



**Minutes of the Meeting of Finance & Administration Committee held at 19:45
on Tuesday 12 January 2021 on Zoom online**

Present: **Councillors**
Paul Harrison (Chair)
Adrian Craven
Anne Holland
Paul Holland
Tim Howard
Phil Purvis
Duncan Sowry-House
Julia Stennett

In Attendance: Nicola Gray (Town Clerk)
Catherine Horsley (Deputy Town Clerk) (minute taker)

Public Participation

Cllrs M Barron, D Everett, B Honeyman, S Jefferies, J Lortie and D Mattocks were present.

No further members of the public were present.

FA 20/08 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

No apologies for absence were received.

FA 20/09 To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Cllr Harrison declared interests relating to being a Trustee of the Youth Trust, Growing Compassionate Communities, and a member of the Carnival Committee.

Cllr Craven declared an interest relating to being the Clerk for the Phelipps Trust.

FA 20/10 To Approve minutes of meeting held on 10 November 2020 LGA 1972, sch 12, para 41 **A**

The minutes of the meeting held on 10 November 2020 were APPROVED.

FA 20/11 To Approve Accounts for Payment **B**

It was **RESOLVED** to APPROVE the Accounts for Payment.

FA 20/12 To Note the Budget Monitoring Report for the quarter ended 31 December 2020 **C**

Members received the Budget Monitoring Report for quarter ending 31 December 2020. Entries within the report were queried as follows:

- Provision for new posts – under expenditure, the report showed a budget variance at the end of 31 December 2020 and Cllr Craven asked if this would be made up by the end of the financial year. The Clerk advised the provision for the new posts was for the whole of the financial year. However, the new posts in place halfway through the year during September and October 2020.
- Provision for Pavilion and tennis income – under income, the report showed a total of £4200 and Cllr Craven asked what this was for. The Clerk confirmed this was put in place should the lease on the Pavilion not be extended.
- Allotments – Cllr Craven asked whether skips were still being used on the allotment site. The Clerk confirmed no skips were in use on site.
- Playground equipment maintenance - Cllr Harrison advised he had received a query from a resident regarding the groundwork underneath the benches at the Recreation Ground play area and asked if the groundwork was included in the allocated budget for play equipment maintenance under recreation. The Clerk confirmed this was for play equipment only and the budget for groundwork would be grounds maintenance under recreation. The Deputy Clerk advised this work had been identified as part of the annual playground inspections undertaken in October 2020 and was part of the follow up work to be carried out by the grounds team.

The Budget Monitoring Report for quarter ending 31 December 2020 was NOTED.

FA 20/13 To consider Grant Applications: **D**

Small grants programme 2020/21

Cllr Harrison introduced the report and reminded members that continuation of the grants at their current level for future years would result in the depletion of the Town Council's reserves, resulting in less money available for other projects.

Each grant application was discussed with comments noted as follows:

- East Dorset Beekeepers Association – Request for £170 to monitor invasive species who were a threat to natural species. Members agreed the swarm collection service, which would otherwise be destroyed was invaluable and educational with the association doing lots of good work. Cllr Howard proposed to award full amount, which Cllr A Holland seconded. It was agreed to award request in full of £170.
- Phelipps Trust – Request for £500 to provide supermarket vouchers at Christmas to alleviate food poverty and costs for young people starting out in their career distributed by local schools. Cllr Craven had declared an interest and was therefore unable to take part in the discussion. Cllr Sowry-House reminded members of previous discussions when considering the grant application, whereby concerns were raised with the Trusts lack of fundraising, with the Town Council being the sole source of funds and the relationship between the Trust and the foodbank who had also submitted a grant application. Cllr Sowry-House proposed match funding the amount raised by the Trust; this was seconded by Cllr Stennett. It was agreed to award £100.
- Corfe Mullen Foodbank – Request for £520.81 to cover a range of initiatives within the foodbank. Cllr Sowry-House noted this was a very mindful application which

reflected the well-run organisation. It was agreed to award request in full of £520.81.

- Radio Wimborne – Request for £1000 to part fund Radio Wimborne going onto the FM platform. It was noted listeners had increased during a trial on the FM platform, albeit coverage was unclear. Cllr Craven advised he would be unable to support the request as it was unclear what the value was to the Corfe Mullen community. This was seconded by Cllr Purvis. It was agreed not to award the requested grant.
- Citizens Advice East Dorset – Request for £2000 to provide ongoing advice service to Corfe Mullen residents, noting 95 residents had been assisted with 314 issues in the previous year. Cllr Sowry-House fully supported the service, however, noted a conversation with the Mayor of Wimborne relating to the service being merged and relocated to the Purbeck area. The Clerk advised this had not been declared within the grant application. Members agreed this was an invaluable service, however, prior to awarding any grant to seek clarification on the future location of the service. Cllr Harrison proposed to earmark £2000, subject to the service not moving in the next 12 months and if the service were to relocate, the request would be revisited at a future meeting. This was seconded by Cllr Howard. It was agreed the request would be paused until clarification was received.
- Vision Wimborne Dial-a-ride – Request for £500 to provide wheelchair enabled vehicle service with volunteer drivers to Corfe Mullen residents. It was noted approximately 10% of Corfe Mullen residents benefitted from the service during 2019. Cllr Harrison proposed to award 10% totalling £150 for Corfe Mullen users. Cllr Howard seconded which was also supported by Cllr A Holland. It was agreed to award £150.
- Legs and Company Leg Club – Request for £1500 to provide portable electric couches, helping nurses to treat patients without kneeling on the floor. It was noted no accounts had been supplied as part of the grant application, however there was an indication on the project costs and costs of purchasing couches. Cllr Howard noted this was a much-needed service which was previously provided by primary and acute care. However, due to the reallocation of services and Covid-19, more patients were being seen at home and he fully supported the request. Cllr Howard proposed to earmark £1000, subject to accounts being forthcoming, which was seconded by Cllr Harrison. It was agreed the request would be paused until accounts were received.
- East Dorset Tourist Information Centre – Request for £500 to assist with ongoing running costs. It was noted no accounts had been supplied as part of the grant application. Cllr Howard proposed an award of £200 due to no clear information available on the benefits to Corfe Mullen residents and to reiterate to the applicant that for any future applications, clear information on benefits to Corfe Mullen residents should be provided. This was seconded by Cllr A Holland. It was agreed to award £200.

Cllr Harrison declared an interest relating to the Youth Trust, Growing Compassionate Communities and the Carnival Committee. Therefore, the Vice-Chair, Cllr P Holland chaired the meeting whilst discussion took place relating to those grant applications as follows:

- Corfe Mullen Carnival – Request for £1250 to provide assistance with toilets, medical and fencing. Cllr A Holland proposed to award £800, which was seconded by Cllr Purvis. It was agreed to award £800.
- Growing Compassionate Communities – Request for £800 to purchase gardening equipment for recently acquired community allotment. Cllr P Holland noted no accounts had been submitted with the grant application. The Clerk understood the organisation was relatively new and had recently rented raised beds at the allotment site. It was agreed the request was for a significant amount and Cllr

Howard proposed a grant of £200 until there was clear evidence of expenditure, which was seconded by Cllr Craven. It was agreed to award £200.

- Corfe Mullen Carnival Christmas Lights Appeal – Request for £2,000 for rolling programme introducing Christmas trees across the Parish. Cllr P Holland noted the Christmas tree lights had received positive comments. Cllr A Holland proposed to award £1500, which was seconded by Cllr Sowry-House. It was agreed to award £1500.
- Corfe Mullen 5K run and children's one mile fun run – Request for £255 to cover first aid at the event. Cllr P Holland noted the event was part of the Carnival. Cllr Craven noted the event was not held during 2020 due to the Covid-19 pandemic and asked if it was known whether they had used the previously awarded grant. The Clerk advised there was no indication on the application on what the grant was used for. Cllr Howard proposed to earmark £150, subject to seeking clarity on whether the previously awarded grant had been used, which was seconded by Cllr A Holland. It was agreed the request would be paused until clarification was received.

Cllr Harrison re-joined the meeting to chair the remaining agenda items.

Cllr Sowry-House asked whether the Remembrance Sunday wreath donation of £50 could be allocated from the Chairman's allowance rather than awarded as a grant, in order for any unallocated grant monies to be utilised for any spontaneous requests received throughout the year. The Clerk confirmed this was possible and noted the grant application process was carried out late in the financial year and proposed commencing the process earlier in the financial year in late summer in order for organisations to receive grant funding ahead of Christmas. Members agreed the proposal seemed sensible and provided more flexibility for organisations.

It was **RESOLVED** to award grants totalling £6790.81 inclusive of £3150 earmarked, pending further clarification and £50 for Remembrance wreath to be allocated from the Chairman's allowance. £710 remained unallocated to be utilised for any spontaneous requests received throughout the year.

