



HYTHE AND DIBDEN PARISH COUNCIL

The Grove, 25 St. John's Street, Hythe, Hampshire SO45 6BZ

Serving the communities of Dibden, Dibden Purlieu and Hythe

DAVID SHIMPE Clerk to the Council

Tel: (023) 8084 1411

Ext: 207

Fax: (023) 8084 2181

email:david.shimpe@btconnect.com

To:

All Members of the Council
District and County Councillors for the Parish

AGCOU149

8 December 2011

Members of the Council

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, The Grove, 25 St. John's Street, Hythe on Wednesday next, 14 December 2011, at 8.00 pm.

Yours faithfully

Clerk to the Council

AGENDA

1. Apologies for absence.
2. To note any declaration of interest made by Members in connection with an Agenda item. The nature of the interest must be specified.
3. To consider and approve the Minutes of the Meeting of the Council held on 9 November 2011.
4. Public Forum -- up to 15 minutes will be allowed in accordance with Standing Order 17 for the Public Forum.
5. Chairman's Announcements.
6. Reports of the County Councillors on County Council matters concerning the Parish.
7. Reports of District Councillors on District Council matters concerning the Parish.
8. Reports of Representatives on Outside Bodies.
9. Questions to District, County Councillors and representatives on Outside Bodies arising from their reports.



10. Questions under Standing Orders 25 and 26.
11. To receive and adopt the attached Minutes of the following Committees: -
 - a) Planning 9 November 2011
12. Renewal of SLA with Hampshire County Council in respect of the Accredited Community Safety Officer Service.
13. Proposed Budget Fees and Charges and Precept for 2012/13.
14. Acceptance of Tender – Workshop Compound Fence (Minute No. 18/11 refers).
15. Power of “Well Being” – To formally pass resolution that confirms the Council’s ability to exercise the power of well being.
16. Signing of documents –
Lease between Oaklands Residential Lettings and Hythe and Dibden Parish Council in respect of office accommodation at The Grove.
17. Accounts for payment.

HYTHE AND DIBDEN PARISH COUNCIL

AGENDA NOTES FOR THE MEETING OF THE COUNCIL

14 DECEMBER 2011

Item 12 Renewal of SLA with Hampshire County Council in respect of the Accredited Community Safety Officer Service

The current three year SLA comes to an end on the 31 March 2012. During the period of the current SLA, improvements have been made to the service e.g. introduction of split shifts and lone working resulting in additional cover and introduction of a regular community safety messaging system.

Members will also be aware that the last time the SLA was renewed the cost was discounted over three years. Following negotiations it has been agreed to continue this arrangement for the next three years. As a result the proposed cost for 2012/13 will be £57430. Future increases will be based on inflation.

Members are asked to confirm that the SLA should be renewed for a further three years.

Item 13 Proposed Budget Fees and Charges and Precept for 2012/13

Background

The Council's precept for an average band 'D' property has remained constant at £70.44 for the last three years and unlike the principle authorities the Parish Council has not received any government funding towards the Council's increased costs.

The draft budget for 2012/13 has been prepared on the following basis.

- a) Any increase should be kept to a minimum whilst maintaining or enhancing services as agreed by the Council.
- b) Where possible, cost savings have been identified.
- c) Income expectations have been reviewed in light of the current economic climate and projected usage.
- d) Allotment holders to reimburse the total cost of water usage (implementation of second phase).
- e) Fees and charges not covered by contractual arrangements are increased in line with the Consumer Price Index for September 2011 (5.2%).

Attached at Appendix are copies of the proposed budget for each area of income and expenditure, along with a proposed list of charges, anticipated cash flow and the proposed precept for 2012/13.

Detailed Considerations

CPI

During the period since the last increase in precept the CPI has risen by 9.8%. The CPI for September 2011 is 5.2%. Each budget head has been reviewed individually and adjusted as appropriate.

In order to achieve the constraints set out above the main changes that have been made to the budget are as set out below.

