

**MINUTES OF THE MEETING OF THE WANTAGE TOWN COUNCIL
HELD IN THE BEACON, PORTWAY, ON
MONDAY, 9 DECEMBER 2019 AT 7.52 P.M.**

Present: Councillor Major J Sibbald (Town Mayor)
Councillors I R Cameron, A Crawford, A Dunford,
T Gilhorne, JT Hannaby, E L Johnson, A C Menzies,
J E Nunn-Price, P M O'Leary, I L Sheldon and
C H Wills-Wright.

Others present: Two members of the public (one part).

Clerk: Mr W P Falkenau.

Apologies for Absence

Apologies for absence were received from Councillors OC Curley, J Goodman, and C Walters.

Declarations of Disclosable Pecuniary Interests

None.

Minutes of Council Meeting held on 25 November 2019

The minutes were approved and signed.

56. Statements and Questions from the Public

None.

57. Financial Statements to November 2019

The financial statements were reviewed. It was agreed that the Town Mayor should sign the original copies of the bank statements as confirmation that, on behalf of the Council, he had inspected these.

Action: Sibbald

A member of the public arrived.

58. Consideration of Budgets and Setting of Precept for 2020/21

Financial statements prepared by the Clerk, dated 4 December 2019, were considered.

Policy, Management and Finance Committee

It was noted that the forecast expenditure for the May 2019 elections was to be reduced to £10,000 following an update from the District Council.

ON THE PROPOSITION of Councillor Crawford

SECONDED by Councillor Sheldon

IT WAS RESOLVED that the estimate of grants for 2020/21 for the following organisations be increased by 5% - Children's Centre, Sweatbox, Letcombe Brook Project, October Club and Wantage Counselling.

It was agreed that there was a need to bring to the attention of community organisations the opportunity to apply to the Council for a donation. This was to be promoted through the quarterly newsletter that it was planned to introduce.

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Promotion, Communication and Events Committee

There was a requirement for parish council websites to meet accessibility standards by September 2021. There was likely to be additional cost in achieving this.

ON THE PROPOSITION of the Town Mayor

SECONDED by Councillor Sheldon

IT WAS RESOLVED that the sum of £2,000 be included in the estimates for 2020/2021 for modifying the Council's website.

Precept and Reserves

It had been computed that in order to achieve an inflation increase of 2.1% on the Council Tax per dwelling relating to the Town Council, a precept of £344,400 would be required.

ON THE PROPOSITION of Councillor Dunford

SECONDED by Councillor O'Leary

IT WAS RESOLVED that the estimates worksheets, as amended, be accepted and a precept for 2020/21 of £344,400 be set.

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

Action: Clerk

59. Review of Fixed Assets Schedule and level of insurance cover

The Fixed Asset Schedule and insurance policy document were considered.

ON THE PROPOSITION of Councillor O'Leary

SECONDED by Councillor Cameron

IT WAS RESOLVED that the Fixed Asset Schedule be accepted and the level of insurance cover be deemed suitable.

60. Town Mayor's Communications

The Town Mayor advised that a report covering recent activities would be made available on the Town Council's website.

Councillor Goodman was absent from the meeting due to his wife's illness. It was agreed that the Town Mayor should send a letter, on behalf of the Town Council, wishing her a speedy recovery.

Action: Sibbald

The meeting closed at 8.55 p.m.

WPF

WANTAGE TOWN COUNCIL

FINAL 9 DECEMBER 2019

PRECEPT AND RESERVES WORKING SHEET 2020/2021

2019/2020
Budget
£

1. GENERAL RESERVES MOVEMENT

	£	
Balance of General Reserves 31 March 2019	263,009	229,388
Precept 2019/20	333,000	333,000
Bank Interest forecast/budget	2,508	-
Total funds available	<u>598,517</u>	<u>562,388</u>
Forecast Committee Expenditure 2019/20		
Leisure and Amenities	(62,367)	(65,410)
Planning	(8,000)	(4,500)
Promotion, Communication and Events	(14,440)	(21,440)
Policy, Management and Finance	(216,833)	(250,700)
Total Forecast Committee Expenditure	<u>(301,640)</u>	<u>(342,050)</u>
Transfers to/from Capital and Project Reserves 2019/20		
GROW Children Services	10,000	10,000
Wantage Silver Band	(10,000)	
Elections	(5,000)	
Balance of General Reserves 31 March 2020	<u>291,877</u>	<u>230,338</u>
Balance of Capital and Project Reserves 31 March 2020	272,196	255,392
Estimate Committee Expenditure 2020/2021		
Leisure and Amenities	(75,701)	
Planning	(4,500)	
Promotion, Communication and Events	(23,150)	
Policy, Management and Finance	(248,050)	
Total Estimate Committee Expenditure	<u>(351,401)</u>	
Transfers to/from Capital and Project Reserves 2020/2021	-	
Bank Interest	3,000	
Precept 2020/2021	344,400	
(RPI 2.1%)		
	<u>344,400</u>	
Balance of General Reserves 31 March 2021	<u>287,876</u>	

