

**Minutes of the FULL COUNCIL held at the Village Hall, Corfe Mullen on Tuesday 8 January 2019 commencing at 8.15pm**

**Present:** Cllr Harrison - Chairman

Cllrs	Alexander	Everett	Honeyman	Waterman
	Anderson	A Holland	Mattocks	
	Dix	P Holland	Parkin	

Officer in attendance: Sheila Bird (Clerk) and Claire Gamble (Assistant Clerk).  
There were three members of public present.

**PUBLIC DISCUSSION PERIOD**

**18/299 Apologies for Absence**

Apologies for absence were received from Cllrs Jefferies, Perry & Stennett.

**18/300 Declarations of Interest**

Cllr Harrison declared an interest in Item 18/296 as he is a trustee of Corfe Mullen Youth Trust and a member of the Carnival Committee.

Cllr Honeyman declared an interest in Item 18/296 as he is a trustee of Corfe Mullen Youth Trust.

Cllr Parkin and declared an interest in Item 18/296 she is a trustee of the Phelipps Charity.

**18/301 Minutes of Previous Meeting**

The minutes of the Parish Council meeting held on 11 December 2018 were approved.

*Nem Con.*

**18/302 Grant Applications 2018-2019 – recommendations from the Finance & Administration committee**

The following recommendations from the Finance & Administration Committee on grants to be awarded were agreed:

Organisation	Details	Amount £
Circle of Friends	Educational Trip	100
Citizens Advice East Dorset	Contribution to running costs	1500
Corfe Mullen 5K run and childrens one-mile run	To purchase equipment and trophies for CM-based non-club runners	200
Corfe Mullen Afternoon Women's Institute	Coach hire for trips	100

<b>Corfe Mullen Women's Institute</b>	Cream tea/table top sale - part funds to go to Carnival Committee	50
<b>Corfe Mullen Carnival</b>	purchase of marquee for tea tent	600
<b>Corfe Mullen Community Foodbank</b>	Survey in CM link and surveymonkey to understand how the foodbank is perceived and how it can work on those perceptions.	150
<b>Corfe Mullen Community Foodbank</b>	Free standing banner to put up when open and for use at events	50
<b>Corfe Mullen Day Care Centre</b>	Contribution towards running costs (transport, rent, activities)	0 no application last year and reserves still healthy
<b>Corfe Mullen Girlguiding</b>	new handbooks for new guiding programme	400 Subject to accounts/level or reserves
<b>Corfe Mullen Royal British Legion - Senior Section</b>	Cost of a coach outing	300
<b>Corfe Mullen Sports Association</b>	Phased replacement of showers	1000
<b>Dorset Youth Marching Band</b>	New marching bell	250
<b>East Dorset Tourist Information Centre</b>	contribution to running costs	500
<b>Thomas Pheipps Charity</b>	To award grants in accordance with charitable objects	400
<b>Total</b>		<b>5600</b>
<b>Already donated RBL Poppy Appeal</b>		<b>50</b>

*Nem Con*

[Minute Note: the total of £5450 on the agenda was incorrect; to be reviewed at Full Council on 22.01.19 as to whether to adjust grants awarded or increase budget by £150].

**18/303 Budget and Precept – recommendations from Finance & Administration committee**

The following recommendations from the Finance & Administration committee were considered and agreed: -

- a) The draft capital programme as detailed in Appendix 1.
- b) Draft budget (as detailed in Appendix 2) and the precept for 2019-2020 to be set at £297412 (Band D equivalent £76.61 given the tax base of 3882).
- c) Estimated movement in funds as detailed in Appendix 3.

*Nem Con*

**18/304 Items of Information and matters for forthcoming Agendas**

Cllr Parkin recently held a meeting of the Enhancement Working Party and suggested that an item appears on future Full Council agendas to discuss views and ideas on possible enhancements. Members agreed.

*Nem Con*

**18/305 Date and time of next meeting**

The date and time of the next meeting was confirmed as Tuesday 22<sup>nd</sup> January 2019 at 7.45pm (*time subject to change*).

The meeting closed at 8.25pm.