Income

Current Income 2011/12 £74398.00

Allotments

The water income has been increased to reflect the full reimbursement of all water costs on allotments + £450.00

Parish Hall and Clayfields Sports Centre

Over the last two years the income from the Parish Hall and Clayfields has failed to achieve the budgeted income. Members received a report on Clayfields at the meeting on 9 November 2011.

In respect of the Parish Hall work is underway to promote the times when the hall is available. This tends to be when the more expensive hire fees are due e.g. Friday evenings and Saturdays. As there are very few bookings at these times it is suggested that the charges are reduced to £50.00 (Existing fee £118.37) for Friday evening parties/dances, and the same as Monday to Thursday (Existing fee £51.81) for meetings. Saturdays £25.00 morning (existing fee £69.22), £40.00 afternoon (Existing fee £69.22), £50.00 evenings (Existing fee £105.16) and £100 all day (Existing fee £174.38).

There has also been potential commercial bookings which have not come to fruition due to the numbers not initially turning up, but the organiser still being liable for the hiring fee including the 25% mark-up. Members have agreed at the meeting on 9 November 2011 to give the Clerk delegated powers to waive this charge for a period of time.

In view of the above and taking account of the current economic climate the following adjustments have been made to the expected income from the Parish Hall and Clayfields.

Parish Hall	- £694.00
Clayfields	- £3525.00

Interest rates have remained low and show no signs of increasing in the near future. The estimated bank interest income for the last two years included for a potential increase in rates which did not happen. The bank interest has been reduced to reflect this

Investment income	- £1600.00
Increase in other charges	+£854.00

Anticipated income 2012/13 £69883.00

Expenditure

Current expenditure 2011/12 £626852.00

Amenities

Salaries and wages are as agreed by the Personnel Committee. + £1464.00

Insurance - £500.00

Clayfields

The contingency amount has not been spent, however supplies and services are likely to exceed budget therefore it is proposed that

Supplies and services	+ £500.00
Contingency	- £1500.00

General

Vehicle/Plant Maintenance and petrol and diesel has been increased based on current costs. + £1747.00

Non core –

Locking and unlocking Noads Way has been amended to include locking the zip wire at Ewart Recreation Ground Fridays and weekends all year + £1177.00

Youth Worker project

Increased following the presentation by the HANDY Trust at the September Council meeting. + £5500.00

General Purposes

Salaries are as agreed by the Personnel Committee. Business rates and insurance budget heads reflect the current costs plus inflation (CPI) and take account of savings recently achieved.

Business rates	- £1260.00
Insurance	- £741.00

Special Funds

The Parish Hall roof is in need of refelting at an approximate cost of £30,000. In order to cover the cost of refelting, the following changes have been made to the special funds.

9024	New telephone system reduce by	£2000.00
9036	New toilet, The Grove reduce by	£4100.00
8040	CCTV reduce by	£7982.00
9012	Elections – reduce by	£3200.00
9016	Clayfields Consultations reduce by	<u>£7500.00</u>

TOTAL £24782.00

The £24782 to be allocated to the Parish Hall refurbishment fund. In addition as the felt is only guaranteed for 20 years. It is proposed that the refurbishment fund be increased to cover future recovering.

Increase in refurbishment fund Parish Hall + £1000.00

The remaining budget heads have been reviewed and where necessary have been increased + £7550.00

Proposed Expenditure 2012/13 £641789.00

Earmarked and General Balances

The Audit Commission recommends that Council's should hold reserves equivalent to 3 to 6 months of the Council's net expenditure.

It is anticipated that at the end of the current year the Council will have in the region of £179600 ear marked reserves (equates to 3.4 months net expenditure) and £207900 in general reserves (equates to 3.9 months net expenditure).

Earmarked Reserves

The ear marked reserves are set aside for the ongoing maintenance and refurbishment of all the Council's buildings and play areas and projects identified by the Council.