2. CAPITAL AND PROJECT RESERVE

	Balance b/f	Additions/ (Reductions)	Additions/ (Reductions)	Balance at
	1.4.2019	2019-20	2020-21	31.3.2021
	£	£	£	£
Cemetery Land Development	20,000			20,000
Community support/infrastructure projects	100,000			100,000
Neighbourhood Plan projects	120,000			120,000
GROW Children Services	10,000	(10,000)		0
Wantage Silver Band	-	10,000		10,000
Elections	-	5,000		5,000
Community Infrastructure Levy	5,132	12,064		17,196
Total	255,132	17,064	-	272,196

LEISURE AND AMENITIES COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES WORKSHEET

	2019/2020 Actual YTD £	2019/2020 Budget £	2019/2020 Forecast £	2020/2021 Estimate £
INCOME				
Allotments	3,510	3,400	3,510	3,400
Cemetery	2,558	6,000	6,000	6,000
Fair Tolls	2,300	2,340	2,300	2,410
Market Tolls	6,643	10,000	12,000	11,000
Misc	-	-	-	-
Parking Fines	578	3,500	1,000	1,000
Grants and provisions	10,100	-	10,100	-
VC Forecourt	39	15	30	30
TOTAL INCOME	25,728	25,255	34,940	23,840
EXPENSES				
Allotment:				
Maintenance	-	1,500	-	1,500
Clearance	250	1,000	1,000	1,000
Water	464	500	600	600
Rent	764	765	809	850
Allotment-Other	-	-	-	-
TOTAL Allotment	1,478	3,765	2,409	3,950
Car Park MP:				
Attendant	754	7,300	1,500	7,300
Rates	3,181	4,000	3,980	4,000
Car Park MP-Other	309	-	500	500
TOTAL Car Park MP	4,244	11,300	5,980	11,800
Cemetery:				
Cemetery hedge/trees	-	300	-	1,000
Cleaning/clearance	460	2,500	2,200	2,200
Grasscutting	5,700	7,700	8,550	7,700
Maintenance	2,340	1,800	3,130	1,800
Roadway repairs	-	-	6,000	10,000
Rates	587	1,000	750	750
Tree maintenance	-	1,000	700	1,000
Cemetery-Other	-	300	8,600	-
TOTAL Cemetery	9,087	14,600	29,930	24,450
Fairs:				
Attendant	600	600	600	600
Closure	241	200	241	241
Clean up	-	-	-	-
TOTAL Fairs	841	800	841	841
Market Sq:				
Attendant	5,192	10,250	10,000	10,000
Floral displays	3,128	3,500	3,128	3,500
Christmas displays	-	13,400	13,400	13,400
Statue clean	4	2,250	4	-
Rates	1,956	3,700	2,500	2,500
Shed rent	800	1,200	1,200	1,200
Market Sq-Other	-	500	-	500
TOTAL Market Sq	11,080	34,800	30,232	31,100

LEISURE AND AMENITIES COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES WORKSHEET

	2019/2020 Actual YTD £	2019/2020 Budget £	2019/2020 Forecast £	2020/2021 Estimate £
Street Furniture (includes bus shelters)	3,559	5,000	6,500	6,500
Belmont light	3,000	-	3,000	-
Salt bins	-	1,200	2,100	1,200
VC Forecourt wages	6,502	12,500	12,500	12,500
VC Forecourt mtce	-	1,000	-	1,000
Weedkilling	1,510	3,000	2,265	3,000
Tables and chairs	-	-	-	1,000
Other	-	500	-	-
	14,571	23,200	26,365	25,200
Play Areas:				
Grasscutting	600	650	650	650
Maintenance		50		50
Play Areas-Other	400	500	400	500
TOTAL Play Areas	1,000	1,200	1,050	1,200
Projects:				
Alfred's Bath	250	1,000	500	1,000
Other				
	250	1,000	500	1,000
TOTAL Expenditure	42,551	90,665	97,307	99,541
TOTAL INCOME - EXPENSES	(16,823)	(65,410)	(62,367)	(75,701)

