

COLNEY HEATH PARISH COUNCIL

Minutes of a Special Meeting of Colney Heath Parish Council held in the Community Room, Village Hall, High Street, Colney Heath on Wednesday 21st November 2001 at 7.30 p.m.

PRESENT

Cllr C Brazier (Chairman)
Cllr S Ellis
Cllr H Falk
Cllr G Cloke
Cllr D Clarke
Cllr J Day
Cllr D Crump

IN ATTENDANCE

Debra Mayhew (Clerk)

APOLOGIES

Cllr A Thomas

1. INFLATION

The Clerk reported that the CDC inflation figures to be applied to pay and supplies & services for the 2002/2003 financial year would be 3% on pay & 2.5% on supplies and services.

RECOMMENDED that the Parish Council apply a 3% increase to pay and 2.5% increase to supplies and services for the 2002/2003 financial year.

2. ADDITIONAL ITEMS OF EXPENDITURE FOR 2002/2003

Councillors discussed additional items of expenditure to be considered for inclusions in the Parish Council's 2002/2003 budget as shown below and RECOMMENDED that the following items are further discussed at the next budget meeting and the budget figures be amended as per the attached list of budget expenses.

New Budget items for 2002-2003 Budget

February/March 2001 Meeting

Dog Bins - cost gone up to £2.50 per bin for 9 bins (£105.75 x 12 = £1270 amended)
Common Works - Enhancement plus to stop Warren Track dumping (Gate £500 or Surveillance to be funded from Common reserve fund)
Common - River Management Fund - for works - (Common reserve fund to be used)
Tree Surgery - Common & other Parks - (Emergency or Common reserve fund to be used)
Maintenance of Football Pitches - FC requests (Budget £410 included)
Boissy Park - Revised rent £1000 from 1/5/1999 (2000/01 in budget & included in 2002/03)
Boissy Park - Bench if lease agreed (£475 not budgeted for)
Gloucester Park - remedial work if lease agreed (£995 included for maintenance & other works)

April 2001 Meeting

Parking High St - Common (Common reserve fund to be used)
Loan VHC - (£2500.00) amount to be less (£1000 in building fund to cover 2001/02 & 2002/03)

May 2001 Meeting

Trestle Theatre donation (£50 to be decided next year when application received)
Royal British legion donation (to be decided next year when application received)
CMMH Loan/Grant (£15,000 - now £17,000 with some to be a loan repaid - included £4000 in fund less £500 rates but to include £1500 for path)

June 2001 Meeting

Rubbish Removal Fund - for disposal of rubbish from emptying bins (£1000 for all rubbish including dumping) e.g. Wheely Bin outside Office for Recreational Areas/Common rubbish/weekly disposal
HSRG Sand Pit - New play equipment or filling in (£4000 included plus £1000 from 2001/02 budget)
Roestock Park - New bench (£475 included in total for park)
WRVS Donation - Meals on Wheel (to be decided next year when application received)

July 2001 Meeting

September 2001 Meeting

Fly-Tipping - Disposal budget (£1000 as stated above for all rubbish)
Signs for Parks - Review dog fouling signs e.t.a. (£570 County Supplies included with notice boards)
Tyttenhanger Park - New gate to access field (£300 included in maintenance)
HSRG Car Park - Potholes repair (£1079 or £1607 Nedburn included in HSRG repairs)

October 2001 Meeting

Highfield Trust - possible grant application (Not budgeted for)
Harvesters FC - grant application project (£1000 in fund to consider grant next year)
Bog Bins Extra - Common x 2 (£250ea plus emptying £153ea = £403ea, £830 included in dog bin budget)
Zurich Insurance - Increase in cover (£1985 including £690 Pavilion - £1990 in budget)
Roestock Park Lights - 1/2 cost project (£910.00 - 1/2 Scouts £1000 included in budget of £3425)
Smallford Park - Play equipment - RA request (£1000 included for fund for play equipment)
Sleapshyde Park - Fence around play equipment (£3400 included in maintenance fund)

November 2001 Meeting

Open Spaces donation (to be decided next year when application received)
Audit Costs - New regulations (budget left the same)
New Hedge Cutter - Gardener (£200 included in equipment fund)
New Strimmer - Gardener (£150 included in equipment fund)
Zurich Fidelity Insurance (£34.81 agreed added to insurance)
Abandoned Cars - Fund (EST £40ea x 5 = £200 - £1000 as stated above for all rubbish)
Roestock Park - Soil removal (£600 included in park maintenance)
Skating Rink - Resurfacing (£20-25,000 - Nedburn - not budgeted for)
Footpaths - Kissing Gates (£163 plus fitting) plus Footpath 47 - wooden walkway, Bridleway 19 - flood works - build up bank (Parish Paths Partnership fund)
Bus Shelter - Repairs (£1779 up to Nov 2001/02 - Cleaning £57.55/mth = £690/yr results in £2469 - £2000 included in budget)
2 Networked Office Computers with file back up (EST £800ea = £1600 included in budget)
Mobile Phone - Warden (EST £100 pay as you go - £500 included in wardens equipment fund)
2 new book shelves - closed sides (Not in budget but £627 from 2001/02 office budget)

3. PARISH COUNCIL BUDGET REQUIREMENTS FOR 2002/2003

Cllrs. considered the preliminary budget requirements for 2002/2003.