Cllr Harrison asked if any of the unused grants had been returned as a result of events and/or services not held or taken place during the Covid-19 pandemic. The Clerk understood one unused grant had been returned relating to staff and rent costs for the Youth Club, who had been unable to open. The Clerk advised a letter had also been received from RBL relating to previously unspent grant and therefore, they had not submitted a grant application for 2020/21.

Revenue funding for Corfe Mullen Youth Trust 2021/22

It was noted previously, the Town Council had unanimously agreed to support the Youth Trust for 2021/22 totalling £36,540 to cover rent and salary costs, with a view to the Trust seeking funding from alternative sources going forward and smaller grants being awarded from the Town Council in future years.

The Clerk reminded members that the Town Council would need to consider the level of commitment to the Youth Trust going forward due to its own expenditure commitment and current reserves, given any projects it was planning to carry out in future years.

The revenue grant application for the Youth Trust for 2021/22 was NOTED.

The Clerk presented the report for members to consider the draft budget and subsequent Precept options for financial year 2021/22 for recommendation to Full Council. The key points were noted as follows:

- There were three Precept options for consideration, option one showed no increase, therefore a reduction in income, option two showed a 10% increase and option three showed total reliance on the Precept.
- The budget figures remained the same for each option and provided transparency on the impact and reliance on the reserves.
- The tax base for the Precept had reduced by 0.5%.
- There was no legal requirement to hold reserves. However, the auditors recommended holding 3-6 months running costs and if higher, the ability to demonstrate what this had been earmarked for.

Cllr Harrison noted historically the Town Council had held reserves of more than 6 months running costs, which had decreased from previous levels. The Clerk advised this had been offset by the grants to the Village Hall, noting the reserves projected at the end of the financial year was to have 6 months running costs.

Members discussed the three options, noting there was a fair balance in increasing the Precept in order to continue services and progress with specific projects for Corfe Mullen residents against the financial position being experienced by some residents as a result of the Covid-19 pandemic.

Discussion took place relating to the budget, earmarked reserves, statutory requirements, what work had to be completed from a Health & Safety perspective against 'nice to have' items, opportunities to scale back expenditure and projects and efficiency savings. The Clerk noted there were opportunities to be progressed in the future relating to grant applications for the Town Council, for additional income to boost the reserves held.

The Clerk calculated different Precept percentage increases to illustrate to members the impact on the Town Council income in terms of the Precept and the increase to the Council Tax for residents.

Cllr Sowry-House noted the Town Council needed to be in the best position in terms of reserves held, in order to provide services and support to the community during these difficult times. Cllr Howard noted the impact on services provided to the community if the Precept was not increased and how the Town Council needed to be open and honest in order to justify any increase.

The Clerk reminded members the budget needed to be agreed and justified ahead of applying for the Precept.

Cllr Howard proposed to increase the Precept by 20%, which was seconded by Cllr Purvis. Cllr Stennett proposed to progress with option two to increase the Precept by 10%, which was seconded by Cllr P Holland.

Based on a 20% increase to the Precept, an increase from £80.18 to £96.22 per Council Tax Band D property resulting in a Precept of £372,365 using £60,869 reserves held at the end of 2021/22. Based on option two, to increase the Precept by 10%, this was an increase of £8.02 per Council Tax Band D property, resulting in a Precept of £341,573 using £91,660 reserves.

Members voted, with five in favour to increase the Precept by 20% and three in favour to progress with option two to increase the Precept by 10%. There were no abstentions.

It was **RESOLVED** to recommend to the Full Council to increase the Precept for the 2021/22 financial year by 20% and to revisit the budget at the next Full Council meeting scheduled on 26 January 2021.

FA 20/15 Matters for forthcoming agendas No decisions can be taken¹

No items were noted.

FA 20/16 To Agree a date and time for the next meeting - the date and time of the next meeting will be on Tuesday 13 April 2021 at 19:45 via Zoom.

Signed as a correct record of the meeting..... Date.....

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



**Minutes of the Meeting of Finance & Administration Committee held at 7.45pm
on Tuesday 10 November 2020 on Zoom online**

Present: **Councillors**
Paul Harrison (Chair)
Adrian Craven
Anne Holland
Paul Holland
Tim Howard
Phil Purvis
Duncan Sowry-House
Julia Stennett

In Attendance: Nicola Gray (Town Clerk)
Catherine Horsley (Deputy Town Clerk) (minute taker)

Public Participation

There were two members of the public present.

FA 20/01 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

No apologies for absence were received.

FA 20/02 To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Cllr Harrison declared interests relating to being a Trustee of the Youth Trust, Carnival Committee, and the Town Council's representative for the Corfe Mullen Sports Association along with being on the Committee of Corfe Mullen Dementia Friendly. No other declarations of interest were noted.

FA 20/03 To Approve minutes of meeting held on 14 January 2020 LGA 1972, sch 12, para 41 **A**

The minutes of the meeting held on 14 January 2020 were APPROVED.

FA 20/04 To Approve Accounts for Payment **B**

Cllr Craven noted the Sage monthly invoice costs for the Village Hall and asked if these costs could be recharged in line with the process followed for consumables. The Clerk confirmed the Sage costs relating to the Village Hall must be kept separate and therefore, a recharge was not possible.

It was RESOLVED to APPROVE the Accounts for Payment.

FA 20/05 To Note the Budget Monitoring Report for the quarter ended 30 September 2020

C

Members received the Budget Monitoring Report for quarter ended 30 September 2020. Cllr Craven queried entries within the report as follows:

1. Allotment Rents: why was the rental income lower than expected? The Clerk confirmed this was due to some raised beds being unoccupied.
2. Provision of pavilion and tennis income: this was believed to be related to the pavilion lease not being renewed resulting in the Town Council taking overall responsibility and the potential for income for the use of pitches and courts which did not happen due to the two year extension being granted. The Clerk agreed to investigate further and report back at the next meeting.
3. Provision for new posts: why was there an underspend? The Clerk confirmed 1.5 FTE Grounds Staff were in place from 1 September 2020 and 1 FTE Deputy Clerk post in place from 1 October 2020. Therefore, the actuals would fall in line with expected spend.
4. DAPTC: what did this relate to? The Clerk confirmed this was for annual membership to the county association, which was essential and had now been paid in full for the year.
5. Parish Newsletter: was the newsletter no longer being produced? The Clerk confirmed publishing had been put on hold because of the Covid-19 pandemic.
6. Youth Centre Revenue Grant: was the Youth Centre open? The Clerk confirmed the Youth Centre was closed and she was mediating between the Wimborne Academy and the Youth Trust on the re-opening of the Youth Centre. It was noted the grant covered Youth Centre staff salaries and as the youth staff had been furloughed it would be reasonable to request how the grant had been spent.
7. Section 106 Receipts: was recent receipt totalling £124,344.40 expected? The Clerk confirmed the monies related to the old allotment site and was not included in the 2020/21 budget by the previous Clerk as it was unclear when the monies would be received.

Discussion took place on how Section 106 receipts could be spent. The Clerk advised spending of Section 106 monies was quite prescriptive and agreed to provide the full Council with further information by email.

Cllr Harrison thanked the Clerk for the good report which was well formatted and straight forward to understand.

The Budget Monitoring Report for quarter ended 30 September 2020 was NOTED.

FA 20/06 Matters for forthcoming agendas No decisions can be taken¹

- Draft Budget and Precept for 2021/22 financial year

FA 20/07 To Agree a date and time for the next meeting - the date and time of the next meeting will be 7.45pm on Tuesday 12 January 2021 via Zoom.

Signed as a correct record of the meeting..... *Date*.....

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



FINANCE AND ADMINISTRATION COMMITTEE – REPORT

Meeting Date: 12 January 2021

Agenda Item: FA 20/11

Paper: B

Subject:	Accounts for Payment				
Purpose of Report:	To approve the upcoming payments due from the Town Council's account.				
Background:	<p>Payments are scheduled as they are invoiced, and members should approve before payments are made.</p> <p>Under 4.1 of the Financial Regulations, the Clerk has some delegated responsibility for expenditure up to £500 on conjunction with the Chairman, or Chairman of the appropriate Committee. The Clerk also delegated authority under 4.5 to authorise revenue expenditure up to £1000 for Council services where not to do so would cause extreme risk.</p> <p>The Clerk also has delegated authority to authorise payments to avoid any charges to the Town Council for late payment.</p>				
Key Points:	Accounts for Payment 12.01.21 TOWN COUNCIL ITEMS				
	DATE	METHOD	DETAILS	£	
	17.12.20	IB	GCL Products - allotment shed bases (retrospective)	494.50	*
	17.12.20	IB	Sixty Stores Ltd. - allotment sheds (retrospective)	2328.45	*
	13.12.20	IB	Kingfisher Electrical - replace electrical security lock on toilet door at rec	115.20	
	16.12.20	IB	Microsoft - monthly billing	45.12	
	25.11.20	IB	B & Q - materials (chain/hooks for compost bays)	45.50	
	15.12.20	IB	SSE Contracting - annual PAT testing office & g'staff building	261.49	
	17.12.20	IB	SLCC Enterprises - New Clerk webinar N Gray	12.00	
	17.12.20	IB	SLCC Enterprises - New Clerk webinar C Horsley	12.00	
	22.12.20	IB	Sutcliffe Play - 2 x panels at MUGA goal end Towers Way	1951.45	
	12.01.20	IB	CMYT - quarterly revenue grant	9087.50	
	17.12.20	IB	CMVH - office annual water usage	44.64	
	17.12.20	IB	Rigby Taylor - amber cone nozzles for line marking machine	79.80	
	04.01.21	IB	Amazon - face masks & sanitiser for g'staff	47.96	
	06.01.21	IB	AYS Skip Hire - skip for recreation ground	396.00	
	25.01.21	IB	Month 10 Salaries	12209.29	
	27.01.21	IB	DCPF - Superannuation Month 10	4325.61	
	06.02.21	IB	HMRC - PAYE/NIC Month 10	3423.72	

