.uk>

Fri, Jan 3, 2014 at 2:44 PM

To: Owslebury Parish Clerk <owsleburyparishcouncil@gmail.com>, "viv@bcl-construction.co.uk" <viv@bcl-construction.co.uk>

All,

Tichborne Parish Council is currently putting together a record of its comments about the latest application for a premises licences at the Matterley Bowl concerning the proposed Boomtown 2014 event.

It would be helpful to The Parish Council if neighbouring parishes were able to provide an indication of their attitude to this event.

Any comments would be treated in the strictest confidence.

Many thanks and Happy New Year.

Brendan Gibbs
Parish Clerk, Tichborne Parish Council
15 The Heath
Denmead
Waterlooville
PO7 6JT
TEL: 02392 264528 07881 914434