The Council decided to budget for the refurbishment etc over a number of years. In order to ensure that local residents do not face large rises on a year by year basis to pay for them. As a result contributions are made to ear marked funds each year. In addition the Council has to fund the cost of holding Parish Elections every four years and funding any by-elections, as the cost is between £8000 and £12000 for each full election, a contribution is made to this ear marked fund each year.

It is anticipated the cost of the last election process is £3500 which leaves approximately £12000 in the election fund. It is proposed that the £3200 that would normally have been allocated to elections in 2012/13 be allocated to the Parish Hall refurbishment fund.

A schedule of earmarked reserves is attached.

General Reserves

General reserves are held to cover any unforeseen or "one off" expenditure.

Hythe Library is facing a reduction in opening hours. In order to avert this Officers have been discussing options with Hampshire County Council. A partnership arrangement has been suggested by HCC which could see the installation of self service booths, associated IT and a new counter configuration. The above will require a one off capital contribution and the Parish Council is being asked to contribute around £20000. If the Council wishes to make this contribution the estimated general reserves will be £187900 which will reduce the general reserves to approximately 3.5 months net expenditure.

The key features of the proposed budget are:-

- Continuation of existing services
- Increased availability of zip wire at Ewart Recreation Ground now seven days a week
- Increased contribution to Youth Provision
- Enhancement of floral displays
- No reduction in the library opening hours

The tax base for 2012/13 is 7854.20 which means, using the above figures, the amount payable by an average band 'D' will be £72.82 per annum (currently £70.44) which equates to an increase of 4.6 pence per week.

Members are asked to:

- a) Agree the budget, fees and precept for 2012/13.
- b) Agree to earmark around £20000 of balances to enable capital works at Hythe Library to be implemented which will enable the current opening hours to be maintained.

Item 14 Acceptance of Tender – Workshop Compound Fence (Minute No. 18/11 refers)

The Council has previously earmarked £8800 for the provision of a new 2.4 metre galvanized steel palisade fence at the workshop compound.

Planning consent was granted by New Forest District Council; however a condition for the fence to be painted green was attached. A quotation process was completed and the details are below –

TJM Groundwork
New Forest Fencing
G. Farewells Ltd
Elite Builders

£11896.00

£13632.33

Two companies failed to quote.

In view of the winning quotations being over budget, advice has been sought from the New Forest District Council Planning Officer as to whether or not a planning application would be required for a 1.8 metre galvanized steel palisade fence.

Details are awaited however Members are requested to note the results of the quotation process and to approve the installation of a 1.8 metre galvanized steel fence subject to planning consent not being required and a price close to the budget figure being negotiated.

Item 15. Power of “Well-Being” – To formally pass a resolution that confirms the Council’s ability to exercise the power of well-being.

On the 1 March 2010 the Council formally passed a resolution confirming that it met all the necessary criteria to use the power. However as there was an election during May 2011 it is necessary to pass a new formal resolution as set out below.

Members are asked to resolve that:-

Hythe and Dibden Parish Council having met the criteria as prescribed in the Parish Council’s (power to promote well-being) (Prescribed Conditions) Order 2008 in that

- There is a trained Clerk.
- 100% of the members were elected.
- 100% of Council members have attended a NTS course of training regarding the use of the power of well-being.
- The Council has published a “Statement of Interest for Community Engagement”.

Confirms its eligibility to exercise the power of well-being.