	04.01.21	IB	Dorset Council - dog warden December	437.00
	23.12.20	IB	Bloom - cleaning of rec toilets & office December	823.53
	06.12.20	dd	UK Fuels - fuel	129.82
	10.12.20	dd	Dorset Council - dog warden Aug - Nov	1520.00
	15.12.20	dd	British Gas - office electricity	191.44
	14.12.20	dd	S Electric - cemetery usage	31.09
	16.12.20	dd	Chubb - fire extinguisher rental g'staff building	18.04
	01.01.21	dd	Sage - monthly invoice	65.70
	31.12.20	dd	Vodafone - sim card rental g'staff building alarm	10.01
	01.01.21	dd	Buzz - monthly charge December	48.29
	29.12.20	card	Amazon - padlocks x 4	88.49
	17.12.20	card	SLCC Enterprises - LCA & Neighbourhood Planning publications	151.90
	13.12.20	card	Amazon - power strip tower extension cord	23.50
	03.01.21	card	Zoom - monthly charge	14.39
	04.01.21	card	Co-op - cleaning/sanitising supplies g'staff	7.30
	05.01.21	card	Dorset Reclaim - removal of dumped fridges	36.00
	21.12.20	card	Hozelock - brackets and screw pack	12.94
	TOTAL			38489.67
	VILLAGE HALL ITEMS			
	15.12.20	IB	Annual PAT testing	129.35
	16.12.20	card	Ebay - bunting	99.99
	10.12.20	dd	water2business - usage Sep-Dec	156.48
	15.12.20	dd	Gazprom - monthly usage	165.29
	04.01.21	dd	Smartest Energy - electricity usage December	93.46
	01.01.21	dd	Sage - monthly invoice	65.70
	TOTAL			710.27
	* For information - not a Town Council expense, sheds/bases purchased and pre-paid by the allotment holders.			
Implications:	Failure to authorise would result in late payment and possible charges incurred. Fair scrutiny should be made to ensure the appropriate expenditure for the running of Council services			
Recommendation:	To APPROVE the accounts for payment.			

Nicola Gray
Town Clerk



FINANCE AND ADMINISTRATION COMMITTEE – REPORT

Meeting Date: 12 January 2021

Agenda Item: FA 20/12

Paper: C

Subject:	Budget Monitoring Report for the quarter ended 31 December 2020
Purpose of Report:	To note the budget position at the end of Quarter 3 2020-21 budget.
Key points:	Members should note the comments for explanation on some items where budgets are notably higher or lower than the expected amounts.
Implications:	<p>Lack of budget monitoring may lead to an increase in over or underspend and therefore a lack of management of the annual budget.</p> <p>Predicting the following year's budget requires accurate monitoring of the current year to ensure there are enough funds to cover approved items and to establish the coming year's requirements.</p> <p>Failure to monitor the budget may lead to a reduction of reserves to a level at which provides no resilience for the Town Council financially, or an inappropriate precept being applied.</p>
Recommendation:	To note the report.

Nicola Gray
Town Clerk

**Corfe Mullen Town Council
Budget Monitoring Report 31 December 2020**

	ANNUAL BUDGET	EXPECTED TO 31.12.20	ACTUAL TO 31.12.20	BUDGET VARIANCE	% OF BUDGET	COMMENTS
INCOME						
Precept	£312,253.00	£312,253.00	£312,253.00	£0.00	100%	
Cemetery Fees	£12,000.00	£9,000.00	£6,447.25	£-2,552.75	54%	
Bank interest	£1,650.00	£1,237.50	£540.94	£-696.56	33%	
Allotment Rents	£1,235.00	£926.25	£1,565.72	£639.47	127%	
Recreation	£980.00	£735.00	£1,505.00	£770.00	154%	One off Memorial Bench income and awaiting income from Football and Cricket, both of which have been impacted by Covid-19.
FOI income	£20.00	£15.00	£0.00	£-15.00	0%	
Booklet sales	£24.00	£18.00	£4.00	£-14.00	17%	
Other income	£72.00	£54.00	£52.80	£-1.20	73%	£800 Fingerpost grant received.
Provision: pavilion/tennis income (3m)	£4,200.00	£0.00	£0.00	£0.00	0%	Sum assumed if Pavilion lease not extended.
TOTAL INCOME	£332,434.00	£324,238.75	£322,368.71	£-1,870.04	97%	

EXPENDITURE	ANNUAL BUDGET	EXPECTED TO 31.12.20	ACTUAL TO 31.12.20	BUDGET VARIANCE	% OF BUDGET	Funds Available	COMMENTS
Employees							
Salary & wages	£193,933.05	£145,449.79	£138,115.31	£-7,334.48	71%	£55,817.74	
Provision for new posts	£48,434.33	£36,325.75	£18,711.62	£-17,614.13	39%	£29,722.71	Covers 2x Ground Staff and Deputy Clerk posts
Travelling expenses	£750.00	£562.50	£13.50	£-549.00	2%	£736.50	
TOTAL	£243,117.38	£182,338.04	£156,840.43	£-25,497.60	65%	£86,276.95	

Recreation							
Grounds maintenance & staff facility, rec and Springdale	£35,400.00	£26,550.00	£22,111.31	£-4,438.69	62%	£13,288.69	
Insurance	£460.00	£345.00	£389.05	£44.05	85%	£70.95	
Rent - DCC	£650.00	£487.50	£0.00	£-487.50	0%	£650.00	
Play Equipment maintenance	£2,500.00	£1,875.00	£2,154.21	£279.21	86%	£345.79	
Dog wardening	£5,000.00	£3,750.00	£1,520.00	£-2,230.00	30%	£3,480.00	
Community orchard maintenance	£300.00	£225.00	£0.00	£-225.00	0%	£300.00	
Tree planting	£500.00	£375.00	£0.00	£-375.00	0%	£500.00	
Provision for pavilion/tennis courts maintenance	£3,300.00	£2,475.00	£0.00	£-2,475.00	0%	£3,300.00	
TOTAL	£48,110.00	£36,082.50	£26,174.57	£-9,907.93	54%	£21,935.43	

General Admin							
Professional services	£9,950.00	£7,462.50	£2,791.39	£-4,671.11	28%	£7,158.61	Still awaiting solicitors bill for CMSA lease
Staff training and prof fees	£1,430.00	£1,072.50	£1,959.75	£887.25	137%	£-529.75	New Clerk and Deputy Clerk training fees.
Member training	£1,200.00	£900.00	£0.00	£-900.00	0%	£1,200.00	
Insurance	£2,000.00	£1,500.00	£1,867.06	£367.06	93%	£132.94	
DAPTC	£1,350.00	£1,012.50	£1,313.76	£301.26	97%	£36.24	
Audit fees	£1,850.00	£1,387.50	£850.00	£-537.50	46%	£1,000.00	
Hire of rooms	£2,400.00	£1,800.00	£0.00	£-1,800.00	0%	£2,400.00	
Advertising	£1,250.00	£937.50	£398.00	£-539.50	32%	£852.00	
Members travelling exps	£185.00	£138.75	£0.00	£-138.75	0%	£185.00	
Chairman's allowance	£1,500.00	£1,125.00	£28.00	£-1,097.00	2%	£1,472.00	
Parish Newsletter	£2,500.00	£1,875.00	£0.00	£-1,875.00	0%	£2,500.00	
Publications & subscriptions	£200.00	£150.00	£245.50	£95.50	123%	£-45.50	The reference books used by the Clerk were all out of date and new versions purchased to facilitate the CilCA, ILCA and day to day working.
Website/software/comp maint	£2,500.00	£1,875.00	£3,621.96	£1,746.96	145%	£-1,121.96	The facilitating of home working with IT packages which could not have been foreseen when the 2020-21 budget was set.
PWLB loan interest	£1,400.00	£1,050.00	£830.96	£-219.04	59%	£569.04	
Election costs	£2,000.00	£1,500.00	£0.00	£-1,500.00	0%	£2,000.00	
Miscellaneous	£36.00	£27.00	£31.00	£4.00	86%	£5.00	
Lockyers Hub rent (net of CMYT rent)	£0.00	£0.00	£0.00	£0.00	0%	£0.00	This is included in the CMYT Revenue grant and paid by CMYT direct to Wimborne Academy Trust.
Civic expenses	£0.00	0	0	0	0%	£0.00	
TOTAL	£31,751.00	£23,813.25	£13,937.38	£-9,875.87	44%	£17,813.62	