RECOMMENDED that the full Council consider the preliminary figures, with the above amendments plus any other new budget items not included in the above.

4. DATE OF NEXT BUDGET MEETING

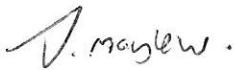
Cllrs. discussed a date for a further budget meeting to finalise the Parish Council's budget requirements for 2002/2003.

RECOMMENDED that the next budget meeting be arranged at the December Council Meeting for January 2001.

There being no further business the meeting closed at 9.30 p.m.

CHAIRMAN

DATE



Debra Mayhew
Clerk
23.11.2001

EXPENDITURE	2001/2002	2002/2003	2002/2003
ADMINISTRATION:	£	3% on pay & 2.5% Services	£ Adj.
Clerk's x2 salaries & car allowances/mileage	19483.00	20067.49	22082
Utilities/Other Admin	659.20	675.68	676
Telephone	1200.00	1230.00	1000
Car allowance & mileage	1967.30	2016.48	0 (with salaries)
Photocopier lease - 3 years £500/yr & per copy	500.00	512.50	512
Stationery	400.00	410.00	410
Postage (petty cash)	125.45	128.59	100
Other Petty Cash	1003.63	1028.72	900
Office Equipment: maintenance	413.64	423.98	400
depreciation of computer, printer, copier - to buy new	627.27	642.95 #	1600 (computers £1600)
Subscriptions & Donations	1628.00	1668.70 #	1400 (extra Dons £200)
Courses	300.00	307.50	300
Wages :			
Parish Warden	11254.03	11591.65	11600
- Clothing & Travelling Allowance	286.81	295.42	295
Parish Gardener	2184.20	2249.72	2250
- Clothing & Travelling Allowance	286.81	295.42	295
Annual Tool Allowance	25.21	25.97	26
Common Ranger	2184.20	2249.72	2250
Tennis Court Attendant	571.53	588.67	589
- 10% bonus on annual takings	40.00	41.20	30
Closed Churchyard Keeper	494.83	509.68	510
Chronicle Editor/Publisher	2006.65	2066.85	2067
	47641.77	49026.90	49292
OPEN SPACES			
Grass Cutting Contract	8872.73	9094.55	9095
Common - maintenance	1000.00	1025.00 #	1025 (Common reserve)
Dog Bins - emptying & new	1470.63	1507.40 #	2100 (£830 2 new bins)
Boissy Park - £1000 rental & maintenance	1500.00	1537.50 #	1500
Gloucester Park - £5 rental & maintenance	444.32	455.43 #	1000 (£995 works)
Sleapshyde Park - £100 rental & maintenance	1596.04	1635.94 #	4000 (£3400 fencing)
Tyttenhanger Park - maintenance	1044.32	1070.43 #	800 (£300 gate)
Roestock Park - maintenance	7341.97	7525.52 #	3500 (£1000 lights/£600 soil)
High Street Recreation Ground -			
- electricity for tennis courts and air raid shelter	110.82	113.59	115
insurance air raid shelter & tools	221.64	227.18	227
football pitch maintenance	400.00	410.00	410
- park maintenance & play equipment	1000.00	1025.00 #	4500 (Equipment fund £5000)
- repairs tennis court & car park	232.65	238.47 #	2500 (£1607 potholes/£393 Tennis)
- park maintenance	445.05	456.18 #	0
Sleapshyde Pond -	744.77	763.39 #	300
Smallford Park & dog walk -	2994.00	500.00 #	1500 (£1000 equipment)
Community Park - maintenance	444.32	455.42 #	300
St. Mark's Church - cemetery grant	440.59	451.60 #	300
	30303.85	28492.59	33172
BUILDINGS			
Village Hall - rates	1030.00	1055.75	1055
Charles Morris Hall - rates & work	7412.00	500.00 #	4000 (£2000 Carpark/£1500)
Pavilion - building insurance	673.00	689.83	690
Bus shelters- cleaning & repairs	2306.81	2364.48 #	2490 (£1800 repairs)
Building Fund - village hall e.t.a.	1000.00	1025.00 #	1000 (Ramp loan)
Notice Boards - maintenance/repairs & park signs	428.63	439.35 #	1500 (2001/02 repairs £906/£570 signs)
	12850.45	6074.41	10735

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