

**MINUTES OF THE MEETING OF THE WANTAGE TOWN COUNCIL
HELD IN THE BEACON, PORTWAY, ON
MONDAY, 10 DECEMBER 2018 AT 7.30 P.M.**

Present: Councillor C McCarthy (Town Mayor)
Councillors A Crawford, Mrs C E C Dickson, C S Dickson,
J Goodman, Mrs M Gradwell, Mrs J T Hannaby, K A Harris,
B Mabbett, Mrs J E Nunn-Price, Mrs J Reynolds and
S Trinder.

Clerk: Mr W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors E C Goldsmith, Miss K Gill, P O'Leary and Major J Sibbald.

Declarations of Disclosable Pecuniary Interests

None.

Minutes of Council Meeting held on 26 November 2018

The minutes were approved and signed.

Item 52 – Seesen Civic Visit. The visitors had returned to Seesen that day. The Town Mayor thanked everyone involved in making the visit a success. The Clerk will provide a statement detailing the costs, and who paid for what, in due course.

Action: Clerk

53. Statements and Questions from the Public

None.

54. Consideration of Budgets and Setting of Precept for 2019/20

A memorandum and financial statements prepared by the Clerk, dated 5 December 2018, were considered.

There was an adjustment at the last year end that moved £94k from General Reserves to Capital/Project Reserves. This meant that, with an underspend of £34k, General Reserves at the commencement of the financial year were £60k lower than envisaged in December last year. Actual net expenditure in 2018/19 was forecast to be £29k below budget with a resultant increase in reserves

The statements of each committee were considered and the following comments or adjustments noted.

Planning Committee – Neighbourhood Plan

The Clerk advised that he was aiming to progress this before the end of the year.

Action: Clerk

Policy, Management and Finance Committee – Grants and Donations

IAC Community Bus – The Thames Travel number 38 bus service had been re-routed to serve Harcourt Road/Charlton Village Road. This diminished the need for the community bus service in this area and was prompting the routing of the community bus to be rejigged. It was unclear whether the £6,000 grant would be required in the coming year.

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The Wantage Silver Band was seeking to extend its band hall.

ON THE PROPOSITION of Councillor Mrs Hannaby
SECONDED by Councillor Crawford
IT WAS MOVED that provision be made in the Council's estimates for a £10,000 grant to the Silver Band towards the cost of its extension. This was approved 10 in favour, none against.

ON THE PROPOSITION of Councillor Crawford
SECONDED by Councillor Mabbett
IT WAS RESOLVED that the estimate amount for Sweatbox be increased to £12,000.

There was uncertainty about the level of future funding to be provided by other parties to the Letcombe Brook Project. It was agreed that if there was a need to provide additional funding, that this could be drawn from reserves.

A sum of £5,132 had been received as Community Infrastructure Levy from the development in Naldertown. It was reported that a further £10,260 would become payable in the coming year. The Clerk was to seek to confirm this. **Action: Clerk**

Precept and Reserves

It was noted that following the change to parish boundaries the parish's tax base would increase by 6.5% in 2019/20. This meant that if the precept was unchanged from 2018/19 the average amount levied on each property would decrease by this percentage.

ON THE PROPOSITION of Councillor Mrs Nunn-Price
SECONDED by Councillor Mrs Hannaby
IT WAS MOVED that that the estimates worksheets, as amended, be accepted and a precept for 2019/20 of £326,000 be set.

ON THE PROPOSITION of Councillor Mabbett
SECONDED by Councillor Harris
IT WAS MOVED that this be amended to a precept for 2019/20 of £333,000, to reflect an increase for inflation of 2.2%.

In a vote, the amended proposition was approved nine in favour, three against. Councillors Crawford, Mrs Hannaby and Mrs Nunn-Price voted against the amended proposition.

It was agreed to defer consideration of the distribution of reserves between capital/project reserves and general reserves until closer to the year-end.

The Clerk was to update the estimate statements (updated statements attached).
Action: Clerk

55. Special motion regarding allotment shed bond

On 4 October 2018 the Town Council adopted a proposition of the Leisure and Amenities Committee to increase the allotment shed bond to £150.

Subsequent to the above, a request has been received from the Grove Road Allotment Association requesting that this be reviewed. They were concerned that it is becoming too expensive for new tenants to take on new plots.

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In accordance with standing orders, the following special resolution was put forward and supported by seven councillors – Councillors Dickson, Mrs Dickson, Mrs Gradwell, Harris, Mrs Nunn-Price, Major Sibbald and Trinder:

“The resolution made by the Leisure & Amenities committee on 10 September 2018, and subsequently adopted by the Town Council at its meeting on 4 October 2018, be referred back to the committee for review and in the meantime the shed bond revert to the amount of £50.00 which applied prior to the above resolution.”

In a vote, the special resolution was unanimously approved.

56. Town Mayor’s Communications

The Seesen Burgermeister had expressed his thanks to all those involved in making his visit a success. There were special thanks to Charlton Primary School for accommodating a visit to the school by him at short notice.

The meeting closed at 8.44 p.m.