## APPENDIX 1

## DRAFT CAPITAL PROGRAMME

Capital Programme 2019-20 TO 2021-22					
2019-20	£	2020-21	£	2021-22	£
Van replacement	12000	Wheelchair friendly accessible track around recreation ground	25000		
Henbury Play Area replacement	35000				
Replacement bins	2500				
Skate park seating	2000				
TW Amenity Area enhancements	5000				
Allotments - enhancements for new site	2000				
Buildings maintenance	15000	Buildings maintenance	15000	Buildings maintenance	15000
Highways enhancements	10000	Highways enhancements	10000	Highways enhancements	10000
Plant replacement	2500	Plant replacement	2500	Plant replacement	10000
	<b>86000</b>	<b>0</b>	<b>52500</b>	<b>0</b>	<b>35000</b>

## APPENDIX 2

## DRAFT BUDGET

	2017-18	2017-18	2018-19	to 28.12.18	to 31.03.19	2019-2020
	BUDGET	ACTUAL	BUDGET	ACTUAL	ESTIMATED	BUDGET
INCOME	£	£	£	£	£	£
Precept	294475	294475	294475	294475	294475	297412
Cemetery Fees	10200	18619	16995	11005	14000	14400
Bank interest	1450	32	625	1084	1650	1650
Allotment Rents	0	748	0	33	0	34
Recreation	850	1268	1400	802	802	860
FOI income	5	26	5	1	1	20
Booklet sales	40	8	40	13	13	12
Other income	50	160	50	72	72	60
<b>TOTAL INCOME</b>	<b>307070</b>	<b>315335</b>	<b>313590</b>	<b>307485</b>	<b>311013</b>	<b>314448</b>
<b>EXPENDITURE</b>						
<b>Employees</b>	£	£	£	£	£	£
Salary & wages	146478	145748	153592	115570	153592	162413
Travelling expenses	500	365	500	348	500	500
<b>TOTAL</b>	<b>146978</b>	<b>146113</b>	<b>154092</b>	<b>115918</b>	<b>154092</b>	<b>162913</b>
<b>Recreation</b>	£	£	£	£	£	£
Grounds maintenance & staff facility	32300	33296	30250	18753	24600	34000

Insurance	575	464	575	483	483	531
Rent - DCC	600	550	700	0	0	550
Play Equipment maintenance	2600	1092	1400	1040	5650	2500
Dog wardening	4000	3900	4000	3900	3900	4000
Community orchard maintenance	300	7	300	0	600	600
Pavilion maintenance (provision)	0	0	0	0	0	2400
<b>TOTAL</b>	<b>40375</b>	<b>39309</b>	<b>37225</b>	<b>24176</b>	<b>35233</b>	<b>44581</b>
<b>General Admin</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Professional services	3100	2629	3100	2417	3512	2882
Staff training and prof fees	1000	711	1000	628	689	770
Member training	960	900	360	0	0	2000
Insurance	2523	2187	2406	2273	2273	2500
DAPTC	1223	1222	1283	1246	1247	1288
Audit fees	1750	1550	1750	0	1500	1550
Hire of rooms	1265	1429	1390	1299	1299	1200
Lockyers Hub rent (net of CMYT rent)	0	0	0	1800	1800	1854
Advertising	250	0	250	0	0	500
Members travelling exps	120	92	180	79	180	185
Chairman's allowance	350	237	1500	1016	1016	1500
Parish Newsletter	2000	1819	2000	1205	1831	1885
Publications & subscriptions	150	1778	150	90	90	200
Website/software/comp maint	1170	1882	1850	1463	1850	1850
PWLB loan interest	2000	1538	2000	1309	1309	1300
Election costs	2400	0	0	0	0	10000
Miscellaneous	48	433	180	166	180	170
<b>TOTAL</b>	<b>20309</b>	<b>18408</b>	<b>19399</b>	<b>14991</b>	<b>18776</b>	<b>31634</b>
<b>Office Costs</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Postage, Printing & Stationery	975	910	1050	718	1000	915
Telephone/Internet	1200	1368	1380	1200	1600	1680
Office Expenses	7132	7144	7360	6550	7359	7625
<b>TOTAL</b>	<b>9307</b>	<b>9423</b>	<b>9790</b>	<b>8468</b>	<b>9959</b>	<b>10220</b>
<b>Vehicles &amp; Plant</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Licence & Insurance	900	841	1205	884	960	990
Petrol/Repairs	3120	3632	3500	1628	2375	4000
<b>TOTAL</b>	<b>4020</b>	<b>4465</b>	<b>4705</b>	<b>2512</b>	<b>3335</b>	<b>4990</b>