Amenities		Budget 2012/13				
Code	Heading	Actual 2010/11	Budget 2011/12	Actual to 30/09	Balance	Budget 2012/13
INCOME						
ALLOTMENTS						
2100/1	Statutory Rents	1344.93	1364	1028.49	-335.51	1404
2100/5	Deposit and Rotovating	531.00	0	280.00	280.00	0
	Water		450	414.90	-35.10	900
	Sub Total	1875.93	1814	1723.39	-90.61	2304
PARISH HALL						
2200/1	Hire Fees	12265.61	14203	6311.79	-7891.21	13413
2200/3	Water Income	0.00	342	0.00	-342.00	350
2200/4	Deposit Received	1500.00	1603	450.00	-1153.00	1683
2200/5	Bowls Replacement	176.00	160	98.00	-62.00	168
	Sub Total	13941.61	16308	6859.79	-9448.21	15614
CLAYFIELDS						
2310/1	Football pitches	3407.68	5000	951.24	-4048.76	4000
2310/2	Hardcourts	2357.86	4500	1469.87	-3030.13	2725
2310/3	Room Hire	185.03	1000	291.17	-708.83	250
2310/4	Key Deposits	60.00	0	90.00	90.00	0
	Sub Total	6010.57	10500	2802.28	-7697.72	6975.00
EWART RECREATION GROUND						
2300/1	Youth Club Rent	300.00	400	200.00	-200.00	400
2300/2	H&D Sports Club Rent	1211.00	1210	605.50	-604.50	1210
	Sub Total	1511.00	1610	805.50	-804.50	1610
2400	FOOTBALL FEES	2072.38	1651	1470.29	-180.71	1734
2250	Workshop parking	2400.00	0	0.00	0.00	0
1955	Sponsorship - Promenade seats	0.00	0	1500.00	1500.00	0
2510	Sponsorship - Roundabouts	100.00	400	0.00	-400.00	400
	Sub Total	4572.38	2051	2970.29	919.29	2134
	Total Income	27911.49	32283.00	15161.25	-17121.75	28637

Amenities		Budget 2012/13				
Code	Heading	Actual 2010/11	Budget 2011/12	Actual to 30/09	Balance	Budget 2012/13
EXPENDITURE						
WAGES						
1000/1	Maintenance Team	129444.65	133566	69258.46	64307.54	133520
1000/2	Parish Hall + The Grove	16757.79	19290	7853.66	11436.34	20800
	Sub Total	146202.44	152856	77112.12	75743.88	154320
WORKSHOP						
1100/1	Gas	467.86	750	167.28	582.72	750
1100/2	Electricity	394.81	450	181.77	268.23	450
1100/3	Telephone	883.15	900	477.06	422.94	940
1100/4	Business Rates	2993.38	2887	2018.00	869.00	3600
1100/5	Insurance	1643.52	1679	1317.30	361.70	1429
1100/6	Water	63.29	120	68.34	51.66	120
	Sub Total	6446.01	6786	4229.75	2556.25	7289
PARISH HALL						
1200/1	Gas	1107.40	1862	287.15	1574.85	1862
1200/2	Electricity	686.31	911	422.34	488.66	911
1200/3	Telephone expenses	226.80	257	104.80	152.20	270
1200/4	Business Rates	2442.60	2950	1534.70	1415.30	2700
1200/5	Insurance	1243.95	1270	1134.18	135.82	1270
1200/6	Water Charges	286.45	342	122.33	219.67	350
1200/7	Licences	149.64	165	0.00	165.00	165
1200/8	Goods/Maintenance	2069.54	1886	1106.70	779.30	1980
1200/9	Rent	2000.00	2000	1000.00	1000.00	2000
1200/10	Deposit Refund	1509.35	1346	550.00	796.00	1346
	Sub Total	11722.04	12989	6262.20	6726.80	12854
CLAYFIELDS						
1300/1	Gas	948.85	1000	477.06	522.94	1050
1300/2	Electricity	482.50	1000	596.11	403.89	1050
1300/3	Water Charges	1836.08	2750	963.21	1786.79	2880
1300/4	Business Rates	2028.60	2325	1273.70	1051.30	2300
1300/5	Insurance	2927.05	3000	2668.77	331.23	2750
1300/6	Telephone expenses	331.23	250	170.96	79.04	260
1300/7	Supplies and Services	1547.56	1000	1369.39	-369.39	1500
1300/9	Cleaning	788.19	1000	272.10	727.90	1050
1300/10	Contingency	0.00	1500	0.00	1500.00	0
	Sub Total	10890.06	13825	7791.30	6033.70	12840
ALLOTMENTS						
1400/1	Water	1120.33	859	831.38	27.62	900
1400/9	Allotments deposit refunds	190.00	0	80.00	-80.00	0
	Sub Total	1310.33	859	911.38	-52.38	900
EWART RECREATION GROUND						
1500/2	Caretaking	500.00	500	250.00	250.00	500
	Sub Total	500.00	500	250.00	250.00	500