	ANNUAL BUDGET	EXPECTED TO 31.12.20	ACTUAL TO 31.12.20	BUDGET VARIANCE	% OF BUDGET	COMMENTS
Office Costs						
Postage, Printing & Stationery	£750.00	£562.50	£530.00	£-32.50	71%	£220.00
Telephone/Internet	£650.00	£487.50	£714.57	£227.07	110%	£-64.57
Office Expenses	£7,380.00	£5,535.00	£7,072.26	£1,537.26	96%	£307.74
						Vandalism repairs and facilitating home working equipment account for additional expenditure
TOTAL	£8,780.00	£6,585.00	£8,316.83	£1,731.83	95%	£463.17
Climate Change event and measures						
	£2,000.00	£500.00	£0.00	£-500.00	0%	£2,000.00
Vehicles & Plant						
Licence & Insurance	£1,600.00	£1,200.00	£2,050.67	£850.67	128%	£-450.67
Petrol/Repairs	£6,000.00	£4,500.00	£2,128.34	£-2,371.66	35%	£3,871.66
						Additional vehicle to insure
TOTAL	£7,600.00	£5,700.00	£4,179.01	£-1,520.99	55%	£3,420.99
Cemeteries						
Insurance	£340.00	£170.00	£266.34	£96.34	78%	£73.66
Rates and utilities	£2,795.00	£1,397.50	£2,626.62	£1,229.12	94%	£168.38
Repairs & maintenance	£3,200.00	£1,600.00	£1,396.74	£-203.26	44%	£1,803.26
TOTAL	£6,335.00	£3,167.50	£4,289.70	£1,122.20	68%	£2,045.30
Grants to outside organisations						
Small grants programme/donations	£7,500.00	£5,625.00	£50.00	£-5,575.00	1%	£7,450.00
Youth Trust revenue grant	£36,350.00	£27,262.50	£19,710.09	£-7,552.41	54%	£16,639.91
						£7,551.91 has been returned as staff were furloughed. Rent adjustments will be returned at year end.
Corfe Mullen Village Hall - contribution to improvements	£15,000.00	£11,250.00	£15,000.00	£3,750.00	100%	£0.00
Carnival Christmas Tree Project	£500.00	£375.00	£0.00	£-375.00	0%	£500.00
						Purchase of this is due in the final quarter.
TOTAL	£59,350.00	£44,512.50	£34,760.09	£-9,752.41	59%	£24,589.91
Street lighting/signs/ bus shelters						
	£1,800.00	£900.00	£4,053.16	£3,153.16	225%	£-2,253.16
						£800 grant will be offset for fingerposts
Allotments						
Rent of land	£1.00	£0.75	£0.00	£-0.75	0%	£1.00
Water	£750.00	£562.50	£0.00	£-562.50	0%	£750.00
Maintenance	£2,400.00	£1,800.00	£4,558.19	£2,758.19	190%	£-2,158.19
						Ongoing issues with the allotment site, with more repairs still required.
Legal fees new site	£0.00	£0.00	£0.00	£0.00	N/A	£0.00
Compensation	£0.00	£0.00	£-200.00	£-200.00	N/A	£200.00
						Compensation cheques x 2 not cashed
TOTAL	£3,151.00	£2,363.25	£4,358.19	£1,994.94	138%	£-1,207.19
TOTAL EXPENDITURE						
	£411,994.38	£305,962.04	£256,909.36	£-49,052.68	62%	£155,085.02
Net surplus/(deficit)	£-79,560.38	£18,276.72	£65,459.35	£47,182.63		
EXCEPTIONAL AND CAPITAL INCOME						
Capital Grant - Finger Post CPRE	£0.00		£800.00	£-800.00	N/A	
CIL receipts	£5,000.00		£6,248.48	£-1,248.48	125%	
Section 106 Receipts	£0.00		£124,344.40	£-124,344.40	N/A	
TOTAL EXCEPTIONAL INCOME	£5,000.00		£131,392.88	£-126,392.88	2628%	

	ANNUAL BUDGET	EXPECTED TO 31.12.20	ACTUAL TO 31.12.20	BUDGET VARIANCE	% OF BUDGET	COMMENTS
EXCEPTIONAL AND CAPITAL EXPENDITURE						
PWLB Loan repayments	£9,300.00		£9,452.84	-£152.84	102%	
Earmarked reserves:						
Plant replacement	£2,500.00		£0.00	£2,500.00	0%	
Display boards	£1,200.00		£0.00	£1,200.00	0%	
Litter/dog bin replacements	£2,500.00		£0.00	£2,500.00	0%	
Accessibility enhancements	£5,000.00		£0.00	£5,000.00	0%	
Allotments impts	£2,000.00		£17,650.00	£2,000.00	883%	Compost Bays and Drainage work
Highways impts net of CIL 20-21	£10,000.00		£4,294.46	£5,705.54	43%	Bus Shelter Wareham Road
Towers Way fence (net of CIL)	£0.00		£0.00	£0.00	0%	
Van	£25,000.00		£16,510.83	£8,489.17	66%	
CIL expenditure: Henbury 19-20, highways enhancements 20-21	£5,000.00		£2,413.00	£2,587.00	48%	Additional Mulch at Henbury
Office hardware	£0.00		£1,322.44	-£1,322.44	N/A	There was not budget provision for the desk and IT equipment required for new DC.
TOTAL EXCEPTIONAL EXPENDITURE	£62,500.00		£51,643.57	£28,506.43	83%	



FINANCE AND ADMINISTRATION COMMITTEE – REPORT

Meeting Date: 12 January 2021

Agenda Item: FA 20/13

Paper: D

Subject:	Small Grants Programme 2020/21 and Revenue Grant Application
Purpose of Report:	To consider applications received for small grants.
Background:	<p>Each year the Town Council set aside an agreed sum within the budget for small grants to be made to local organisations.</p> <p>The criteria for a grant to be awarded is set out in the “Grants to local organisations: Criteria and Guidance”, and applicants are expected to meet a number of requirements including providing their financial information and details of other grants applied for and/or awarded.</p>
Key Points:	<p>Small Grants Applications</p> <ul style="list-style-type: none"> • The budget for small grants in the 2020/21 financial year is £7,500 in total. • 12 organisations have applied for a small grant. • The total amount of small grant requests is £10,995.81, leaving a shortfall of £3,546 if all grants were granted in full. • £50 has already been donated to the poppy appeal for the wreath laid on Remembrance Sunday. • It is clearly not possible to award all the applications in full due to the set budget. <p>The Committee should consider each application as set out in Appendix 1 and decide how much of the grant, if at all, should be granted.</p> <p>The Clerk has made a recommendation for each application to try and achieve a balance for the total funds available (Appendix 2). The recommendations are based on the amount of benefit to Corfe Mullen Residents, cash already held, other grants, donations or payments received, and grants awarded in previous years.</p> <p>Revenue Grant Application</p> <p>The Revenue Grant Application from Corfe Mullen Youth Trust has also been received in respect of Rent and Salary Costs for the total of £36,540. Details can be found in Appendix 3.</p> <p>The Town Council unanimously agreed to support the Youth Trust Revenue Grant for 2021-2022 at last year’s grant award meeting, therefore the 2021-2022 application is for information and noting only.</p> <p>Ongoing support, including the level of support will need consideration going forward into the 2022-2023 budget next year.</p>
Implications:	<p>Small Grants Applications – awarding all the grants requested would create an overspend of £3,546.</p> <p>Revenue Grant Application – continuation of the grant at its current level in future years will result in the depletion of the Town Council’s reserves, resulting in less money available for other projects. Grant funding from alternative sources, although not consistent, would</p>

	<p>provide additional funds relieving the Town Council of such a large commitment.</p> <p>Not providing the funding would leave the Youth Trust with an unsustainable future.</p>
Recommendation:	<p>To consider the applications along with the recommendation and agree each grant award accordingly.</p>

Nicola Gray
Town Clerk

Appendix 1

Organisation	No. of beneficiaries	Project for which grant sought	Cash held	Project Cost £	Requested £	Last Year's Grant, if any	Notes
East Dorset Beekeepers Association	Whole community	Monitoring of invasive Species (Asian Hornet) by 20 residents	3748.71	170	170	None	The charity has received donations totalling £12, subscriptions of £831.25 and has delivered training totalling £450. The charity offers a swarm collection service to Core Mullen Residents when required whilst also providing education on bees and beekeeping.
Phelipps Charity	If £25 vouchers given, a total of 18 households would benefit.	Supermarket Shopping Vouchers distributed at Christmas to alleviate food poverty and to provide grants towards the cost of equipment for young people starting out in their career.	15,216	Varies upon number of applicants	500	400	The Charity has received a donation of £100 from a local business and it is endeavouring to raise funds from other sources but Covid-19 has hampered this effort.
Corfe Mullen Foodbank	circa 500 Corfe Mullen Residents	Foodbank	3,497.05	520.81	520.81	Not applied for previously, donations have been given via the Phelipps Charity shopping vouchers.	The foodbank Has provided a full breakdown of its range of initiatives within this project. They include Cooking Bags, Children Snack bags, Holiday Hunger, Toilet Bags, Aprons and publicity tools such as banners.