<b>Cemeteries</b>	£	£	£	£	£	£
Insurance	395	326	359	339	339	373
Rates and utilities	2267	2237	2395	2513	2600	2750
Repairs & maintenance	550	3758	550	642	800	2500
Plot survey - new area	500	0	0	0	0	0
<b>TOTAL</b>	<b>3712</b>	<b>6322</b>	<b>3304</b>	<b>3494</b>	<b>3739</b>	<b>5623</b>
<b>Grants to outside organisations</b>	£	£	£	£	£	£
Small grants programme/donations	5500	4700	5500	300	5750	5500
Additional grant to CMSA	0	5000	0	0	0	
Youth Centre revenue grant	36963	20641	36104	36619	36619	36619
Corfe Mullen Village Hall -contribution to new roof		0			0	0
Corfe Mullen Village Hall - contribution to improvements	0	0	15000	15000	15000	0
<b>TOTAL</b>	<b>42463</b>	<b>30341</b>	<b>56604</b>	<b>51919</b>	<b>57369</b>	<b>42119</b>
	£	£	£	£	£	£
<b>Highways &amp; Street lighting</b>	<b>2090</b>	<b>568</b>	<b>1340</b>	<b>435</b>	<b>1300</b>	<b>5500</b>
<b>Allotments</b>	£	£	£	£	£	£
Rent of land	205	205	205	0	205	1
Water	600	370	500	657	657	750
Maintenance	240	0	240	60	60	250
Legal fees new site	1250	0	1250	0	1250	0
<b>TOTAL</b>	<b>2295</b>	<b>575</b>	<b>2195</b>	<b>717</b>	<b>2172</b>	<b>1001</b>
	£	£	£	£	£	£
<b>TOTAL EXPENDITURE</b>	<b>271549</b>	<b>255525</b>	<b>288654</b>	<b>222630</b>	<b>285975</b>	<b>308581</b>
<b>Net surplus/(deficit)</b>	<b>35521</b>	<b>59810</b>	<b>24936</b>	<b>84855</b>	<b>25038</b>	<b>5867</b>
<b>EXCEPTIONAL AND CAPITAL INCOME</b>	£	£	£	£	£	£
CIL receipts	0	0	0	2352	2352	7055
Capital grant - skate park	0	0	0	60000	60000	0
<b>TOTAL EXCEPTIONAL INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>62352</b>	<b>62352</b>	<b>7055</b>
<b>EXCEPTIONAL AND CAPITAL EXPENDITURE</b>	£	£	£	£	£	£
PWLB Loan repayments	8521	8745	8800	8975	8975	8975

Earmarked reserves expenditure	68250	5264	90000	143176	143820	78945
CMSA contingency	2000	0	0	0	0	0
Allotments provision	0	0	2000	0	0	2000
Provision for staffing review/revaluation	0	0	0	0	0	2500
Provision for devolved services	10000	0	10000	0	0	10000
Contribution to improvements to PROW Brook Lane to Newtown Lane	1000	1000	0	0	0	0
Asset transfer Towers Way land (provision)	15000	0	0	0	0	0
CIL expenditure	0	0	0	0	2352	7055
<b>TOTAL EXCEPTIONAL EXPENDITURE</b>	<b>104771</b>	<b>15009</b>	<b>110800</b>	<b>152151</b>	<b>155147</b>	<b>109475</b>
<b>Net exceptional/capital surplus/deficit</b>	<b>-104771</b>	<b>-15009</b>	<b>-110801</b>	<b>-89799</b>	<b>-92795</b>	<b>-102420</b>
<b>NET OVERALL SURPLUS/DEFICIT</b>	<b>-69250</b>	<b>44800</b>	<b>-85864</b>	<b>-4944</b>	<b>-67758</b>	<b>-96553</b>
Transfers to funds	0	0	0	0	0	77422
Funded from reserves	69250	-44800	85864	4944	67758	19131
<b>Balanced Budget:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## APPENDIX 3

## ESTIMATED MOVEMENT IN FUNDS

	Funds at 31.03.18	est. inc. for 2018-19	est. exp. in 2018-19	Transfer to funds	Forecast at 31.03.19	est. inc. for 2019-20	est. exp. in 2019-20	Transfer to funds	Forecast at 31.03.20
<b>General</b>	278299	311013	-294948	-98000	196364	314448	-332056	-47500	178756
<b>Earmarked Reserve</b>	64817	60000	-143820	98000	78997	0	-78945	47500	47552
<b>CIL reserve</b>	0	2352	-2352		0	7055	-7055		0
	<b>343116</b>	<b>373365</b>	<b>-441120</b>		<b>275361</b>	<b>321503</b>	<b>-418056</b>		<b>226308</b>