Amenities		Budget 2012/13				
Code	Heading	Actual 2010/11	Budget 2011/12	Actual to 30/09	Balance	Budget 2012/13
	GENERAL					
1600/1/1	Workshop	1621.37	1886	851.38	1034.62	1980
1600/1/2	Vehicle /Plant Maintenance	4414.01	4276	4179.83	96.17	5090
1600/1/3	Petrol and Diesel	5712.84	6650	3536.80	3113.20	7580
1600/1/4	Skip Hire	2524.11	5000	4392.70	607.30	5250
1600/1/5	Tree work and associated matters	13362.00	13362	3663.27	9698.73	13500
1600/1/6	Safety Clothing and Equipment	1471.07	1529	1073.71	455.29	1605
1600/1/7	Grass seed/fert/pesticides	2672.00	2672	2340.51	331.49	2806
1600/1/8	General	4474.16	4700	2756.91	1943.09	4935
1600/2	S R P F Elec	67.51	500	36.85	463.15	500
1600/3	HPFA Subs	25.00	53	0.00	53.00	50
1600/5	Vehicle tax	600.00	770	630.00	140.00	800
1600/6	Floral Displays	4041.81	3741	2946.00	795.00	3928
1600/7	Play equip repairs	1632.10	1711	1618.09	92.91	1797
1600/8	Vandalism	3079.35	2672	757.32	1914.68	2806
1950/1	Forest Front Electricity	0.00	53	0.00	53.00	56
	Sub Total	45697.33	49575	28783.37	20791.63	52682
	DOG FOULING					
1725/2	Dog Waste Bins	538.50	1230	271.42	958.58	1230
	Sub Total	538.50	1230	271.42	958.58	1230
	NON CORE					
1800/3	Woodland Management Scheme	1572.00	1572	0.00	1572.00	1600
1800/7	Locking and Unlocking Noads Way	2927.50	3538	1480.00	2058.00	4715
	Sub Total	4500	5110	1480.00	3630.00	6315
1900/1	Youth Worker Project	9912.00	9912	9912.00	0.00	15412
1900/2	Youth Drop in Centres	3623.50	13210	2511.99	10698.01	13500
	Sub Total	13535.50	23122	12423.99	10698.01	28912
	Total Expenditure	241341.71	266852	139515.53	127336.47	277842

