**WIGTON TOWN COUNCIL**

**A MEETING OF THE FINANCE COMMITTEE WAS HELD ON**

**MONDAY 24TH SEPTEMBER 2018 AT 1.30 PM**

**PRESENT**  Councillors Lynch, Ferriby & Bryceson. Cllr Williams

**FIN/1/2018 ELECT A CHAIR**

Cllr Bryceson proposed Cllr Ferriby, seconded by Cllr Lynch

Cllr Ferriby was duly selected as Chair

**FIN/2/2018 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE**

Cllr Pitcher

**FC/3/2018 APPROVE THE MINUTES OF THE FINANCE COMMITTEE HELD ON 8TH MAY 2018**

Minutes approved

**FIN/4/2018 DECLARATIONS OF INTEREST/DISPENSATIONS**

None

**FIN/5/2018 DONATIONS**

Letter of thanks received from Wigton and District CBS Club for the donation towards

The Emily Shutts Memorial Trophy

Wigton Carnival Group - £500 **AGREED**

Hearing - £500 **AGREED**

Citizens Advice - £1000 **AGREED**

Wigton Harriers - £375 **AGREED**

**Cllr Williams entered the meeting**

St Cuthbert’s Parish Hall - £500 **AGREED** for fire door to small community room

It was **AGREED** to have 3 submission dates per year for donation – February, July and October

**FIN/6/2018 BUDGET MONITORING**

Members discussed the budget monitoring sheets for April to June 2018. AGREED

Overspends – Wages The pay rises for members had not been budgeted for. Money to come out of reserves. Temp staff acquired due to sickness.

TM Fund / Misc – £113.03 put to incorrect budget head to be amended in the next quarter.

**FIN/7/2018 DATE OF NEXT MEETING**

Date of next meeting – Tuesday 16th October 2018 at 1.30pm

Meeting closed at 2.30 pm

**WIGTON TOWN COUNCIL**

**A MEETING OF THE FINANCE COMMITTEE WAS HELD ON**

**MONDAY 16TH OCTOBER 2018 AT 1.30 PM**

**PRESENT**  Councillors Williams, Pitcher, Lynch, Ferriby & Bryceson

**FIN/8/2018 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE**

None

**FC/9/2018 APPROVE THE MINUTES OF THE FINANCE COMMITTEE HELD ON 8TH MAY 2018**

Minutes approved

**FIN/10/2018 DECLARATIONS OF INTEREST/DISPENSATIONS**

None

**FIN/11/2017 DONATIONS**

Letter of thanks received from St Cuthbert’s Parish Hall for the grant towards the fire door.

Email of thanks from Wigton Harriers for the donation towards new polo shirts for the club

The Royal British Legion – Donation of £500 **AGREED**. Members would like the money to go towards helping Ex Military sleeping on the streets/homeless in North Cumbria. Clerk to discuss with Brian Warren.

**FIN/12/2018 BUDGET MONITORING**

Members discussed the budget monitoring sheets for July to September 2018. **AGREED**

**FIN/13/2018 BUDGET 2019-20**

The Clerk explained that there was a significant decrease in reserves due to a number of things including Wages (Review and job evaluations completed) and temporary staff to cover sickness.

Discussions took place and preliminary figures input in to budget. There will be an increase in precept of approx. £40,000. This will include money for Wigton Cemetery, Barton Laws, Speet Gill Wood and CCTV.

Further discussions to take place at next meeting

Clerk to look at street lighting – Alleyways etc. to see if committee need to budget for this.

**FIN/14/2018 DATE OF NEXT MEETING**

Date of next meeting – Tuesday 27th November 2018 at 1.30pm

Meeting closed at 2.50 pm

**WIGTON TOWN COUNCIL**

**A MEETING OF THE FINANCE COMMITTEE WAS HELD ON**

**TUESDAY 27TH NOVEMBER 2018 AT 1.30 PM**

**PRESENT**  Councillors Williams, Pitcher, Lynch, Ferriby & Bryceson

**FIN/15/2018 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE**

None

**FC/16/2018 APPROVE THE MINUTES OF THE FINANCE COMMITTEE HELD ON 16TH OCTOBER 2018**

Minutes approved

**FIN/17/2018 DECLARATIONS OF INTEREST/DISPENSATIONS**

MB/AP Baths Trust

EL/DF Thom Junior School

EL Wigton Infants

AP Bolton Low Houses

**FIN/18/2018 BUDGET 2019-20**

Members received a copy of the up to date budget from the last meeting. They also received a precept calculation sheet which shows the amount of precept residents would pay on a band D property depending on the amount of precept required.

It shows that the reserves in the bank are very low this year and therefore there is a need to increase the precept.

It was **AGREED** that the precept required for Wigton for 2019/20 would be £240,000. This would be the committee’s recommendation to the Full Council at the December meeting.

Councillors would like a press release to go out early January explaining the reasons for the rise in Council tax for Wigton next year.

