

NAILSWORTH TOWN COUNCIL
 MINUTES of a SPECIAL MEETING of Nailsworth Town Council
 held at the Town Hall, Nailsworth
 on Monday 21 January 2013

Present: Cllr S Robinson (Town Mayor)
 Cllr P Carter
 Cllr JL Duckworth
 Cllr A Elliott
 Cllr NI Kay
 Cllr MM Rahman
 Cllr MP Robinson
 Cllr SE Thorpe

Apologies: Cllr N Dart
 Cllr MJ Kelly
 Cllr SM Reed

2012/198 BUDGET ESTIMATES FOR FINANCIAL YEAR 2013/14

Cllr Kay and Thorpe and the Clerk expanded on the discussion at the meeting they had attended arranged by SDC to discuss the localisation of support for council tax and its impact on parish and town councils. From April 2013 Council Tax Benefit would be abolished and be replaced by a new local tax scheme. The new scheme would see a reduction of 10% in government funding which would be paid directly to all precepting bodies ie SDC, police, GCC and parish and town councils – the latter's share being distributed through SDC. To cover the shortfall in funding SDC would be making a number of technical changes to council tax the net result of which would reduce the existing tax base for parish and town councils.

SDC had taken no decision yet on whether to pay the grant to parish and town councils but were minded to adopt one system for all – either to pay or not pay - and Councils had been asked to state their preference before the SDC budget meeting on 24 January. The main reason for not taking the grant would be on the basis that the amount of grant would reduce in future years which may in itself cause the tax rate to increase with no increase in precept. As parish and town councils might be subject to capping and referendums on their spending plans after 2013/14 this could seriously affect future financial viability.

Considerable discussion ensued around this complex topic resulting in the following motions being put:

Cllr Carter, seconded by Cllr Kay proposed that **NTC should ask SDC to pay the grant**. Put to the vote the motion was lost with 3 in favour and 4 against.

Cllr M Robinson, seconded by Cllr Thorpe proposed that **NTC should request SDC not to pay the grant**. Put to the vote the **motion was carried** with 4 votes in favour and 3 against.

There was unanimous agreement that representations should be made to the local MP and government ministers asking for a review of the position of local parish and town councils and urging that a more equitable and satisfactory solution be found for the future. Members proceeded to discuss the draft budget proposals that had been circulated previously. The Clerk circulated an additional schedule including a third option of a 5% increase. The schedule indicated the effect of taking the grant or not taking the grant for all three options using the reduced tax base to calculate the band D tax rate. In view of the potential threat of capping there was general agreement that the precept should be increased and after considerable discussion it was agreed to increase the designated fund for play equipment by £10,000. In view of the uncertainty whether the grant would be paid or not it was agreed to set two precepts to cover both eventualities.

Cllr M Robinson, seconded by Cllr Rahman proposed that the precept be increased and when put to the vote, by 6 – 2 in favour it was **RESOLVED THAT:**

- The budget proposals set out in the schedule attached to these minutes be approved;
- To precept upon Stroud District Council in respect of financial year 2013/14 the sum of **£233,500** if grant is **NOT** paid OR **£253,076** if grant **IS** paid;
- With effect from 1 April 2013 the salary of the Clerk to be calculated on spinal column point SP 36 based on 34 hours per week;
- With effect from 1 April 2013 the salary of the assistant to the Clerk to be calculated on 20m hours per week;
- From 1 April 2013 the wages of the caretaker at the Town Hall to be £42.84 per week based on a notional 6 Hours per week;
- From 1 April 2013 the wages for the cleaner of the Mortimer Room to be £6.58 per hour;
- From 1 April 2013 the honorarium for cleaning the TIC to be £85.54 per qtr.

.....
Town Mayor

.....
Date

NAILSWORTH TOWN COUNCIL
Budget Estimate for 2013/2014

PROPERTY MANAGEMENT COMMITTEE	Original Estimate 2012/2013	Revised Estimate 2012/2013	Estimate 2013/2014
Town Hall Expenditure			
Cleaning Materials	305		310
Rates	10800		11070
Water rates	410		420
Gas	3060		3135
Electricity	2650		2720
Repairs and maintenance	4080		4350
Miscellaneous	250		-
Buildings risk assessment	-	2000	2000
Projection equipment	1000		-
War Memorial Maintenance	500		500
New Town Information Centre	-	140000	15000
Mortimer Room			
Cleaning materials	70		70
Electricity	790		810
Water rates	205		210
Gas	750		770
Repairs and maintenance	710		720
Disabled toilet facilities MR	5000	6000	-
Hazelwood Bungalow Maintenance	765		770
Memorial Clock			
Electricity	375		385
Repairs	710	1210	500
Town Hall MH & LG floors	-		3000
Town Hall ladies toilets GF	-		8000
	32430	175930	54740
Less Income			
Hire of Town Hall – Bookings	7000		7000
- Office rents	4800	6450	6780
Mortimer Room hire	5100		5100
New TIC - loan	-	155000	-
	16900		18880
	15530	2380	35860
Designated Funds			
HB boiler	500		500
Energy efficiency	1000		-
Exterior painting TH	2500		-
Chamber windows TH	5000		-
	9000	9000	500