General Purposes		Budget 2012/13				
Code	Heading	Actual 2010/11	Budget 2011/12	Actual to 30/09	Balance	Budget 2012/13
INCOME						
4040	Miscellaneous Income	14261.24	2565	2436.59	-128.41	2693
	THE GROVE					
4700/1	Rents	21416.39	23800	18777.43	-5022.57	23800
4700/2	Service Charges	8288.86	6600	3675.92	-2924.08	6930
4700/3	Room Hire	159.49	105	176.36	71.36	110
4900	Cinema Income	6970.76	5345	1809.31	-3535.69	5612
	Total Income	51096.74	38415	26875.61	-11539.39	39146
Expenditure						
	SALARIES					
3000/1	Telepay Charges	10.00	30	0.00	30.00	30
3000/3	Salaries	152500.46	149576	74806.17	74769.83	149550
	Sub Total	152510.46	149606	74806.17	74799.83	149580
	GENERAL					
3500/2	Postage	1246.19	1918	2.23	1915.77	2000
3500/4	Printing & Stationery	4143.73	5030	2904.46	2125.54	5282
3500/5	Subscriptions HAPTC Etc	3621.69	3794	2578.53	1215.47	3984
3500/6	Insurance	10213.59	10286	9419.74	866.26	9750
3500/7	Service contracts	4860.24	4700	5034.35	-334.35	4930
3500/8	Training and Conferences	3072.32	3000	1256.84	1743.16	3150
3500/9	Audit Fees	2690.00	3207	390.00	2817.00	3367
3500/11	Chairman's Allowances	0.00	555	19.19	535.81	555
3500/18	Miscellaneous Expenditure	1487.86	3144	928.28	2215.72	3150
3500/20	Members Expenses	37.60	250	0.00	250.00	250
3500/22	Publicity	5269.58	5764	1200.08	4563.92	6000
3500/23	Legal Advice	1694.27	1603	2782.50	-1179.50	1683
3800/2	Office Equipment	1473.76	1310	408.93	901.07	1376
	Sub Total	39810.83	44561	26925.13	17635.87	45476
	GRANT AID					
3525	Section 137 Grant Aid	3220.00	3484	1069.25	2414.75	3658
3531	CAB Grant Aid	1887.00	1623	1623.00	0.00	1704
3532	Community First Grant Aid	1203.00	1203	1203.00	0.00	1263
3533	Friends of the Forest	454.00	454	454.00	0.00	477
3535	Waterside Heritage	600.00	294	294.00	0.00	309
3534	Waterside Arts Festival	294.00	1179	370.00	809.00	1238
	Sub Total	7658.00	8237	5013.25	3223.75	8649
	THE GROVE					
3700/1	Gas	2812.35	4700	864.22	3835.78	4700
3700/2	Electricity	1724.07	3000	1300.05	1699.95	3000
3700/3	Insurance	2717.84	2780	2478.02	301.98	2575
3700/4	Water Rates	402.24	320	219.48	100.52	450
3700/5	Business Rates	8776.80	10200	5094.60	5105.40	8940
3700/6	Cleaning	979.68	1048	152.11	895.89	1100
3700/8	Maintenance	2576.69	2725	1169.07	1555.93	2861
3700/9	Telephone - Office	2163.41	2243	1150.88	1092.12	2355
3700/10	Telephone - Maintenance	797.22	750	73.03	676.97	450
3725	Information office expenses	3513.87	3400	0.00	3400.00	3689

General Purposes		Budget 2012/13				
Code	Heading	Actual 2010/11	Budget 2011/12	Actual to 30/09	Balance	Budget 2012/13
	Sub Total	26464.17	31166	12501.46	18664.54	30121
	NON CORE					
3800/5/2	Christmas Lights	1664.52	5572	0.00	5572.00	6151
3800/5/4	Town Centre Management	0.00	157	0.00	157.00	165
	Sub Total	1664.52	5729	0.00	5729.00	6315
	The Grove					
3800/6/35	Alterations for the Disabled	5240.00	0	0.00	0.00	0
3800/55	Annual Preventative Maintenance	7120.00	6500	5674.25	825.75	6750
	Sub Total	12360.00	6500	5674.25	825.75	6750
3800/44	Graffiti Removal materials/contractors	227.28	262	0.00	262.00	270
3800/45	Public Seats	369.30	629	117.50	511.50	650
3801	ACSO's	53064.78	59770	14137.58	45632.42	60000
3802	Police Community Support Officer	7000.00	7000	0.00	7000.00	7000
3803	Contribution to CCTV running costs	5128.00	5200	5128.00	72.00	5356
3800/48	Road Safety	0.00	250	0.00	250.00	250
3810	Greater use of Promenade	13.82	500	0.00	500.00	500
3900	Cinema Expenditure	5495.19	5345	1805.15	3539.85	5612
	Sub Total	71298.37	78956	21188.23	57767.77	79638
	Total Expenditure	311766.35	324755	146108.49	178646.51	326530

