

PATCHWAY TOWN COUNCIL

Minutes of the meeting of the Extraordinary Town Council meeting held on the 22nd January 2019 at Callicroft House, Rodway Road, Patchway.

Present: Councillors Mrs E Martin (in the Chair))
E. Bathe-Taylor) Coniston
Mrs M. Bathe-Taylor) Ward
J. Butler
Mrs E Orpen
E Gordon
R Loveridge

K. Dando)
P. Cottrell) Callicroft
S. Scott) Ward
Mrs P Coleman)

In attendance L Squire- Clerk, J Turner- Deputy Clerk

22/1/19- No 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. M. Grotzke (long-term sick), Cllr. K Walker (holiday), Cllr. R Messenger (working).

It was noted that under Standing Orders, Councillors must state a reason for their absence from Council meetings and that this must be recorded as well as the names of any Councillors not sending apologies. It was also noted that under Standing Orders Councillors must make their own apologies by contacting the office.

22/1/19-No 2. DECLARATIONS OF INTEREST

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

22/1/19- No 3. BUDGET FOR 2019/2020

The council considered the further amendments to the proposed budget for 2019/2020.

The proposed budget was closely examined, and some amendments were agreed, which includes retaining £750 for the civic fund and £25,000 for a future loan to cover any shortfall between the section 106 monies currently allocated to the redevelopment of the Patchway Community Centre and or the Muga project.

It was resolved that the overall budget and precept for 2019/20 will be set at £624,170, which would provide an anticipated annual council tax increase of £14.95, and equates to 29pence per week, the final budget for 2019/20 is attached as Appendix 1.

Actions: -

- Southern Brooks representatives to be invited into the February Finance committee meeting to provide further clarification and information on the work they carry out in Patchway and how the funding they receive from the Town Council is used.
- Clerk to find out if the Four towns community transport is still a charity arm of the four towns

The purchase of the replacement van was considered as an urgent item and it was agreed for this purchase to be made due to health and safety requirements.

As the budget has been agreed the Chairman confirmed that the extraordinary meeting planned for Thursday the 24th January 2019 is now cancelled.

APPENDIX 1-Patchway Town Council - agreed budget 2019/20

Establishment	Budget 18/19	Estimated end of year spend	Budget 2019/20
Staff salaries	£196,453	£203,986	£210,000
PAYE & NI	£36,651	£55,000	£59,000
Pensions	£46,143	£44,000	£48,000
NI	£22,007	£0	£0
Staff travel	£900	£300	£500
Staff training	£1,500	£1,000	£8,000
IT and software	£2,000	£6,000	£3,000
Broadband	£600	£434	£550
Office telephones	£1,200		£1,000
Mobile phones	£500	£420	£500
Postage	£1,000	£380	£850
Stationary and printing	£3,000	£2,700	£2,000
Equipment	£5,000		£4,000
Press adverts	£750	£1,500	£750
Subscriptions	£2,000	£2,000	£2,000
Insurance	£6,000		£6,500
Audit and accountancy fees	£5,000		£5,000
Legal fees	£1,000		£2,000
Contingency for loan for redevelopment activities			£25,000
Total	<u>£331,704</u>	<u>£317,720</u>	<u>£378,650</u>
Civic and Democratic			
Chair's allowance	£200		£0
Civic fund	£1,500	£1,000	£750
Town council news	£750	£720	£800
Elections	£7,000	£0	£8,500
Members training, travel and allowance	£1,000	£300	£1,500
Total	<u>£10,450</u>	<u>£2,020</u>	<u>£11,550</u>
Repairs and Maintenance council buildings			
CALLICROFT HOUSE			
Rates	£9,500	£7,680	£9,000
Maintenance	£4,000	£2,100	£3,500
Utilities	£3,000	£6,600	£6,000
Cleaning materials	£300	£590	£650
CASSON CENTRE			
Rates			
Maintenance	£2,000	£1,570	£2,000
Utilities	£1,000	£610	£1,000
Cleaning materials	£200	£110	£200
Total	<u>£20,000</u>	<u>£19,260</u>	<u>£22,350</u>