NAILSWORTH TOWN COUNCIL
Budget Estimate for 2013/2014

RECREATION & AMENITIES COMMITTEE	Original Estimate 2012/2013	Revised Estimate 2012/2013	Estimate 2013/2014
King George V Playing Field			
Pavilion			
Electricity	300		310
Maintenance	530		530
Business rates	470		480
Changing Rooms			
Electricity	300		310
Water rates (inc pavilion)	700		700
Maintenance	1050		1050
Football Pitch			
Grass cutting	2300		2360
Maintenance	2300		2315
Play area/Skateboard ramp	600		2600
Miles Marling incl.grass cutting	1650		1690
Shortwood Green – grass cutting	1325		1360
- children's play area	275		275
Town Gardening	820		820
Mortimer Gardens	4700		4820
Provision and repairs to signs	160		160
Provision and repairs to seats	160		160
Miscellaneous	150		150
Grounds Maintenance Equipment	500		500
Youth workers salaries *	41820		43650
Youth support under 13 *	1830		-
Support for Glos Play Rangers	-		2000
Dunkirk Museum maintenance	100		100
Queens Diamond Jubilee	2500	1400	-
Market Street garden maintenance	-		300
	64540	63440	66640
Less income			
Hire of tennis courts	3000		3000
Hire of KGV football pitch	1000		1000
Hire of pavilion	500		500
Right of way	5		100
	4505	4505	4600
	60035	58935	62040
Designated Funds			
Play/leisure equipment	1000		15000
Nailsworth Games	2500		-
Tennis courts	-		1000
Youth worker redundancy fund	200		200

* headings joined in 2013/14

3

NAILSWORTH TOWN COUNCIL
Budget Estimate for 2013/2014

ENVIRONMENT COMMITTEE	Original Estimate 2012/2013	Revised Estimate 2012/2013	Estimate 2013/2014
Expenditure			
Signage	270		270
Litter bin provision/benches	400	330	330
Upkeep Council land	7500		7500
Environmental enhancement	1000		1000
Norton Wood	4500		6000
Tree planting	165		165
Highway improvements/street lights	100	180	100
Bunting Hill regeneration	500		500
Christmas lights	5000		5000
Tourism promotion	2000		2000
Town Information Centre	12000	17000	17000
Purchase garden sacks	500		500
Action Plan revision (print/consult etc)	1500		-
Upkeep closed churchyard Shortwood	5000		5000
	40435	45445	45365
Less income			
Town Information Centre	1000		1000
War Graves Commission	60		60
	1060	1060	1060
	39375	44385	44305
Designated Funds			

**NAILSWORTH TOWN COUNCIL
Budget Estimate for 2013/2014**

ESTABLISHMENT	Original Estimate 2012/2013	Revised Estimate 2012/2013	Estimate 2013/2014
Expenditure			
Wages and salaries			
- Town Clerk	36300		37210
- Clerical assistance	13500		13840
- Town Hall caretaker	2200		2250
- Town Hall cleaner	5500		5640
- Mortimer Room and TIC cleaner	2300		2360
- Groundsman	18000		18450
Planning Committee expenses	100		100
Subscriptions	2650		2650
Grants	9000		9000
Arkell CC loan repayment	20000	100668	6000
Churchyard grants	1100		1100
Town Crier's expenses	400		450
Civic Fund	2150		2150
Town Mayor's allowance	800		
Neighbourhood Warden	1000		850
			1000
Town Archives	500		500
Office equipment	500		500
Licences, fees, allowances	3600		3690
Office management	3000		3000
Insurance	11400		11690
Contingencies	1500		1500
Web site	500		500
Library extra hours	3300		3300
	13930	219968	127730
	0		
Less income			
Bank interest	200		200
Loan repayment from Arkell CC	-	65000	-
	200	65200	200
	13910	154768	127520
	0		
Designated Funds			
Arkell Community Centre	-	-	5000

Clerk 34 hours per week
Assistant to Clerk 20 hours per week
TH Caretaker £42.84 per week (£7.14 per hour)
Cleaner £6.58 per hour
Honorarium TIC cleaner £85.54 per quarter

