

**BOROUGH GREEN PARISH COUNCIL
BGPC DRAFT BUDGET 2019/2020**

EXPENDITURE	<u>18/19</u> £	<u>19/20</u> £	Fin Cttee recommendations
GENERAL ADMIN.			
ADMIN COSTS (1,2)	34750	35000	
OTHER EXPENSES (3)	1000	1000	
CHAIRMAN'S ALLOWANCE (4)	200	200	
INSURANCE (5)	6000	6000	
SUBS. & DONS. (6)	8000	8500	to include as detailed on attached
PARISH OFFICE (7)	3000	3000	
WEBSITES/B.BAND (8)	500	500	
TRAINING (9)	1500	1500	
VILLAGE ENHANCEMENT (10)	<u>8500</u>	<u>8000</u>	incl Hg Bskts + salt bins maint
	<u>63450</u>	<u>63700</u>	
STREET LIGHTING			
ENERGY (11)	4400	4400	
MAINTENANCE (12)	<u>4500</u>	<u>4500</u>	
	<u>8900</u>	<u>8900</u>	
PARISH VEHICLE (13)	<u>4250</u>	<u>4250</u>	lease payments,tax, insurance,fuel
RECREATION GROUND			
SALARIES (14)	17000	19500	
REPAIRS & GROUND MAINTENANCE (15)	5000	5000	
ELECTRICITY (16)	300	300	
RATES (17)	<u>425</u>	<u>425</u>	
	<u>22725</u>	<u>25225</u>	
POTTERS MEDE			
SALARIES (18)	21000	23500	
WATER & ELECTRICITY (19)	3500	3000	
REPAIRS & GROUND MAINTENANCE (20)	8000	8000	
RATES (21)	3500	nil	
TEL./CCTV (22)	500	500	
LOAN REPAYMENTS (23)	<u>11125</u>	<u>11125</u>	
	<u>47625</u>	<u>46125</u>	
SKATE PK/VILLAGE ENHANCE – STAFF COSTS (24)	2000	3500	
SKATE PARK – OTHER MAINT. COSTS (25)	4000	3500	
BASTED MILL PUBLIC OPEN SPACE (26)	1050	1050	
WAR MEMORIAL MAINT. COSTS (27)	<u>250</u>	<u>250</u>	
	<u>154250</u>	<u>156500</u>	
INCOME			
BANK INTEREST (28)	50	100	
RENTS (30)	80	80	
RECREATION GROUND (31&32)	2000	2000	
SKATE PARK MAINTENANCE (33)	1200	1200	
BMPOS USE OF OFFICE (34)	150	150	
POTTERS MEDE (35)	<u>4200</u>	<u>6000</u>	
	<u>7680</u>	<u>9530</u>	
	146570	146970	
CAPITAL ITEMS	<u>23000</u>	<u>30500</u>	as attached list
	<u>169570</u>	<u>177470</u>	
2018/19 COUNCIL TAX BASE – BAND D EQUIVALENT:	1675.76	£105.90	PER PROPERTY
2018/19 COUNCIL TAX BASE – BAND D EQUIVALENT:	1649.69	£102.79	PER PROPERTY
2017/18 COUNCIL TAX BASE – BAND D EQUIVALENT:	1616.04	£102.18	PER PROPERTY
2016/17 COUNCIL TAX BASE – BAND D EQUIVALENT:	1531.89	£100.18	PER PROPERTY
2015/16 COUNCIL £ 98.12 PER PROPERTY			
2014/15 COUNCIL £97.15 PER PROPERTY			

Current Annual Sports Club Charges**RFO Notes**

Fin Cttee recommendations

Rec.Gd.	BGJFC	-	£400	
	Bowls Club	-	£850 fixed for 5yrs w.e.f 01.04.16	no change
	Tennis courts	-	£4/hr	increased 2017
P.Mede	Senior pitch all users	-	£600	
	Lower pitch	-	£400	
	Potters FC	-	+ £250 club room	

Staff Salaries

H Damiral	Agreed national 2% increase	w.e.f 1.4.19	
R Springett	Increased to £7.90/hr	1.4.18	£8.40
B Glew	Increased to £9/hr	1.4.18	£10

Recreation Ground	For both staff, wages apportioned at 40%
Potters Mede	For both staff, wages apportioned at 50%
Skate Park + other areas of maintenance	For both staff, wages apportioned at 10%

Superannuation: for all staff BGPC contribution is 29.1% of salaries at present.

Fixed until 20/21 F/Y

Subs. & Donations

Kent Men of the Trees	25.00	
KCPFA	20.00	
Lionesses (Lunch Club)	2500.00	includes 100.00 donation to Age Concern Malling
Compaid	75.00	
Kent Air Ambulance	100.00	
West Kent Mediation	50.00	
Christmas lights	1500.00	
Foot Clinic	165.00	
Victim Support West Kent	100.00	
Samaritans	50.00	
Crime Prevention Panel	nil	
SLCC	184.00	
Action with Comm.in Rural Kent	50.00	
CPRE	36.00	
KALC	975.00	
COGS	400.00	
Navigus Planning	nil	
OS Mapping	76.00	
ICO Data Fee	35.00	
JPCTG	50.00	
T&MBC Playscheme 4 th wk	675.00	
Y2 Crew	300.00	
Scouts	400.00	
Try Angle	75.00	t
	<u>7841.00</u>