Appendix 1

Organisation	No. of beneficiaries	Project for which grant sought	Cash held	Project Cost £	Requested £	Last Year's Grant, if any	Notes
Radio Wimborne	Open to all residents of Corfe Mullen to listen in online and incorporates Wimborne, Merley, Corfe Mullen, Broadstone, Colehill, Ferndown and rural East Dorset.	Part of a fund-raising initiative to put Radio Wimborne onto the FM platform following the granting of its OffCom licence in March 2020, which will open it up to a greater number of listeners.	3,277	7,675	1,000	Not applied for previously.	Grants have been awarded from Wimborne Town Council (£2,000), Dorset Council (1,400) and The National Lottery (£1000)
Citizens Advice East Dorset	Mainly East Dorset but also covers the wider Dorset Area with 95 residents of Corfe Mullen being assisted with 314 issues.	An ongoing advice service providing free, independent, confidential and impartial advice.	47,120	9,500 based on 2019/20 figures	2,000	1,650	A total of £124,838 was received in grants from Dorset Council and other Towns and Parish Councils, including Corfe Mullen. Annual running costs average £199,757 and costs approximately £100 per client to provide the service.
Vision Wimborne Dial-a-ride	Approximately 10% of the Residents of Corfe Mullen benefit based on 2019 figures.	To ensure the day to day running costs of the wheelchair enabled vehicle service with volunteer drivers to take clients to various appointments and classes can continue.	14,857.96 (only profit and loss accounts provided with no indication of actual cash in bank)	None specified, as ongoing costs.	500	100	Other grants received have been from Colehill Parish Council (£500) and Waitrose Community Matters (£386).
Corfe Mullen Carnival	Approximately 5000 attend the carnival with around 600 young people taking part in the procession.	Assistance for Toilets, Medical and Fencing.	14,786.27	10,000	1,250	600	No other grants applied for although a number of sponsorships are generated throughout the year.
Growing Compassionate Communities	Approximately 100 to 200 residents.	Purchase of gardening equipment for	7,250	800	800	350	No accounts provided, just bank statement showing income and expenditure, and final balance. No other grants received.

Appendix 1

Organisation	No. of beneficiaries	Project for which grant sought	Cash held	Project Cost £	Requested £	Last Year's Grant, if any	Notes
		community recently acquired allotment					
Legs and Company Leg Club	89 members of which 29-32 are seen depending upon need.	Fundraising for portable electric couches, helping nurses to treat patients without kneeling on the floor for prolonged periods of time.	Not known	3000	1500	500	No other grants yet applied for and no accounts supplied.
Corfe Mullen Carnival Christmas Lights Appeal Fund	The whole community of Corfe Mullen plus visitors and those who regularly pass through the village on their commute.	A rolling programme introducing lights and Christmas Trees across Corfe Mullen.	Not Known as no details supplied, assume this is part of the Carnival Committee	7,500	2,000	N/A	This is in addition to the Carnival grant, specifically for the Christmas lights which was agreed to be supported by the Town Council in 2018. Local Businesses have donated over £3,500 and a GoFundMe Page raised over £1,000. The Carnival Committee has donated £2,500 from its reserves.
Corfe Mullen 5K run and Children's one-mile fun run	217 adults and 127 children took part in 2019.	To cover the first Aid for the event	Not Known as no details supplied, assume this is part of the Carnival Committee	255	255	150	The money raised by the event is used to support the Corfe Mullen Carnival annual charities.
East Dorset Tourist Information Centre	unknown but mainly visitors/tourists	Ongoing running costs	Unknown	Unknown	500	500	No accounts provided. Dorset Council donated £28,000 under a Service Level Agreement to provide a Tourist Information Centre.

Total Grant fund 2020/21	7,500	
Total Grants Requested 2020/2021	10995.81	
Already donated	50	Poppy Appeal
Total Grant Fund Remaining	-3,546	

Organisation	Project Cost £	Requested £	Suggested £
East Dorset Beekeepers Association	170	170	170
Phelipps Charity	Varies upon number of applicants	500	250
Corfe Mullen Foodbank	520.81	520.81	580.81
Radio Wimborne	7,675	1,000	500
Citizens Advice East Dorset	9,500 based on 2019/20 figures	2,000	1500
Vision Wimborne Dial-a-ride	None specified, as ongoing costs.	500	250
Corfe Mullen Carnival	10,000	1,250	800
Growing Compassionate Communities	800	800	350
Legs and Company Leg Club	3000	1500	1000
Corfe Mullen Carnival Christmas Lights Appeal Fund	7,500	2,000	1500
Corfe Mullen 5K run and Children's one-mile fun run	255	255	150
East Dorset Tourist Information Centre	Unknown	500	400

Total: £10,995.81 £7,450.81

Plus £50 Remembrance Sunday Donation already made

£7,500.81

Revenue Grant Application

Corfe Mullen Youth Trust have applied for £36,540, which is a total of £6,435 rent and £30,105 salary costs. Supporting information with the application states: -

The Trust is seeking revenue funding for the major fixed costs being rent and salaries. With these being covered, the remaining fixed costs can be funded from membership income and depending on membership numbers the Trust are then able to use any surplus to build back up the reserves which will have been depleted from the unexpected loss of membership income due to the club closure for Covid-19.

The budget has been based on the re-opening of the Youth Club after Easter with the same limited numbers currently prescribed but building up after the summer break with the hope that the effect of the vaccine will allow some return to normality.

The Town Council unanimously agreed to support the Youth Trust for 2021-22 with a view to the Trust seeking funding from alternative sources going forward and smaller grants being awarded from the Town Council in future years. There has been no fundraising or donations during the 2020-21 year, which can be attributed to the Covid-19 pandemic. However, the usual small amount of funding from Duke of Edinburgh Award Scheme was received.

The Town Council should consider the level of commitment to the Youth Trust going forward due to its own expenditure commitment and current reserves, given any projects it is planning to carry out in future years. The need to maintain the Town Council reserves in order to aid funding of the upgrade of the pavilion at the recreation ground, does benefit the Youth Trust as there is an option to incorporate facilities for a club at the site should public consultation agree. This is some years away, however, and the funding of the Trust should be considered in the interim period.



FINANCE AND ADMINISTRATION COMMITTEE – REPORT

Meeting Date: 12 January 2021

Agenda Item: FA 20/12

Paper: E

Subject:	Budget and Precept Setting 2021/22
Purpose of Report:	To agree the budget for 2021-22 along with subsequent Precept for recommendation to Full Council.
Background:	Each year the Council agrees its income and expenditure budget which in turn determines the precept to be applied for from Dorset Council.
Key Points:	<p><u>Budget</u></p> <p>The following should be noted in respect of income for the 2021-22 financial year: -</p> <p><u>Income</u></p> <p><i>Cemetery</i> – There are now no further burial plots available and only a few ashes plots remaining, therefore income from the cemetery will be significantly reduced.</p> <p><i>Remaining income streams</i> – remain static or reduced based on the current year.</p> <p><i>CIL Receipts</i> – estimated.</p> <p><u>Total Draft Income (not including precept or exceptional income)</u> <u>= £15,110</u></p> <p><u>Expenditure</u></p> <p><i>Employees</i> – the new posts provided for in the previous financial year were amended and the new structure is now in place, therefore no further provision is required. There is no provision for a cost of living or pay award in 2021 as the indication from NALC is that there will be no pay increase awarded in the 2021-22 financial year for Local Authority staff. However, an increase has been factored in, in respect of the contractual agreement for the Clerk and Deputy Clerk rising by 1 SCP on completion of the CiLCA and ILCA qualifications due no later than May and October 2021.</p> <p><i>Staff Travel</i> – has been decreased due to the reduced travel which has taken place and is likely to continue in 2021-22.</p> <p><i>Recreation</i> – an overall increase to facilitate the planned works required in respect of security, increased maintenance due to wear and tear and cleaning provision of public toilets in light of the Covid-19 pandemic.</p> <p><i>Dog Warden</i> – a small increase to cover any additional increase in the charge made from Dorset Council.</p> <p><i>Tree Planting</i> – the increase is to provide funds for a potential project in respect of tree planting which has already been agreed in addition</p>

to possible tree planting for the platinum jubilee in early 2022 which has not yet been agreed.

