

# Wrockwardine Parish Council

## Minutes of the Finance & General Purposes Committee Meeting held on Wednesday 23<sup>rd</sup> October 2024 at 6.30p.m at Admaston House, Admaston

**Present:** Cllr P Cooper (Committee Chairman)  
Cllr R Eade  
Cllr G Thomas  
Cllr S Parr

**In Attendance:** Ms J Hancox (Clerk)

**24/F01 Welcome**

The Committee Chairman welcomed everyone to the meeting.

**24/F02 Apologies for absence**

None

**24/F03 Declaration of Interests & Dispensations**

- a) Pecuniary – None declared
- b) Personal – None declared

**24/F04 Public Session**

No items raised

**24/F05 Minutes**

It was **RESOLVED** to confirm and sign the Minutes of the Finance & General Purposes Committee Meeting held on Thursday 26<sup>th</sup> October 2023 as a true record.

**24/F06 Discretions Policy (Local Government Pension Scheme)**

Following a review of the documents supplied by Shropshire Pension Scheme it was **RESOLVED** to accept and update the 2015 Policy (Annex 1 & 2) and recommend to Full Council that this be accepted.

**24/F07 Budget 2025/26**

Following a detailed discussion, it was agreed to share with Full Council the draft budget as presented (Appendix 1) and that following notification of the precept base details from the Borough Council the F&GP Committee would reconvene to determine the implications and prepare a final draft budget to be presented at December's Full Council meeting.

**24/F08 Date of next meeting**

To be determined by Members of the Committee for a date in November or December 2024.

*The meeting closed at 7.46p.m*

**Signed:** \_\_\_\_\_ **(Chairman)** **Date:** \_\_\_\_\_

**Appendix 1**  
**Wrockwardine Parish Council**  
**Draft Budget Proposals 2025/26**

**Parish  
Management**

	<b>Cost Code</b>	<b>2024/25 Budget</b>	<b>½ Year Spend Gross</b>	<b>Proposed NET</b>	<b>Comments</b>
1	Grants s137	500	200	600	Increase - more divisible
2	Grounds Maintenance	20,000	10,355	25,000	Increase to cover full cost & any additional hedge work. Includes Grounds Maintenance Group budget £1k – Orchard work & bulbs
3	Lighting Provision	25,000	3,525	20,000	Balance will fall into earmarked reserves for Admaston lighting project. £4,500 payment to Npower now confirmed for lighting in 2020/21 Investigate possibility of handing back to LA?
4	Lighting Maintenance	4,000	1,531	5,000	More maintenance may be required through the winter months but any balance can fall into earmarked reserves for Admaston lighting project Investigate possibility of handing back to LA?
5	Play Area Maintenance	3,000	1,680	5,000	Awaiting costs of current repairs to give an idea of costs but equipment is degrading quickly now & need to consider major improvements. There is £6k in earmarked reserves
6	SID Management	4,000	1,800	5,000	If more SID locations increased, fee may rise?
7	Defibrillator Maintenance	250		350	Do we need to consider replacement cabinets? Batteries need replacing in 2 units this financial year
8	Bins (Emptying)	2,500	1,100	3,500	Cost has increased to £3,192 net 2024/25 so need to budget for additional cost in May 2025
9	Memorial	50	25	50	For wreath & any other memorial related work
10	Parish Improvements	2,000	290	2,000	Need to consider bus shelters, notice boards, another free little library at Allscott, additional bins (knock on effect with bin emptying contract) plus traffic issues/calming. Possibly add £2k from Community Initiatives which has not been spent since implementation. There is also money in earmarked reserves for specific improvements currently-
11	Community Initiatives	500		-	£1,500 also in earmarked reserves. Consider deleting & moving to Parish Improvements

12	General Maintenance	250		-	Remove this and include in subject specific maintenance budgets
13	Allscott Meads Allotments	-		-	£5k in earmarked reserves
14	Events	50	39	50	Will there be an Annual Mtg of the Parish next year? If so, does it need larger budget to encourage attendance?
<b>Total</b>		<b>62,100</b>	19,825	<b>66,550</b>	

**Council Administration**

	Cost Code	2024/25	Spend to date	Proposed NET?	Comments
15	Subs & Fees	3,500	2,097	7,000	Change to include all subs & fees - SLCC, SALC, Audit (Internal & external), Scribe, Safepoint, Bank Charges, website, RoSPA, Parish On-Line, Insurance, Data Protection. Better to see the overall picture of subs & fees & sub headings provide the drill down if required. Consider additional Safepoint users?
16	Chairman's Allowance	600	300	600	
17	Cllr Travel & Expenses	150	52	150	
18	Hall Hire	1,000	250	1,000	
19	Audit fees	700	681	-	Move to 15. Subs & Fees
20	Bank Charges	100	18		Move to 15. Subs & Fees
21	Councillor Training	50		60	Equivalent to 2 x £30 courses
22	IT Equipment	250	44	500	Laptop now 5 years old. PC & printer issues as they age. Rising cost of printer cartridges
23	Website	200	82		Move to 15. Subs & Fees
24	Staff Training	30		30	
25	Staff Travel	200	76	250	
26	Office/Telephone	600	241	600	
27	Stationery/Postage	200	50	200	
28	Insurance	2,000	1,419	-	Move to 15. Subs & Fees
29	Election fees	-		500	Contingency fund – in case a councillor leaves & an election is requested.
<b>Total</b>		<b>9,580</b>	5,310	<b>10,890</b>	

**Staffing Costs**

Cost Code	2024/25 Proposal	Spend to date	Proposed	Comments
30 Salaries	24,675	12,714	27,500	Automatic rise to SCP 23 1/4/25 = £26,972 + potential uplift of 5% (LG pay award 2025/26)
31 WPC NI Contributions	2,200	1,127	2,310 3,544	Uplift of 5% (30/10/24 Contributions to rise to 15% above a reduced threshold of £5k = £3,375 + 5% uplift = £3,544) *
32 WPC Pension Contributions	5,750	2,952	6,500	Uplift of 5% (30/10/24 actual £6,380 before pay award 2025/26) *
<b>Total</b>	<b>32,625</b>	16,793	<b>36,310</b> <b>37,544</b>	
<b>Totals</b>	<b>104,305</b>	41,928	<b>113,750</b> <b>114,984</b>	

\* Announced after F&GP

**Additional Information**

Current Position

<b>Total Balance all Banks</b>	278,266.86
Minus Earmarked Reserves as shown	93,605.00
<b>Total spend amount as at 30/9/24</b> (includes remaining budget spend circa £45k gross for 2024/25)	<b>184,661.86</b>

Previous Council Tax base 2024/25 = 1,928 /Precept £55 = £107,000 from T&W

2025/26 should see an increase in the base rate again due to the Allscott Meads development. Base rate usually announced in November

With approximately £140k in General Reserves Council need to consider using some of this, if necessary, rather than increase burden on residents