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PLANNING COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES WORKSHEET

	2019/2020 Actual YTD £	2019/2020 Budget £	2019/2020 Forecast £	2020/2021 Estimate £
INCOME				
Grant				4,000
EXPENSES				
Neighbourhood Plan				
Consultations	-	-	1,500	2,000
Consultants	-	-	2,500	2,000
Deputy Clerk support	-	-	-	-
Contingency	-	-	-	-
	-	-	4,000	4,000
Traffic Calming Measures				
Speed checks	-	500	-	500
VAS	-	4,000	4,000	4,000
TOTAL Expenditure	-	4,500	8,000	8,500
NET Expenditure	-	4,000	8,000	4,500

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PROMOTION, COMMUNICATION AND EVENTS COMMITTEE - FINANCIAL STATEMENT AND ESTIMATES

	2019/2020 Actual YTD £	2019/2020 Budget £	2019/2020 Forecast £	2020/2021 Estimate £
INCOME				
Town Centre Manager	-	-	6,500	26,500
EXPENSES				
PC&E:				
Town Centre Manager	-	-	6,500	26,500
Events		10,000	10,000	10,000
Town Flags	927	2,000	927	1,500
Mobiloo	395	1,440	790	2,000
Volunteers' Reception	-	1,500	1,500	1,500
Awards	-	500	-	-
Promotion/websites	660	5,500	-	5,650
Website accessibility	-	-	-	2,000
Other	1,223	500	1,223	500
TOTAL PC&E	3,205	21,440	20,940	49,650
TOTAL EXPENDITURE PC&E	3,205	21,440	14,440	23,150

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

	2019/20 Actual YTD £	2019/20 Budget £	2019/20 Forecast £	2020/21 Estimate £
PM&F EXPENSES				
Grants:				
Children's Centre	10,000	10,000	10,000	10,500
Donations	5,739	10,000	10,000	15,000
Dickensian Evening	1,500	500	1,500	1,500
IAC	10,000	10,000	10,000	10,000
IAC community bus	316	6,000	316	-
Sweatbox	12,000	12,000	12,000	12,600
Letcombe Brook project	9,000	9,000	9,000	9,450
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	3,150
Twinning	-	2,000	-	-
Be Free Young Carers	3,750	5,000	5,000	5,000
Summer Festival	-	1,500	-	-
Wantage and Grove Street Pastors	-	500	-	500
Wantage Silver Band	-	10,000	-	-
Wantage Counselling	3,000	3,000	3,000	3,150
TOTAL Grants	77,317	107,850	89,166	96,200
STAFF COSTS				
Salaries:				
Salary Admin	460	1,000	1,000	1,000
Salaries-Other	55,089	100,000	85,000	100,000
TOTAL Salaries	55,549	101,000	86,000	101,000
Staff Training	255	750	750	750
Total Staff Costs	55,804	101,750	86,750	101,750
OFFICE COSTS				
Office Mtce:				
Rates and utilities				
Office Mtce-Other	1,734	2,500	1,734	2,000
TOTAL Office Mtce	1,734	2,500	1,734	2,000
Office Admin:				
Photocopier	554	800	800	800
Postage	545	800	800	800
Stationery	328	1,500	1,000	1,000
Telephone	523	1,000	1,000	1,000
Office Admin-Other		100	100	100
	1,950	4,200	3,700	3,700
External Audit	800	850	800	800
Internal Audit	700	1,200	700	700
Bank Chrg	208	400	400	400
Clerk's Exps	-	100	100	100
Computers	27	500	500	500
Total Office Costs	5,419	9,750	7,934	8,200
Health & Safety				
Insurance	3,375	3,250	3,375	3,600
Mayor's Chain/badges		-	-	-
Mayor's Exps	1,416	2,800	2,800	2,800
Civic Visits	-	1,500	3,000	1,500
Mably anniversary	-	-	-	-
Election	-	15,000	10,000	-
Freedom of Town	74	1,500	1,500	1,500
Subscriptions	1,808	1,800	1,808	2,000
Sundry	66	500	500	500
	6,739	26,350	22,983	11,900
HEALTH SUB-COMMITTEE	-	-	-	-
CLIMATE EMERGENCY SC	-	-	10,000	10,000
YOUTH TOWN COUNCIL	-	5,000	-	5,000
PCSO contribution	-	-	-	15,000
TOTAL PM&F	145,279	250,700	216,833	248,050