WPF

WANTAGE TOWN COUNCIL

APPROVED 10 DECEMBER 2018

PRECEPT AND RESERVES WORKING SHEET 2019/2020

	£	2018/19 Budget £
1. GENERAL RESERVES MOVEMENT		
Balance of General Reserves 31 March 2018	169,021	228,919
Precept 2018/19	326,000	326,000
Bank Interest forecast/budget	-	-
Total funds available	<u>495,021</u>	<u>554,919</u>
Forecast Committee Expenditure 2018/19		
Leisure and Amenities	(52,815)	(50,315)
Planning	(8,000)	(9,000)
Promotion, Communication and Events	(15,940)	(19,000)
Policy, Management and Finance	(203,178)	(229,550)
Total Forecast Committee Expenditure	<u>(279,933)</u>	<u>(307,865)</u>
Transfers to/from Capital and Project Reserves 2018/19		
GROW Children Services	10,000	
Youth Town Council grants	4,300	0
Balance of General Reserves 31 March 2019	<u>229,388</u>	<u>247,054</u>
Balance of Capital and Project Reserves 31 March 2019	255,312	170,000
Estimate Committee Expenditure 2019/20		
Leisure and Amenities	(65,410)	
Planning	(4,500)	
Promotion, Communication and Events	(21,440)	
Policy, Management and Finance	(250,700)	
Total Estimate Committee Expenditure	<u>(342,050)</u>	
Transfers to/from Capital and Project Reserves 2019/20	10,000	
Bank Interest	-	
Precept 2019/20	333,000	
	<u>333,000</u>	
Balance of General Reserves 31 March 2020	<u>230,338</u>	

2. CAPITAL AND PROJECT RESERVE

	Balance b/f 1.4.2018 £	Additions/ (Reductions) 2018-19 £	Additions/ (Reductions) 2019-20 £	Balance at 31.3.2020 £
Cemetery: Purchase of Land	20,000			20,000
Community support/infrastructure projects	100,000			100,000
Neighbourhood Plan projects	120,000			120,000
Youth Town Council grants	4,300	(4,300)		-
GROW Children Services	20,000	(10,000)	(10,000)	-
Community Infrastructure Levy		5,132	10,260	15,392
Total	<u>264,300</u>	<u>(9,168)</u>	<u>260</u>	<u>255,392</u>

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LEISURE AND AMENITIES COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES WORKSHEET

	2018/2019 Actual YTD £	2018/2019 Budget £	2018/2019 Forecast £	2019/2020 Estimate £
INCOME				
Allotments	3,308	3,630	3,400	3,400
Cemetery	4,588	6,000	6,000	6,000
Fair Tolls	2,280	2,280	2,280	2,340
Market Tolls	7,116	12,500	10,000	10,000
Misc	-	-	-	-
Parking Fines	2,913	7,000	3,700	3,500
Grants and provisions	-	-	-	-
VC Forecourt	6	30	15	15
TOTAL INCOME	20,211	31,440	25,395	25,255
EXPENSES				
Allotment:				
Maintenance	422	1,500	1,000	1,500
Clearance	575	1,000	1,000	1,000
Water	368	500	500	500
Rent	1,251	661	1,251	765
Allotment-Other	16	139	16	-
TOTAL Allotment	2,632	3,800	3,767	3,765
Car Park MP:				
Attendant	4,148	7,000	7,100	7,300
Rates	3,076	3,250	3,846	4,000
Car Park MP-Other	-	-	-	-
TOTAL Car Park MP	7,224	10,250	10,946	11,300
Cemetery:				
Cemetery hedge	-	300	1,050	300
Cleaning/clearance	1,340	2,500	3,100	2,500
Grasscutting	4,750	7,340	5,225	7,700
Maintenance	2,350	1,800	1,800	1,800
Rates	498	740	574	1,000
Tree maintenance	70	1,000	1,000	1,000
Cemetery-Other	-	300	300	300
TOTAL Cemetery	9,008	13,980	13,049	14,600
Fairs:				
Attendant	-	600	-	600
Closure	21	200	21	200
Clean up	-	-	-	-
TOTAL Fairs	21	800	21	800
Market Sq:				
Attendant	5,913	9,250	10,250	10,250
Floral displays	3,036	3,500	3,036	3,500
Christmas displays	1,895	13,400	13,400	13,400
Statue clean	-	2,250	-	2,250
Rates	1,902	3,700	2,376	3,700
Shed rent	800	1,200	1,200	1,200
Market Sq-Other	303	500	500	500
TOTAL Market Sq	13,849	33,800	30,762	34,800

	2018/2019 Actual YTD £	2018/2019 Budget £	2018/2019 Forecast £	2019/2020 Estimate £
Street Furniture (includes bus shelters)	368	5,000	500	5,000
Salt bins	-	1,000	1,200	1,200
VC Forecourt wages	7,042	6,300	12,000	12,500
VC Forecourt mtce	194	1,000	1,000	1,000
Weedkilling	1,510	3,000	2,265	3,000
Other	54	500	500	500
	9,168	16,800	17,465	23,200
Play Areas:				
Grasscutting	550	775	650	650
Maintenance	-	50	50	50
Play Areas-Other	-	500	500	500
TOTAL Play Areas	550	1,325	1,200	1,200
Projects:				
Alfred's Bath	-	1,000	1,000	1,000
Other	-	1,000	1,000	1,000
	-	1,000	1,000	1,000
TOTAL Expenditure	42,452	81,755	78,210	90,665
TOTAL INCOME - EXPENSES	(22,241)	(50,315)	(52,815)	(65,410)