BURIALS	£3,000	£3,000	£3,100
Total	<u>£3,000</u>	<u>£3,000</u>	<u>£3,100</u>

Community Centres

Patchway

Grant	£9,000	£9,000	£9,000
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Coniston

Grant	£6,000	£6,000	£6,000
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ground rent	£1,000	£500	£1,000
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PWLB repayment	£45,000	£45,000	£45,000
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Rodway Road

cctv maintenance	£500	£350	£450
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Total	<u>£61,500</u>	<u>£60,850</u>	<u>£61,450</u>
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Youth and Community

4 Towns play association	£5,000	£5,000	£5,000
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Detached youth worker	£20,000	£20,000	£20,000
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Youth funding	£10,000	£0	£2,000
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community development	£20,500	£20,500	£10,250
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Library services	£18,000	£18,000	£18,000
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Patchway festival			£3,500
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Patchway people newsletter			£3,000
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Total	<u>£73,500</u>	<u>£63,500</u>	<u>£61,750</u>
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Grants	£16,000	£13,000	£6,000
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Total	<u>£16,000</u>	<u>£13,000</u>	<u>£6,000</u>
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Parks and Playing fields

Scott Park

Cleaning material	£200	£300	£300
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Maintenance of pavilion	£2,500	£2,290	£3,000
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Sports and social club cleaning	£150	£140	£200
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Electricity	£1,500	£1,240	£1,500
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Gas	£700	£700	£800
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Water	£1,500	£675	£1,500
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Rates	£3,000	£2,496	£2,950
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Fuel	£4,000	£2,950	£4,000
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Repairs of machinery	£0	£750	£1,000
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Maintenance of machinery	£12,000	£5,000	£6,000
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Grounds maintenance	£10,000	£12,500	£10,000
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Insurance (machinery)	£3,500	£7,454	£10,000
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Machinery and tools replacement	£15,000	£26,000	£15,000
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Supplies for pitches	£10,000	£3,000	£5,000
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Tree planting and landscaping	£2,500	£2,000	£2,000
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New play equipment	£0	£0	£0
Maintenance of play equipment	£3,000	£4,600	£4,500
Fencing	£10,000	£0	£0
Skip for litter	£10,000	£6,600	£3,000
War memorial	£5,000	£5,000	£500
Table tennis table	£2,500	£0	£0
Lighting	£6,000	£0	£0
Sub total	£103,050	£83,695	£71,250
Sports pitch income	-£6,000	-£5,500	-£6,000
Ground rent Sports and Social club	-£12,000	-£7,400	-£12,000
Total	<u>£85,050</u>	<u>£70,795</u>	<u>£53,250</u>

Allotments

Pretoria Road & Blakeney Road	£5,000	£390	£3,350
TOTAL	<u>£5,000</u>	<u>£390</u>	<u>£3,350</u>

Open spaces

Tumps			
Rent	£200	£200	£220
Maintenance	£500	£1,900	£2,500

play area

Repairs and maintenance	£2,500	£1,200	£2,500
Blakeney Road path	£50	£50	£50
Other			
Hedge cutting/tree surgery	£1,250	£900	£1,000
TOTAL	<u>£4,500</u>	<u>£4,250</u>	<u>£6,270</u>

Transport and street furniture

Repairs to shelter	£1,500	£350	£500
Road signs and repairs	£200	£0	£200
Notice boards and repairs	£1,000	£0	£500
Community Transport	£6,000	£6,000	£3,000
supplies for street cleaning	£600	£305	£750
Litter bins	£1,000	£300	£500
Christmas decorations	£5,500	£7,100	£5,000
Tree surgery	£500	£500	£6,000
TOTAL	<u>£16,300</u>	<u>£14,555</u>	<u>£16,450</u>

Total Budget 2019/20	£627,004	£569,340	£624,170
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