

**BRACKLA COMMUNITY COUNCIL  
MINUTES OF FINANCE MEETING HELD AT OAK TREE SURGERY**

**DATE: 04/08/09**

<b>ATTENDED BY:</b>		<b>APOLOGIES FROM:</b>
Cllr. Mr D Aston Cllr. Mr C Jones Cllr. Mr J Spanswick Cllr. Mr T Hacking Jayne Jowett - Clerk		Cllr. Mr M Voisey
<b>DISTRIBUTION:</b>		
<b>AS ABOVE</b>		
<b>FILE COPY</b>		
<b>Minutes prepared by Jayne Jowett</b>		
<b>NOTES OF MEETING</b>		
90.0	<b>Time for Public to address Council</b>	
90.1	None present	
91.0	<b>To accept apologies for absence</b>	
91.1	Cllr. Voisey – on holiday.	
92.0	<b>To receive declarations of personal and prejudicial interest (if any) from members / Officers in accordance with the provisions of the Members’ Code of Conduct adopted by Council on 19/06/08</b>	
92.1	None	
93.0	<b>Council to appoint a Chair for the Finance committee</b>	
93.1	Cllr. Spanswick nominated Cllr. Jones seconded by Cllr. Aston, all present agreed.	
94.0	<b>Council to consider the Council’s spend against budget for Apr ‘09 to June ‘09</b>	
94.1	<p>Clerk pointed out that the following: Memorial bench costs had been assigned to the Environmental schemes budget.</p> <p>Tremains Wood bridges project had not yet been paid for due to delays in starting the construction. Jim Congdon of B.C.B.C. had informed the Clerk that planning permission was required and that B.C.B.C. technical department wanted to create new specifications prior to submission of said planning application as they were not happy with our design i.e. they would prefer hand rails rather than solid block &amp; rendered sides to the bridges.</p> <p>As funding of these bridges was partly financed by B.C.B.C. and to secure that contribution, Brackla Community Council’s specification had been submitted in the funding application and subsequently approved by the funding committee, Members instructed the Clerk to proceed with the construction using the original Brackla Community Council specifications with decision to be ratified at the next full council meeting.</p>	

	Clerk also requested to highlight the 'Year to date actual spend' & 'Year to date budgeted spend' columns on the income & Expenditure summary.	
	<b>Meeting closed at 18:00 hours</b>	

**Brackla Community Council**  
**Detailed Income & Expenditure by Year to Date Budget Heading 31/07/2009**

Month No : 4

**Committee Report**

	Current Mth Actual	Current Mnth Budget	Current Mnth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<b>Finance</b>									
<b>101 Staffing</b>									
4000 Clerks Salary	1,572	2,094	522	6,769	8,376	1,607	25,132		18,363
4002 Gardeners Salary	896	1,296	400	4,054	5,184	1,130	15,553		11,499
4003 Overtime	0	375	375	0	1,500	1,500	4,500		4,500
4004 Employers Pension	0	750	750	1,192	3,000	1,808	9,000		7,808
4005 Employers National Insurance	2,688	0	-2,688	2,688	800	-1,888	3,200		512
4006 Health and Safety	0	0	0	0	0	0	60		60
4007 Staff Expenses	23	42	19	97	168	71	500		403
4010 Training	0	125	125	70	500	430	1,500		1,430
Staffing :- Expenditure	<b>5,179</b>	<b>4,682</b>	<b>-497</b>	<b>14,870</b>	<b>19,528</b>	<b>4,658</b>	<b>59,445</b>	<b>0</b>	<b>44,575</b>
<b>Net Expenditure over Income</b>	<b>5,179</b>	<b>4,682</b>	<b>-497</b>	<b>14,870</b>	<b>19,528</b>	<b>4,658</b>	<b>59,445</b>		
<b>102 Administration</b>									
4012 Rent	0	250	250	664	1,000	336	3,000		2,336
4022 Stationery	59	167	108	145	668	523	2,000		1,855
4023 Telephones	57	75	18	227	300	73	900		673
4024 Mobile Phones	17	50	33	123	200	77	600		477
4025 Photocopier	11	0	-11	220	238	17	950		730
4026 Postage	0	25	25	0	100	100	300		300
4027 Insurance	0	0	0	1,680	0	-1,680	2,000		320
4028 Subscriptions	0	0	0	1,286	1,500	214	1,500		214
4031 Newsletter	0	0	0	839	1,000	161	1,000		161
4032 Website Maintenance	0	42	42	0	168	168	500		500
4033 Website Hosting	0	10	10	81	40	-41	120		40
4055 Accounts Services	120	0	-120	120	188	68	750		630
4057 Audit	0	0	0	-700	200	900	1,500		2,200
4059 Peninsula	168	197	29	672	788	116	2,369		1,697
4060 Accounts Package Maintenance	0	0	0	473	473	0	1,000		527
4070 Office Equipment	9	133	124	14	532	518	1,600		1,586
Administration :- Expenditure	<b>441</b>	<b>949</b>	<b>508</b>	<b>5,844</b>	<b>7,394</b>	<b>1,550</b>	<b>20,089</b>	<b>0</b>	<b>14,245</b>
1006 Income Photocopier	0	0	0	7	0	7	0		
1175 Sale of Asset	0	0	0	1,250	0	1,250	0		
1176 Precept Received	0	0	0	144,134	144,134	0	144,134		
1180 Income Miscellaneous	10	0	10	18	0	18	0		
1190 Interest Received	0	0	0	-648	0	-648	0		
Administration :- Income	<b>10</b>	<b>0</b>	<b>10</b>	<b>144,761</b>	<b>144,134</b>	<b>627</b>	<b>144,134</b>		
<b>Net Expenditure over Income</b>	<b>430</b>	<b>949</b>	<b>519</b>	<b>-138,918</b>	<b>-136,740</b>	<b>2,178</b>	<b>-124,045</b>		
<b>105 Civic</b>									
4100 Councillors Expenses	0	0	0	0	0	0	500		500
4105 Chairs Allowance	0	0	0	30	600	570	600		570
4110 Civic Service	0	500	500	0	500	500	500		500
4115 Elections	0	0	0	0	0	0	1,500		1,500