Plus:		
Zen Internet	84.50	from websites budget
BMPOS	1050.00	from BMPOS budget

Possible Capital Items 2019/2020

	£	
T&MBC Local Plan New sports ground (52)		£25000
Office equipment (40)		£500
Traffic Initiatives (38)		nil
Chiropodist (41)		nil
PM car park (37)		nil
Mowing equipment (51)		nil
Street lighting (45)		£2000
Playground maintenance (safety surfacing)		£3000

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Borough Green Parish Council 7 - Month Budget Report for the Period Ended 31st October 2018

Allocated Capital Reserves

Full Year ReservesExpenditure
to 31.10.18Balance
at 31.10.18

P Mede Car Park	18000	nil	18000
Traffic Initiatives	21500	nil	21500
WW! Event	2000	nil	2000
Office equipment	1792	nil	1792
Chiropodist	4000	nil	4000
Salt Bins: new	1668	nil	1668
Election expenses	4375	nil	4375
War Memorial (construction)	4232	nil	4232
Street lights: New/replacements	5236	4762	474
Drainage & power improvements	5894	nil	5894
Play equip. maintenance	7281	328	6953
New sports ground adj P Mede	10000	nil	10000
Tax Reserve	4827	nil	4827
Contingency Fund	50000	nil	50000
Ride-on Mower	<u>7000</u>	<u>3517</u>	<u>3483</u>
Total Allocated Reserves	<u>147805</u>	<u>8607</u>	<u>139198</u>

Borough Green Parish Council 7 - Month Budget - adjustments December 2018

Allocated Capital Reserves	<u>Reserves at 31.10.18</u>	<u>Adjustments Dec 2018</u>	<u>Adjusted Current Reserves at 03.12.18</u>
P Mede Car Park	18000	9500 to 52	8500
Traffic Initiatives	21500	20000 to 52	1500
WW1 Event	2000	2000 to 52	nil
Office equipment	1792	nil	1792
Chiropodist	4000	+10000 legacy	1 4000
Salt Bins: new	1668	nil	1668
Election expenses	4375	nil	4375
War Memorial (construction)	4232	4232 to 52	nil
Street lights: New/replacements	474	nil	474
Drainage & power improvements	5894	5894 to 52	nil
Play equip. maintenance	6953	nil	6953
New sports ground adj P Mede	10000	nil	10000
Tax Reserve	4827	nil	4827
Contingency Fund	50000	nil	50000
Mowing equipment	3483	2000 to 52	1483
Planning advice	<u>11000</u> *	43626	<u>54626</u>
Total Allocated Reserves	<u>150198</u>		<u>160198</u>

* P Mede rates refund

Adjustments in red

F&GP/HMD/Nov 2018

Minutes of the meeting of the Finance Committee of Borough Green Parish Council held at 7.30p.m. on Friday 30 November 2018 in Borough Green Parish Office

Present: Cllr M Taylor (Chairman) Cllrs., S Millener and T Shaw
Mrs H Damiral (Clerk and RFO)

1. **Apologies for Absence** Mrs S Gould and H Willard

<u>For Decision</u>	<u>For Action</u>
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2.	<u>Declarations of Interest</u> None		
3.	<u>Minutes of the Meeting 18 December 2017</u> All members had received copies of the minutes. RESOLVED that they be signed as a true record.		
4.	<u>7 month 2017/18 Budget outturn</u> All committee members received copies of the budget outturn. Noted that: Item 21 – PM Rates - Expenditure includes £14,097 to the company acting for us re rate rebate Item 36 - Refunds/other payments - Includes PM rate refund and £10,000 legacy for Chiropodist		
5.	<u>Requests for Financial Assistance 2019/2020</u>		
(i)	Requests were received from Samaritans - agreed to recommend £50 as in current year	PC	19/20
	West Kent Mediation - agreed to recommend £50 as in current year	PC	19/20
	Air Ambulance Kent Surrey Sussex - agreed to recommend £100 as in current year	PC	19/20
	Compaid - agreed to recommend £75 as in current year	PC	19/20
	The Counselling Centre T Wells - agreed to recommend Nil donation	PC	19/20
(ii)	Agreed to recommend that all other donations as listed be approved for 2019/2020 with the exception of Navigus Planning which should be terminated. w.e.f 1.4.19		
(iii)	A request was received from 1st Borough Green Scouts for a financial contribution towards their participation in the 2019 World Scout Jamboree, West Virginia USA. 4 members are attending to represent Borough Green. Agreed to recommend that a £400 donation be made	PC	19/20
6.	<u>Staff Matters</u>		
(i)	Clerk: national salary award w.e.f 01.04.19. Already approved		
(ii)	Agreed to recommend that the salary of Groundsman B Glew be increased to £10/hr w.e.f 01.04.19	PC	19/20
(iii)	Agreed to recommend that the salary of Groundsman R Springett be increased to £8.40/hr w.e.f 01.04.19	PC	19/20
7.	<u>Recreational Areas</u>		
(i)	Agreed to recommend that no changes be made to rents and hire charges	PC	19/20
8.	<u>Precept 2018/2019</u>		
(i)	During discussion it was agreed to recommend adjustments to the 2018/2019 budget as the attached list:	PC	19/20
(ii)	Agreed to recommend the following capital allocations for 2019/20:	PC	19/20
	Item 40 Office equipment £500		
	Item 45 Street lights: new/replacements £2,000		
(iii)	There was discussion about other possible capital allocations. Agreed to recommend no further/new allocations for:	PC	19/20
	Playground		
	Public Conveniences		
	Hanging baskets load testing		
	Street lighting contract		
	New vehicle		
(iv)	Agreed to recommend the attached draft revenue budget Council Tax Base Band D equivalent figures from T&MBC are awaited		
	The meeting ended at 9.55 pm.		