Pavilion/Tennis Courts – reduced to zero as the lease was agreed to be renewed for a further 2 years.

Professional Services – decreased but still required for possible neighbourhood plan consultancy and initial pavilion investigations.

Staff Training – increased to allow for new grounds staff to receive training and Clerk and Deputy Clerk training.

Hire of Rooms – reduced due to the online meetings continuing and NALC's indication that some meetings would continue to be held virtually with a minimum number held face to face in the future.

Parish Newsletter – reduced as this has not been produced during 2020-21, but consideration for communication to the parish required in respect of any neighbourhood plan, consultations, and potential restart of the newsletter in 2021-22.

Chairman's Allowance – reduced due to lack of expenditure for the last 2 years.

Website/Computer costs – has seen an increase due to the Covid-19 pandemic and result of working from home arrangements. Despite any vaccine, it would be prudent to maintain the arrangements in future to provide resilience for the Town Council.

Election Costs – reduced due to the likelihood of an election not being required in 2021-22, but a modest amount retained as a precaution.

Office Expenses – increased due to the additional member of staff and the proposed security arrangements in respect of CCTV.

Climate Change – reduced due to lack of action because of Covid-19, but modest budget remains for any potential expenditure in 2021-22.

Vehicle and Plant – maintained with modest increase due to the older truck, along with a number of pieces of plant equipment which are also aging, all of which will require increased maintenance.

Allotments – increased due to the maintenance required at the site, including the provision of compost bay turning and potential compensation claim in respect of the flooding issue.

Exceptional and Capital Expenditure

Loan Repayments – based on payment statements forecast for the remaining 3 years.

Plant Replacement – to replace several larger maintenance items such as line painting machine, drill etc., requested by Head Groundsman.

Chapel Repairs – several issues with the chapel have been raised by the Community Services Committee, including exterior works required.

Platinum Jubilee Celebration – the initial jubilee falls within the 2021-22 year with the main bank holiday celebration falling within the 2022-23 financial year. This budget is to provide for any celebration the Town Council may like to consider in addition to the tree planting already budgeted for.

Building revaluation – required every 3-5 years and is due in 2021-22 financial year to provide accurate information to insurers and updating of the Town Council's asset register. The monies cover the surveyor's costs.

Trailer for Grounds Team – request to purchase a trailer to facilitate the movement of the ride on mowers around the village more quickly and efficiently, along with the ability to make less journeys with rubbish and cutting etc, which is beneficial to both cost and environment.

Allotment Improvements – communal shed and other ongoing works not covered in the general allotment budget such as consideration for the flooding issue.

Remaining items are zero as historical but remain in the budget list for comparison information.

Total Draft Expenditure = £444,843

Precept

Dorset Council have advised the Tax Base for Band D properties in Corfe Mullen has reduced by 0.56%, creating a reduction of £1,739.82 on last year's precept.

Council would usually receive a single proposed draft budget and agree any amendment; however, this has been a particularly strange year and the outlook going forward is difficult to predict. Reserves are held to ensure there is a cushion for the Town Council to maintain services and it is recommended the amount held is anything up to 12 months of working capital, and most Councils work with a reserve of 6 months.

The projected reserves as at 31 March 2021 are £187,688, which equates to approximately 6 months of essential expenditure. Members should carefully consider the 3 options in respect of the impact on reserves when considering the precept requirement.

Members should also consider any projects which may be in the pipeline and the impact of the reduction in reserves which may in turn impact the viability of those projects.

Based on the draft income and expenditure above, appendices A, B and C provide 3 options for consideration in respect of the precept to be applied.

	<ul style="list-style-type: none"> • Option 1 provides for an acceptance of the 0.56% tax base reduction resulting in a precept of £310,513.18, a reduction of £1,740, which would result in £0.45 decrease to a Band D property. This would require the Town Council to use £122,720 of its reserves along with regular and exceptional income of £11,609.82. • Option 2 provides for an increase of 9.39% (£29,320) or £8.02 per Band D property, resulting in a precept of £341,573. This would require the Town Council to use £91,660 of its reserves, along with regular and exceptional income of £11,609.82. • Option 3 provides for an increase of 38.74% (£120,980) or £31.61 per Band D Property, resulting in a precept of £433,233. This would require the Town Council to use none of its reserves, just its regular and exceptional income of £11,609.82.
<p>Implications:</p>	<p>Raising the precept during a difficult year financially for the public could be received negatively.</p> <p>To not increase the precept would result in loss of Town Council reserves and subsequently affect future projects being considered for the residents of Corfe Mullen, along with potential reduction in protection of services.</p> <p>Alternative methods to protecting both precept and reserves are to implement expenditure cuts which would impact on the delivery of services within Corfe Mullen.</p>
<p>Recommendation:</p>	<p>To recommend the Committee considers the draft budget and subsequent precept options provided for recommendation to Full Council.</p>

Nicola Gray
Town Clerk

Option A - Precept Decrease

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
INCOME	£	£	£	£	£	£			
Precept	297412	297412	312253	312253	312253	310513	-1740.00	-0.56%	79.73 last year 80.18
Cemetery Fees	14400	17000	12000	6447	7000	3500			
Bank interest	1650	1715	1650	541	600	750			
Allotment Rents	34	1050	1235	1566	1600	1500			
Recreation	860	974	980	1505	2100	850			
FOI income	20	5	20	0	0	0			
Booklet sales	12	25	24	4	4	0			
Other income	60	70	72	53	53	10			
Provision: pavilion/tennis income (3m)	0	0	4200	0	0	0			
TOTAL INCOME	314448	318251	332434	322369	323610	317123			
EXPENDITURE									
Employees	£	£	£	£	£	£			
Salary & wages	162413	169500	193933	138115	170000	246000			
Provision for new posts	0	0	48434	18712	46100	0			
Travelling expenses	500	500	750	14	50	500			
TOTAL	162913	170000	243117	156840	216150	246500			
Recreation	£	£	£	£	£	£			
Grounds maintenance & staff facility, rec and Springdale	34000	30000	35400	22111	35000	39000			
Insurance	531	440	460	389	400	450			
Rent - DCC	550	550	650	0	0	650			
Play Equipment maintenance	2500	7500	2500	2154	4110	2500			
Dog wardening	4000	3705	5000	1520	6000	5500			
Community orchard maintenance	600	100	300	0	0	200			
Tree planting	0	0	500	0	0	2500			
Provision for pavilion/tennis courts	2400	0	3300	0	0	0			
Uniform	0	0	0	0	0	2000			
TOTAL	44581	42295	48110	26175	45510	52800			

Option A - Precept Decrease

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
	£	£	£	£	£	£			
General Admin									
Professional services	2882	4250	9950	2791	6000	9000			
Staff training and prof fees	770	355	1430	1960	2200	2000			
Member training	2000	1500	1200	0	0	1000			
Insurance	2500	2069	2000	1867	1900	2000			
DAPTC	1288	1287	1350	1314	1314	1400			
Audit fees	1550	1750	1850	850	1830	2000			
Hire of rooms	1200	1850	2400	0	0	1000			
Advertising	500	925	1250	398	398	1000			
Members travelling exps	185	150	185	0	0	150			
Chairman's allowance	1500	150	1500	28	28	500			
Parish Newsletter	1885	1955	2500	0	0	1500			
Publications & subscriptions	200	95	200	245	300	500			
Website/software/comp maint	1850	2500	2500	3622	4000	4000			
PWLB loan interest	1300	1073	1400	831	1215	590			
Election costs	10000	4421	2000	0	0	1000			
Miscellaneous	170	100	36	31	50	50			
Lockyers Hub rent (net of CMYT rent)	1854	900	0	0	0	0			
Civic expenses	0	0	0	0	0	0			
TOTAL	31634	25330	31751	13937	19235	27690			
Office Costs	£	£	£	£	£	£			
Postage, Printing & Stationery	915	550	750	530	700	800			
Telephone/Internet	1680	1250	650	715	850	1250			
Office Expenses	7625	7500	7380	7072	8000	9000			
TOTAL	10220	9300	8780	8317	9550	11050			
Climate Change event and measures	0	100	2000	0	0	1000			
Vehicles & Plant	£	£	£	£	£	£			