**Brackla Community Council**  
**Detailed Income & Expenditure by Year to Date Budget Heading 31/07/2009**

Month No : 4		Committee Report							Total Annual Budget	Committed Expenditure	Funds Available
		Current Mth Actual	Current Mnth Budget	Current Mnth Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance				
4120	Engraving	0	0	0	9	200	191	200		191	
	Civic :- Expenditure	0	500	500	39	1,300	1,261	3,300	0	3,261	
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>39</b>	<b>1,300</b>	<b>1,261</b>	<b>3,300</b>			
	<b>106 Events</b>										
4280	Funday	37	1,750	1,713	37	1,750	1,713	3,500		3,463	
4295	Competition Prizes	48	0	-48	108	0	-108	500		392	
	Events :- Expenditure	85	1,750	1,665	145	1,750	1,605	4,000	0	3,855	
	<b>Net Expenditure over Income</b>	<b>85</b>	<b>1,750</b>	<b>1,665</b>	<b>145</b>	<b>1,750</b>	<b>1,605</b>	<b>4,000</b>			
	<b>109 Grants</b>										
4400	Section 137	0	0	0	150	750	600	1,500		1,350	
4405	Summer Playscheme	0	0	0	0	0	0	1,500		1,500	
4406	Youth Work	0	833	833	1,994	3,332	1,338	10,000		8,006	
4407	Grants Out	250	0	-250	600	750	150	1,500		900	
	Grants :- Expenditure	250	833	583	2,744	4,832	2,088	14,500	0	11,756	
	<b>Net Expenditure over Income</b>	<b>250</b>	<b>833</b>	<b>583</b>	<b>2,744</b>	<b>4,832</b>	<b>2,088</b>	<b>14,500</b>			
	<b>201 Environment</b>										
4200	Vehicle Renewal/Hire	0	250	250	686	1,000	314	3,000		2,314	
4201	Vehicle Maintenance	0	83	83	50	332	282	1,000		950	
4203	Vehicle Insurance	0	0	0	691	1,000	309	1,000		309	
4204	Petrol	75	100	25	295	400	105	1,200		905	
4225	Equipment	585	250	-335	6,506	6,000	-506	8,000		1,494	
4227	Equipment Maintenance	0	125	125	111	500	389	1,500		1,389	
4231	Fuel for Equipment	34	25	-9	140	100	-40	300		160	
4250	Environmental Schemes	1,690	267	-1,423	2,310	1,068	-1,242	3,200		890	
4261	Seasonal Bedding	75	0	-75	4,594	5,000	406	5,000		406	
4281	Xmas Lights	0	0	0	0	0	0	3,500		3,500	
	Environment :- Expenditure	2,460	1,100	-1,360	15,383	15,400	17	27,700	0	12,317	
1050	Income Roundabout Sponsorship	0	0	0	485	0	485	0			
1057	Income Green Waste Bags	39	0	39	166	0	166	0			
	Environment :- Income	39	0	39	651	0	651	0			
	<b>Net Expenditure over Income</b>	<b>2,421</b>	<b>1,100</b>	<b>-1,321</b>	<b>14,732</b>	<b>15,400</b>	<b>668</b>	<b>27,700</b>			
	<b>202 Safety</b>										
4270	PCSO	0	0	0	0	3,750	3,750	15,000		15,000	
4271	Crime Prevention	0	8	8	0	32	32	100		100	
	Safety :- Expenditure	0	8	8	0	3,782	3,782	15,100	0	15,100	
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>3,782</b>	<b>3,782</b>	<b>15,100</b>			
	Finance Expenditure	8,415	9,822	1,407	39,026	53,986	14,960	144,134	0	105,108	
	Income	49	0	49	145,412	144,134	1,278	144,134			
	<b>Net Expenditure over Income</b>	<b>8,366</b>	<b>9,822</b>	<b>1,456</b>	<b>-106,387</b>	<b>-90,148</b>	<b>16,239</b>	<b>0</b>			

## Ear Marked Reserves

### Brackla Community Council Detailed Income & Expenditure by Year to Date Budget Heading 31/07/2009

Month No : 4

		Committee Report					Total Annual	Committed	Funds
		Current Mth	Current Mnth	Current Mnth	Year to Date	Year to Date	Budget	Expenditure	Available
		Actual	Budget	Variance	Actual	Budget			
<b>901 Ear Marked Reserves</b>									
9101	Election Reserve	0	0	0	0	0	1,500		1,500
9102	Allotment Subsidence Reserve	0	0	0	2,430	0	4,000		1,570
9103	Youth Woker Reserve	0	0	0	0	0	5,000		5,000
9104	Youth Project Reserve	0	0	0	0	0	58,385		58,385
9105	Plant Storage Reserve	0	0	0	0	100	200		200
9106	Tremain Wood Bridges	0	0	0	0	0	5,915		5,915
	Ear Marked Reserves :- Expenditure	0	0	0	2,430	100	75,000	0	72,570
	<b>Net Expenditure over Income</b>	0	0	0	2,430	100	75,000		
	Ear Marked Reserves Expenditure	0	0	0	2,430	100	75,000	0	72,570
	Income	0	0	0	0	0	0		
	<b>Net Expenditure over Income</b>	0	0	0	2,430	100	75,000		