**NAILSWORTH TOWN COUNCIL
SUMMARY BUDGET ESTIMATE FOR 2013 2014**

ACTUAL BALANCES B/F 1 APRIL 2012

Loan account	954	
Bank and cash balances	211925	
Other investments	14000	
		<u>226879</u>
 ADD ADJ. DEBTORS & CREDITORS	 15318	
		 <u>242197</u>

REVISED BUDGET 2012 / 2013

INCOME

Property Management	173550	
Recreation & Amenities	4505	
Environment	1060	
Establishment	65200	
Precept	223500	
	<u>467815</u>	
 Ex reserves	 <u>(89415)</u>	 (89415)

EXPENDITURE

Property Management	175930
Recreation & Amenities	63440
Environment	45445
Establishment	219968
Designated	52447
	<u>557230</u>

ESTIMATED BALANCE 31/3/2013

DESIGNATED FUNDS	60095	
UNALLOCATED RESERVES	70207	
INVESTMENTS	14000	
LOAN ACCOUNT	8480	
	<u>152782</u>	<u>152782</u>

**NAILSWORTH TOWN COUNCIL
SUMMARY BUDGET ESTIMATE FOR 2013/2014**

ESTIMATED BALANCES B/F 1 APRIL 2014

Loan received	8480	
Bank and cash balances	130302	
Other investments	14000	152782

BUDGET 2013/2014

INCOME

Property Management	18880
Recreation & Amenities	4600
Environment	1060
Establishment	200
Precept	233500

	258240

Ex-reserves	(36235)	(36235)
-------------	---------	---------

EXPENDITURE

Property Management	54740
Recreation & Amenities	66640
Environment	45365
Establishment	127730
Designated	-

	294475

BALANCE	116547
----------------	---------------

ESTIMATED BALANCE 31/3/2014

Loan account	8480	
Investments	14000	
Designated funds	81795	
Unallocated Reserves	12272	

	116547	116547

DESIGNATED FUNDS	Act Bal 31/3/12	Add 2012/13	Transfers exreserves virements	Sub Total 1.4.12	Est Exp 2012/13	Est Bal 31.3.13	Add for 2013/14	Est Exp 2013/14	Est Bal 31.3.14
Property Management Committee									
Re-build green room	1000	-	-	1000	-	1000	-1000	-	-
Hazelwood Bungalow	500	460	-	960	-	960	1000	-	1960
Boiler HB	2000	500	-	2500	-	2500	500	-	3000
Mortimer Room repairs	2646	-	-	2646	-	2646	-	-	2646
Exterior painting TH	1807	2500	-	4307	3166	1141	-	-	1141
Repairs TH	9915	5000	-	14915	7205	7710	-	-	7710
Roof TH gents toilets	2000	-	-	2000	-	2000	-	-	2000
Arkell Community Centre	22332	-	-	22332	22332	-	5000	-	5000
Energy efficiency improvements	2793	1000	-	3793	3793	-	-	-	-
Lower ground floor TH	244	-244	-	-	-	-	-	-	-
TH rear wall	216	-216	-	--	-	-	-	-	-
Recreation & Amenities Committee									
Play/leisure equipment	7385	1000	-	8385	8385	-	15000	-	15000
Tennis courts	5152	-	-	5152	-	5152	1000	-	6152
Miles Marling Field equipment	2500	-	-	2500	-	2500	-	-	2500
Nailsworth Games	394	2500	1100	3994	3994	-	-	-	-
Dunkirk Museum	1000	-	-	1000	-	1000	-	-	1000
Environment Committee									
Town improvements	4265	-	-	4265	1072	3193	-	-	3193
Avening Road bank, trees and wall	4155	-	-	4155	-	4155	-	-	4155
Norton Wood	4995	-	3000	7995	-	7995	-	-	7995

Shortwood Churchyard	3500	-	-	3500	-	3500	-	-	3500
	Act Bal 31.3.12	Add 2012/13	Transfers Ex- reserves virements	Sub Total 1.4.12	Est Exp 2012/13	Est Bal 31.3.13	Add for 2013/14	Est Exp 2013/14	Est Bal 31.3.14
Council / General									
Election expenses	4443	-	-	4443	-	4443	-	-	4443
Retrospective pension provision for Clerk	5000	-	-	5000	-	5000	-	-	5000
Multi Use Games Area	5000	-	-	5000	-	5000	-	-	5000
Town centre re-development	*2500	-	-	2500	2500	-	-	-	-
Youth worker redundancy fund	-	200	-	200	-	200	200	-	400
TOTAL	95742	12700	4100	112542	52447	60095	21700		81795

* GMTF grant