Option A - Precept Decrease

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
Licence & Insurance	990	990	1600	2051	2200	2500			
Petrol/Repairs	4000	2500	6000	2128	4000	6000			
TOTAL	4990	3490	7600	4179	6200	8500			
Cemeteries	£	£	£	£	£	£			
Insurance	373	309	340	266	270	300			
Rates and utilities	2750	2750	2795	2627	2750	2800			
Repairs & maintenance	2500	5500	3200	1397	2000	2500			
TOTAL	5623	8559	6335	4290	5020	5600			
Grants to outside organisations	£	£	£	£	£	£			
Small grants programme/donations	5650	5900	7500	50	7500	8000			
Youth Centre revenue grant	36619	37221	36350	27263	25000	37000			
Corfe Mullen Village Hall - contribution to improvements	0	0	15000	15000	15000	0			
Carnival Christmas Tree Project	0	475	500	0	500	2500			
TOTAL	42269	43596	59350	42313	48000	47500			
	£	£	£	£	£	£			
Street lighting/signs/bus shelters	5500	2200	1800	4053	4053	2000			
Allotments	£	£	£	£	£	£			
Rent of land	1	1	1	0	1	1			
Water	750	0	750	0	750	1000			
Maintenance	250	2000	2400	4558	5000	5000			
Legal fees new site	0	1297	0	0	0	0			
Compensation	0	0	0	-200	0	1000			
TOTAL	1001	3298	3151	4358	5751	7001			
	£	£	£	£	£	£			
TOTAL EXPENDITURE	308731	308168	411994	264461	359469	409641			

Option A - Precept Decrease

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
Net surplus/(deficit)	5717	10083	-79560	57907	-35859	-92518			
EXCEPTIONAL AND CAPITAL	£	£	£	£	£	£			
Capital Grant - Finger Post CPRE	0	0	0	800	800	0			
CIL receipts	7055	10273	5000	6248	6500	5000			
Section 106 Receipts	0	0	0	124344	124344	0			
TOTAL EXCEPTIONAL INCOME	7055	10273	5000	131393	131644	5000			
	£	£	£	£	£	£			
EXCEPTIONAL AND CAPITAL									
PWLB Loan repayments	8975	9211	9300	9453	9453	9702			
Earmarked reserves:	78945	48202							
Plant replacement			2500	0	1700	2000			
Display boards			1200	0	0	0			
Litter/dog bin replacements			2500	0	500	2000			
Accessibility enhancements	2000	2000	5000	0	0	0			
Allotments impts	10000	4766	2000	17650	20000	7500			
Highways impts net of CIL 20-21	0	5000	10000	4294	4294	2500			
Towers Way fence (net of CIL)	0	13000	0	0	0	0			
Van			25000	16511	16511	0			
CIL expenditure: Henbury 19-20,	7055	10273	5000	2413	2413	0			
New VoIP phones	0	215	0	0	0	0			
Live streaming equipment	0	151	0	0	0	0			
New bus shelter Wareham Road	0	6295	0	0	0	0			
Provision for staffing review/revaluation	2500	0	0	0	0	0			
Chapel Repairs						6000			
Platinum Jubilee Celebration						2000			
Building Revaluation						1000			
Trailer for Grounds staff Team						2500			
TOTAL EXCEPTIONAL EXPENDITURE	109475	99113	62500	50321	54871	35202			
Net exceptional/capital surplus/deficit	-102420	-88840	-57500	81072	76773	-30202			
NET OVERALL SURPLUS/DEFICIT	-96703	-78757	-137060	138979	40914	-122720			

Option A - Precept Decrease

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	<i>Actual</i>	BUDGET	<i>Current</i>	<i>Estimated</i>	<i>Projected</i>			
Transfers to funds	77422	0	0	0	0	0			
Funded from reserves	19281	78757	137060	-138979	-40914	122720			

Option B - Using Some Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
INCOME	£	£	£	£	£	£			
Precept	297412	297412	312253	312253	312253	341573	29320.00	9.39%	88.20 last year 80.18
Cemetery Fees	14400	17000	12000	6447	7000	3500			
Bank interest	1650	1715	1650	541	600	750			
Allotment Rents	34	1050	1235	1566	1600	1500			
Recreation	860	974	980	1505	2100	850			
FOI income	20	5	20	0	0	0			
Booklet sales	12	25	24	4	4	0			
Other income	60	70	72	53	53	10			
Provision: pavilion/tennis income (3m)	0	0	4200	0	0	0			
TOTAL INCOME	314448	318251	332434	322369	323610	348183			
EXPENDITURE									
Employees	£	£	£	£	£	£			
Salary & wages	162413	169500	193933	138115	170000	246000			
Provision for new posts	0	0	48434	18712	46100	0			
Travelling expenses	500	500	750	14	50	500			
TOTAL	162913	170000	243117	156840	216150	246500			
Recreation									
Recreation	£	£	£	£	£	£			
Grounds maintenance & staff facility, rec and Springdale	34000	30000	35400	22111	35000	39000			
Insurance	531	440	460	389	400	450			
Rent - DCC	550	550	650	0	0	650			
Play Equipment maintenance	2500	7500	2500	2154	4110	2500			
Dog wardening	4000	3705	5000	1520	6000	5500			
Community orchard maintenance	600	100	300	0	0	200			
Tree planting	0	0	500	0	0	2500			
Provision for pavilion/tennis courts	2400	0	3300	0	0	0			
Uniform	0	0	0	0	0	2000			
TOTAL	44581	42295	48110	26175	45510	52800			

Option B - Using Some Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
	£	£	£	£	£	£			
General Admin									
Professional services	2882	4250	9950	2791	6000	9000			
Staff training and prof fees	770	355	1430	1960	2200	2000			
Member training	2000	1500	1200	0	0	1000			
Insurance	2500	2069	2000	1867	1900	2000			
DAPTC	1288	1287	1350	1314	1314	1400			
Audit fees	1550	1750	1850	1830	1830	2000			
Hire of rooms	1200	1850	2400	0	0	1000			
Advertising	500	925	1250	398	398	1000			
Members travelling exps	185	150	185	0	0	150			
Chairman's allowance	1500	150	1500	28	28	500			
Parish Newsletter	1885	1955	2500	0	0	1500			
Publications & subscriptions	200	95	200	245	300	500			
Website/software/comp maint	1850	2500	2500	3622	4000	4000			
PWLB loan interest	1300	1073	1400	831	1215	590			
Election costs	10000	4421	2000	0	0	1000			
Miscellaneous	170	100	36	31	50	50			
Lockyers Hub rent (net of CMYT rent)	1854	900	0	0	0	0			
Civic expenses	0	0	0	0	0	0			
TOTAL	31634	25330	31751	14917	19235	27690			
Office Costs	£	£	£	£	£	£			
Postage, Printing & Stationery	915	550	750	530	700	800			
Telephone/Internet	1680	1250	650	715	850	1250			
Office Expenses	7625	7500	7380	7072	8000	9000			
TOTAL	10220	9300	8780	8317	9550	11050			
Climate Change event and measures	0	100	2000	0	0	1000			
Vehicles & Plant	£	£	£	£	£	£			

Option B - Using Some Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22		
	BUDGET	Actual	BUDGET	Current	Estimated	Projected		
Licence & Insurance	990	990	1600	2051	2200	2500		
Petrol/Repairs	4000	2500	6000	2128	4000	6000		
TOTAL	4990	3490	7600	4179	6200	8500		
Cemeteries	£	£	£	£	£	£		
Insurance	373	309	340	266	270	300		
Rates and utilities	2750	2750	2795	2627	2750	2800		
Repairs & maintenance	2500	5500	3200	1397	2000	2500		
TOTAL	5623	8559	6335	4290	5020	5600		
Grants to outside organisations	£	£	£	£	£	£		
Small grants programme/donations	5650	5900	7500	50	7500	8000		
Youth Centre revenue grant	36619	37221	36350	19710	25000	37000		
Corfe Mullen Village Hall - contribution to improvements	0	0	15000	15000	15000	0		
Carnival Christmas Tree Project	0	475	500	0	500	2500		
TOTAL	42269	43596	59350	34760	48000	47500		
	£	£	£	£	£	£		
Street lighting/signs/bus shelters	5500	2200	1800	4053	4053	2000		
Allotments	£	£	£	£	£	£		
Rent of land	1	1	1	0	1	1		
Water	750	0	750	0	750	1000		
Maintenance	250	2000	2400	4558	5000	5000		
Legal fees new site	0	1297	0	0	0	0		
Compensation	0	0	0	-200	0	1000		
TOTAL	1001	3298	3151	4358	5751	7001		
	£	£	£	£	£	£		
TOTAL EXPENDITURE	308731	308168	411994	257889	359469	409641		