**FIN/19/2018 DATE OF NEXT MEETING**

Date of next meeting – Tuesday 5th February 2019 at 1.30pm

Meeting closed at 2.10 pm

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| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  | **Final budget** | **Income to** | **Est Income to** | **Final budget** |  |
| **BUDGET SUMMARY** | **2018-19** | **End Sept 18** | **End Mar 19** | **2019-20** | **NOTES/COMMENTS** |
| **INCOME** |  |  |  |  |  |
| Precept | **207070** | 196920 | 196920 | 240000 |  |
| External Contract - NTS | **14000** | 7446.72 | 14500 | 14500 |  |
| External Contract - CCL/Futamura | **25500** | 6427.50 | 25500 | 25500 |  |
| External Contract - Thom Junior Sch | **5500** | 1516.25 | 5650 | 5650 |  |
| External Contract - Wigton Infants Sch | **1200** | 350.94 | 1250 | 1250 |  |
| External Contract - Bolton C of E Sch | **1200** | 1187.78 | 1187.78 | 1200 |  |
| External Contract - Dalston Parish | **15250** | 8391.65 | 16000 | 16000 |  |
| External Contract - Kirkbride Sch | **4000** | 1079.83 | 4080 | 4150 |  |
| Grass Cutting | **800** | 572.19 | 800 | 800 |  |
| Wigton Park Bowling | **650** | 665.00 | 665 | 700 |  |
| Football Pitches | **1000** | 694.17 | 1000 | 1250 |  |
| Allotments | **3750** | 161.00 | 3750 | 3750 |  |
| Festivals | **2500** | 1270.00 | 2500 | 2500 |  |
| Misc | **1000** | 10263.25 | 10263.25 | 3500 |  |
| **Total Income** | **£ 283,420.00** | **236946.28** | **284066.03** | **£ 320,750.00** |  |
|  | **Final budget** | **Expenditure to** | **Expenditure to** | **Final budget** |  |
| **BUDGET SUMMARY** | **2018-19** | **End Sept 18** | **End Mar 19** | **2019-20** | **NOTES/COMMENTS** |
| **EXPENDITURE** |  |  |  |  |  |
| Admin Wages | **37080** | 27955 | 55500 | 56050 |  |
| Grounds Staff Wages | **104545** | 51277 | 106500 | 115500 |  |
| Wigton Cemetery Grant | **10950** | 10948 | 10948 | 5000 |  |
| Public Toilets Maintenance | **8000** | 3326 | 7500 | 7500 |  |
| Wigton Baths | **10000** | 0 | 10000 | 10000 |  |
| Donations | **7000** | 1350 | 7000 | 5000 |  |
| Subscriptions | **500** | 543 | 543 | 600 |  |
| Vat Payments | **2000** | 0 | 2000 | 2000 |  |
| Rent Incl. Room Hire | **4000** | 822 | 4000 | 4000 |  |
| Business/OfficeRates | **500** | 300 | 500 | 500 |  |
| Office Equipment | **2000** | 1113 | 2000 | 2000 |  |
| Administration | **3000** | 1461 | 3000 | 3000 |  |
| Insurance CPA, Public Liability and Vehicles | **6500** | 0 | 6500 | 6500 |  |
| Grass Cutting Costs | **13300** | 5446 | 13300 | 13500 |  |
| St.Mary's Churchyard Costs | **500** | 400 | 500 | 500 |  |
|  | **Final budget** | **Expenditure to** | **Expenditure to** | **Final budget** |  |
| **BUDGET SUMMARY** | **2018-19** | **End Sept 18** | **End Mar 19** | **2019-20** | **NOTES/COMMENTS** |
| **EXPENDITURE** |  |  |  |  |  |
| Speet Gill/Door Step Green | **3000** | 27 | 3000 | 5000 |  |
| Allotments - Running Costs | **1500** | 431 | 1500 | 1500 | WCF Allotments |
| Wigton Memorial Garden | **0** | 0 | 0 | 0 |  |
| Bus Shelters/ Public Seats Maintenance | **1000** | 422 | 1000 | 1000 |  |
| Contracts maintenance | **1500** | 2228 | 2500 | 2000 |  |
| Festivals / Summer Activities | **15000** | 2854 | 15000 | 22000 | To include erection of lights and trees |
| Small Machinery replacement | **500** | 0 | 500 | 500 |  |
| Barton Laws Running Costs | **3500** | 1057 | 3500 | 2500 |  |
| Barton Laws Rates | **1000** | 786 | 1000 | 1000 |  |
| Childrens Play Areas Running Costs | **1500** | 10008 | 10008 | 1500 |  |
| Public Park Running Costs | **1500** | 473 | 1500 | 1500 |  |
| Staff Training | **1000** | 10633 | 10633 | 1000 |  |
| Protective Clothing/Uniform | **1000** | 759 | 1000 | 1000 |  |
| Plants | **5000** | 36 | 5000 | 5000 |  |
| Replacement Planters | **1000** | 426 | 1000 | 1000 |  |
| Town Mayors Fund / Misc | **150** | 233 | 233 | 300 |  |
| Section 137 | **100** | 0 | 100 | 100 |  |
|  |  |  |  |  |  |
|  | **Final budget** | **Expenditure to** | **Expenditure to** | **Final budget** |  |
| **BUDGET SUMMARY** | **2018-19** | **End Sept 18** | **End Mar 19** | **2019-20** | **NOTES/COMMENTS** |
| **EXPENDITURE** |  |  |  |  |  |
| Wigton Website | **100** | 0 | 100 | 100 |  |
| Best Kept Allotment | **150** | 0 | 150 | 150 |  |
| ABC/Town Team Funding | **0** | 1844 | 1844 | 0 |  |
| New Depot Rent etc. | **12000** | 6265 | 12000 | 12000 |  |
| CCTV | **26000** | 0 | 26000 | 10000 |  |
|  |  |  |  |  |  |
| **Total Expenditure** | **£ 286,375.00** | **£ 143,422.15** | **£ 327,359.00** | **£ 300,800.00** |  |