

# HUGHENDEN PARISH COUNCIL

## FINANCE & ADMINISTRATION COMMITTEE

Minutes of the meeting of the Finance & Administration Committee held in the Council Offices  
on Tuesday 27th November 2007 at 8pm

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### UNCONFIRMED

**Present:-**

Cllr M E Ewart (Chairman)	Cllr A M Konieczny
Cllr A M Andrew	Cllr N J Morris
Cllr P H Crawshaw	Cllr L O'Malley
Cllr D L Davies	Cllr J A Whitehouse
Cllr R F Gould	Cllr J E Rogers
Cllr D G Jarman	Clerk: Mrs L M Turner

There were no members of the public present.

- Apologies for Absence.** Cllr H L McCarthy.
- Declarations of Interest in Items on the Agenda.**  
**07FA52** – Cllr Davies declared an interest in the item on Equipment Storage in the budget setting process, as he provides storage facilities for the Council. Cllr Whitehouse declared an interest in the item on grants to local organisations, as she is a member of the Naphill Village Hall committee.
- Urgent Matters by Permission of the Chairman.**  
**07FA53** – Cllr Ewart informed members that an item on grants to local organisations had been missed off the previous Finance & Administration meeting and it was therefore being addressed here, prior to the budget setting for 2008/09. After some discussion it was then **RESOLVED** to **RECOMMEND** to full Council the following grants to local organisations:-

Great Kingshill Residents Association - for magazine	£ 350
Hughenden Valley Residents Association - for magazine	£ 350
Naphill & Walter's Ash Gazette - for magazine	£ 350
Speen & North Dean News - for magazine	£ 350
Widmer End Residents Association - for magazine	£ 350
Great Kingshill Village Hall - for hall	£ 450
Hughenden Valley Village Hall - for hall and playing field	£ 780
Naphill Village Hall - for hall and playing field	£ 780
North Dean Village Hall - for hall and playing field	£ 780
Widmer End Village Hall - for hall and playing field	£ 780
Great Kingshill Cricket Club	£ 725
Hughenden Valley Boys Football Club	£ 625
Widmer End United Junior Football Club	£ 625
- Setting of Precept for 2008/09.**  
**07FA54** The budget for 2008/09 was considered in great detail and set. A copy will be provided with these minutes. It was then **UNANIMOUSLY RESOLVED** to **RECOMMEND** to full Council that a precept of £155,000.00 be set for the 2008/09 financial year.  
It was **UNANIMOUSLY RESOLVED** to give a vote of thanks to the Clerk for her work on the budget and in particular for preparing the notes, which the members found very helpful.
- Date of the Next Meeting.**  
The next meeting is scheduled for Tuesday 29th January 2008.

There being no further business, the meeting closed at 9.25pm.

Signed: .....

Date: .....

**HUGHENDEN PARISH COUNCIL**  
**Budget Details for 1/4/2008 to 31/3/2009**

	<b>Budget to 3/2009</b>
<b>Receipts:</b>	
Precept: WDC	155,000
Agency Services Reimbursed	500
Allotment Rents	1,800
Burial Ground Fees	10,000
Grants/Donations Received	150
Grazing	250
Interest	2,300
Miscellaneous	100
<b>Total</b>	<b>170,100</b>
<b>Payments:</b>	
Administration:-	
Advertising	50
Audit fee	800
Books/Publications	100
Chairman's Allowance	300
Election Costs	0
Expenses (incl printing/mileage)	800
Insurance	4,000
Legal Fees	1,000
Office Cleaning	600
Office Equipment	700
Office Running Costs	75
Postage	450
Rates	250
Room Hire	100
Salaries (incl Tax & NI)	42,000
Special Expenses/Entertaining	325
Stationery/Office Supplies	700
Telephones (incl mobile)	600
Training/Conference	500
Utilities – Office	800
Website (running costs)	500
Agency Services	1,700
Allotments (incl water)	800
Burial Ground:-	
Energy usage	50
Building/General Maintenance	2,000
Rates (incl water)	350
Toilet Hire	1,800
Tools & Equipment	200
Capital Expend:-	
Loan repayments	3,600
Purchase of Assets	0
Repairs/Renewals	15,000
CCTV – Provision and upkeep	500
Equipment storage	500
Grants:-	
Annual & Minor	9,000
Major	5,000
Office - Building Maintenance	200
Office – Fire Safety	200
Open Spaces:-	
Bus Shelters	300
Seats	300
Contractors - Grass	12,000
Contractors - Hedges	3,000
Contractors – Service Provision	16,000
Dog bins (incl waste removal)	3,500
Playground Equipment/Maintenance	30,000
Parish Appraisal/Village Design Statements	500
Street Lighting:-	
Energy usage	2,200
Maintenance	5,500
Subscriptions/Donations	1,200
Sundries	50
<b>Total</b>	<b>170,100</b>
<b>Receipts/(Payments)</b>	<b>0</b>