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PLANNING COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES WORKSHEET

	2018/2019 Actual YTD £	2018/2019 Budget £	2018/2019 Forecast £	2019/2020 Estimate £
EXPENSES				
Neighbourhood Plan				
Consultations	-	-	1,500	-
Consultants	-	-	2,500	-
Deputy Clerk support	-	-	-	-
Contingency	-	-	-	-
	-	-	4,000	-
Traffic Calming Measures				
Speed checks	-	500	500	500
VAS	-	8,500	3,500	4,000
TOTAL Expenditure	-	9,000	8,000	4,500

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PROMOTION, COMMUNICATION AND EVENTS COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES

	2018/2019 Actual YTD £	2018/2019 Budget £	2018/2019 Forecast £	2019/2020 Estimate £
INCOME				
Armed Forces Day	-	2,000	-	-
EXPENSES				
PC&E:				
Alfred's Day	-	-	-	-
Armed Forces Day/Event	6,934	10,000	6,934	10,000
Town Flags	407	2,000	2,000	2,000
Mobiloo	1,440	1,200	1,440	1,440
Volunteers' Reception	1,016	1,500	1,016	1,500
Website	300	800	300	500
Silent Soldiers	1,750	-	1,750	-
Awards	305	-	500	500
Promotion expenses	-	5,000	1,500	5,000
Other	27	500	500	500
TOTAL PC&E	12,179	21,000	15,940	21,440
TOTAL EXPENDITURE PC&E	12,179	19,000	15,940	21,440

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POLICY, MANAGEMENT & FINANCE COMMITTEE - FINANCIAL STATEMENT AND ESTIMATE WORKSHEET

	2018/19 Actual YTD £	2018/19 Budget £	2018/19 Forecast £	2019/20 Estimate £
PM&F EXPENSES				
Grants:				
Children's Centre	-	10,000	10,000	10,000
Donations	2,980	10,000	10,000	10,000
Dickensian Evening	500	500	500	500
IAC	10,000	10,000	10,000	10,000
IAC community bus	-	6,000	6,000	6,000
JEF/Town Team	-	1,000	-	-
Sweatbox	10,500	10,500	10,500	12,000
Letcombe Brook project	8,000	8,000	8,000	9,000
Museum	14,250	19,000	19,000	19,000
VIP/TIC	4,762	6,350	6,350	6,350
October Club	3,000	3,000	3,000	3,000
Twinning	152	2,000	152	2,000
Be Free Young Carers	1,250	5,000	5,000	5,000
Summer Festival	-	1,500	-	1,500
Wantage and Grove Street Pastors	500	-	500	500
Wantage Silver Band	-	-	250	10,000
Wantage Counselling	1,500	3,000	3,000	3,000
TOTAL Grants	57,394	95,850	92,252	107,850
STAFF COSTS				
Salaries:				
Salary Admin	494	1,000	1,000	1,000
Salaries-Other	49,613	100,000	79,000	100,000
TOTAL Salaries	50,107	101,000	80,000	101,000
Staff Training	281	750	750	750
Total Staff Costs	50,388	101,750	80,750	101,750
OFFICE COSTS				
Office Mtce:				
Rates and utilities	-	2,500	2,500	2,500
Office Mtce-Other	-	2,500	2,500	2,500
TOTAL Office Mtce	-	2,500	2,500	2,500
Office Admin:				
Photocopier	676	800	1,000	800
Postage	290	800	800	800
Stationery	743	1,000	1,500	1,500
Telephone	449	1,000	1,000	1,000
Office Admin-Other	-	100	100	100
	2,158	3,700	4,400	4,200
External Audit	833	850	833	850
Internal Audit	1,083	1,200	1,083	1,200
Bank Chrg	280	400	400	400
Clerk's Exps	-	100	100	100
Computers	18	500	500	500
Total Office Costs	4,372	9,250	9,816	9,750
Health & Safety				
Insurance	3,121	3,250	3,121	3,250
Mayor's Chain/badges	-	-	-	-
Mayor's Exps	2,700	2,700	2,700	2,800
Civic Visits	-	3,000	3,000	1,500
Mably anniversary	-	-	-	-
Election	-	5,000	-	15,000
Freedom of Town	-	1,500	-	1,500
Subscriptions	1,739	1,750	1,739	1,800
Sundry	124	500	500	500
	7,684	17,700	11,060	26,350
HEALTH SUB-COMMITTEE	-	-	-	-
YOUTH TOWN COUNCIL	5,500	5,000	9,300	5,000
TOTAL PM&F	125,338	229,550	203,178	250,700