Option B - Using Some Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22		
	BUDGET	Actual	BUDGET	Current	Estimated	Projected		
Net surplus/(deficit)	5717	10083	-79560	64480	-35859	-61458		
EXCEPTIONAL AND CAPITAL	£	£	£	£	£	£		
Capital Grant - Finger Post CPRE	0	0	0	800	800	0		
CIL receipts	7055	10273	5000	6248	6500	5000		
Section 106 Receipts	0	0	0	124344	124344	0		
TOTAL EXCEPTIONAL INCOME	7055	10273	5000	131393	131644	5000		
	£	£	£	£	£	£		
EXCEPTIONAL AND CAPITAL								
PWLB Loan repayments	8975	9211	9300	9453	9453	9702		
Earmarked reserves:	78945	48202						
Plant replacement			2500	0	1700	2000		
Display boards			1200	0	0	0		
Litter/dog bin replacements			2500	0	500	2000		
Accessibility enhancements	2000	2000	5000	0	0	0		
Allotments impts	10000	4766	2000	17650	20000	7500		
Highways impts net of CIL 20-21	0	5000	10000	4294	4294	2500		
Towers Way fence (net of CIL)	0	13000	0	0	0	0		
Van			25000	16511	16511	0		
CIL expenditure: Henbury 19-20,	7055	10273	5000	2413	2413	0		
New VoIP phones	0	215	0	0	0	0		
Live streaming equipment	0	151	0	0	0	0		
New bus shelter Wareham Road	0	6295	0	0	0	0		
Provision for staffing review/revaluation	2500	0	0	0	0	0		
Chapel Repairs						6000		
Platinum Jubilee Celebration						2000		
Building Revaluation						1000		
Trailer for Grounds staff Team						2500		
TOTAL EXCEPTIONAL EXPENDITURE	109475	99113	62500	50321	54871	35202		
Net exceptional/capital surplus/deficit	-102420	-88840	-57500	81072	76773	-30202		
NET OVERALL SURPLUS/DEFICIT	-96703	-78757	-137060	145552	40914	-91660		

Option B - Using Some Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	<i>Actual</i>	BUDGET	<i>Current</i>	<i>Estimated</i>	<i>Projected</i>			
Transfers to funds	77422	0	0	0	0	0			
Funded from reserves	19281	78757	137060	-145552	-40914	91660			

Option C - Increase with No Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
INCOME	£	£	£	£	£	£			
Precept	297412	297412	312253	312253	312253	433233	120980.00	38.74%	111.79 last year 80.18
Cemetery Fees	14400	17000	12000	6447	7000	3500			
Bank interest	1650	1715	1650	541	600	750			
Allotment Rents	34	1050	1235	1566	1600	1500			
Recreation	860	974	980	1505	2100	850			
FOI income	20	5	20	0	0	0			
Booklet sales	12	25	24	4	4	0			
Other income	60	70	72	53	53	10			
Provision: pavilion/tennis income (3m)	0	0	4200	0	0	0			
TOTAL INCOME	314448	318251	332434	322369	323610	439843			
EXPENDITURE									
Employees	£	£	£	£	£	£			
Salary & wages	162413	169500	193933	138115	170000	246000			
Provision for new posts	0	0	48434	18712	46100	0			
Travelling expenses	500	500	750	14	50	500			
TOTAL	162913	170000	243117	156840	216150	246500			
Recreation									
Recreation	£	£	£	£	£	£			
Grounds maintenance & staff facility, rec and Springdale	34000	30000	35400	22111	35000	39000			
Insurance	531	440	460	389	400	450			
Rent - DCC	550	550	650	0	0	650			
Play Equipment maintenance	2500	7500	2500	2154	4110	2500			
Dog wardening	4000	3705	5000	1520	6000	5500			
Community orchard maintenance	600	100	300	0	0	200			
Tree planting	0	0	500	0	0	2500			
Provision for pavilion/tennis courts	2400	0	3300	0	0	0			
Uniform	0	0	0	0	0	2000			
TOTAL	44581	42295	48110	26175	45510	52800			

Option C - Increase with No Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
General Admin	£	£	£	£	£	£			
Professional services	2882	4250	9950	2791	6000	9000			
Staff training and prof fees	770	355	1430	1960	2200	2000			
Member training	2000	1500	1200	0	0	1000			
Insurance	2500	2069	2000	1867	1900	2000			
DAPTC	1288	1287	1350	1314	1314	1400			
Audit fees	1550	1750	1850	850	1830	2000			
Hire of rooms	1200	1850	2400	0	0	1000			
Advertising	500	925	1250	398	398	1000			
Members travelling exps	185	150	185	0	0	150			
Chairman's allowance	1500	150	1500	28	28	500			
Parish Newsletter	1885	1955	2500	0	0	1500			
Publications & subscriptions	200	95	200	245	300	500			
Website/software/comp maint	1850	2500	2500	3622	4000	4000			
PWLB loan interest	1300	1073	1400	831	1215	590			
Election costs	10000	4421	2000	0	0	1000			
Miscellaneous	170	100	36	31	50	50			
Lockyers Hub rent (net of CMYT rent)	1854	900	0	0	0	0			
Civic expenses	0	0	0	0	0	0			
TOTAL	31634	25330	31751	13937	19235	27690			
Office Costs	£	£	£	£	£	£			
Postage, Printing & Stationery	915	550	750	530	700	800			
Telephone/Internet	1680	1250	650	715	850	1250			
Office Expenses	7625	7500	7380	7072	8000	9000			
TOTAL	10220	9300	8780	8317	9550	11050			
Climate Change event and measures	0	100	2000	0	0	1000			

Option C - Increase with No Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
Vehicles & Plant	£	£	£	£	£	£			
Licence & Insurance	990	990	1600	2051	2200	2500			
Petrol/Repairs	4000	2500	6000	2128	4000	6000			
TOTAL	4990	3490	7600	4179	6200	8500			
Cemeteries	£	£	£	£	£	£			
Insurance	373	309	340	266	270	300			
Rates and utilities	2750	2750	2795	2627	2750	2800			
Repairs & maintenance	2500	5500	3200	1397	2000	2500			
TOTAL	5623	8559	6335	4290	5020	5600			
Grants to outside organisations	£	£	£	£	£	£			
Small grants programme/donations	5650	5900	7500	50	7500	8000			
Youth Centre revenue grant	36619	37221	36350	19710	25000	37000			
Corfe Mullen Village Hall - contribution to improvements	0	0	15000	15000	15000	0			
Carnival Christmas Tree Project	0	475	500	0	500	2500			
TOTAL	42269	43596	59350	34760	48000	47500			
	£	£	£	£	£	£			
Street lighting/signs/bus shelters	5500	2200	1800	4053	4053	2000			
Allotments	£	£	£	£	£	£			
Rent of land	1	1	1	0	1	1			
Water	750	0	750	0	750	1000			
Maintenance	250	2000	2400	4558	5000	5000			
Legal fees new site	0	1297	0	0	0	0			
Compensation	0	0	0	-200	0	1000			
TOTAL	1001	3298	3151	4358	5751	7001			
	£	£	£	£	£	£			

Option C - Increase with No Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	Actual	BUDGET	Current	Estimated	Projected			
TOTAL EXPENDITURE	308731	308168	411994	256909	359469	409641			
Net surplus/(deficit)	5717	10083	-79560	65460	-35859	30202			
EXCEPTIONAL AND CAPITAL	£	£	£	£	£	£			
Capital Grant - Finger Post CPRE	0	0	0	800	800	0			
CIL receipts	7055	10273	5000	6248	6500	5000			
Section 106 Receipts	0	0	0	124344	124344	0			
TOTAL EXCEPTIONAL INCOME	7055	10273	5000	131393	131644	5000			
	£	£	£	£	£	£			
EXCEPTIONAL AND CAPITAL									
PWLB Loan repayments	8975	9211	9300	9453	9453	9702			
Earmarked reserves:	78945	48202							
Plant replacement			2500	0	1700	2000			
Display boards			1200	0	0	0			
Litter/dog bin replacements			2500	0	500	2000			
Accessibility enhancements	2000	2000	5000	0	0	0			
Allotments impts	10000	4766	2000	17650	20000	7500			
Highways impts net of CIL 20-21	0	5000	10000	4294	4294	2500			
Towers Way fence (net of CIL)	0	13000	0	0	0	0			
Van			25000	16511	16511	0			
CIL expenditure: Henbury 19-20,	7055	10273	5000	2413	2413	0			
New VoIP phones	0	215	0	0	0	0			
Live streaming equipment	0	151	0	0	0	0			
New bus shelter Wareham Road	0	6295	0	0	0	0			
Provision for staffing review/revaluation	2500	0	0	0	0	0			
Chapel Repairs						6000			
Platinum Jubilee Celebration						2000			
Building Revaluation						1000			
Trailer for Grounds staff Team						2500			
TOTAL EXCEPTIONAL EXPENDITURE	109475	99113	62500	50321	54871	35202			
Net exceptional/capital surplus/deficit	-102420	-88840	-57500	81072	76773	-30202			

Option C - Increase with No Reserves

	2019-2020	to 31.03.20	2020-21	to 31.12.20	to 31.03.21	2021-22			
	BUDGET	<i>Actual</i>	BUDGET	<i>Current</i>	<i>Estimated</i>	<i>Projected</i>			
NET OVERALL SURPLUS/DEFICIT	-96703	-78757	-137060	146532	40914	0			
Transfers to funds	77422	0	0	0	0	0			
Funded from reserves	19281	78757	137060	-146532	-40914	0			