Ear Marked Reserves					Budget 2012/13		
Code	Heading	Balance B/F	Budget 2011/12	Total	Actual Exp to 30/09	Balance	Budget 2012/13
9000	Vehicle and Machinery Renewal Fund	3961	12000	15961	7251	8710	12600
9002	Refurb Fund - The Grove	25529	0	25529	0	25529	0
9003	Refurb fund - Workshop	12170	575	12745	1376	11369	600
9004	Refurb fund - Clayfields	6916	5670	12586	0	12586	5890
9005	Refurb fund - Parish Hall	52	25332	25384	0	25384	4750
9006	Refurb fund - Shore Rd Pavilion	3367	550	3917	0	3917	578
9008	Refurb fund - Play Areas	17652	6000	23652	634	23017	6300
9009	Shore Picnic Area	1141	0	1141	0	1141	0
9011	Historic plaques	267	0	267	0	267	0
9012	Elections	15782	0	15782	0	15782	0
9014	Facilities for the Elderly	1908	0	1908	0	1908	0
9015, 9026	Street lighting - improvements	6010	0	6010	0	6010	0
9019	Allotment Improvements	381	0	381	0	381	0
9023	Alterations For Disabled	17305	0	17305	0	17305	0
9024	New Telephone System	3000	-2000	1000	0	1000	0
9025	Support For Community facilities	15000	0	15000	0	15000	0
9027	Road Safety	687	0	687	0	687	0
9028	Proposed Youth Provision Netley View	38000	0	38000	0	38000	0
9031	Woodland Management Scheme	11504	0	11504	0	11504	0
9032, 9033, 9038	Grants received from NALC, NFDC	659	0	659	84	575	0
9034, 9047	Public seats+ Promenade future maintenance	6766	0	6766	0	6766	0
9035	Christmas lights	6000	0	6000	1575	4425	0
9036	New Toilet - The Grove	4100	-4100	0	0	0	0
9046	Cycle racks	430	0	430	0	430	0
5927	New hanging baskets/planters	2690	1200	3890	0	3890	1200
9037	Bowls mat replacement fund	0	0	0	0	0	0
9039	Propect Place - Flood defence repair	4991	0	4991	0	4991	0
9040	CCTV	15482	-7982	7500	0	7500	0
9043	Bus Shelter Maintenance	33319	0	33319	4786	28533	0
9044	Cinema balances - Upgrade of facilities	1739	0	1739	500	1239	0
9048	General Balances GIS	2000	0	2000	2000	0	0
9049	Tree Planting	3557	500	4057	0	4057	500
9016	Clayfields Consultant	7500	-7500	0	0	0	0
9052	Computer Network - The Grove	7500	0	7500	0	7500	
9020	Older persons directory	500	0	500	0	500	
	Grand Total	277866	30245	308111	18207	289904	32418

HYTHE & DIBDEN PARISH COUNCIL

HIRE FEES – PARISH HALL

From 1 April 2012 to 31 March 2013

Day	Session	Whole Hall	Inc Admin Charge *	Half Hall	Inc Admin Charge *
Monday-Friday	Morning or Afternoon	24.03	26.47	14.81	16.29
Monday to Thursday	Evenings	42.44	46.67	29.62	32.59
Friday	Evening-Meetings etc	42.44	46.67		
Friday	Evenings-Dances, Parties, etc	50.00	55.00		
Saturday	Morning	25.00	27.50		
Saturday	Afternoon	40.00	44.00		
Saturday	Evening	50.00	55.00		
Saturday	All Day inc Evening	100.00	110.00		
Sunday	Morning, Afternoon or Evening	43.67	48.03	29.62	32.59

*** If no Public Liability Insurance held. Please see conditions of hire.**

HIRE FEES – COUNCIL CHAMBER

From 1 April 2012 to 31 March 2013

Day	Session	£
Weekday	Day time – per hour	6.10
Weekdays	Evening – per hour	12.20
Saturdays	Per hour	12.20
Sundays	Per hour	19.32

RENT FOR ALLOTMENTS

From 1 October 2012 to 30 September 2013

Per 100 Square Metres £8.89 per annum

HIRE FEES FOR FOOTBALL AT SHORE ROAD

From 1 April 2012 to 31 March 2013 (prices include VAT)

Adults	Per game – single booking	44.08
Youth	Per game – single booking	29.20
Juniors	Per game – single booking	18.21

CLAYFIELDS SPORTS CENTRE

Valid from 1 April 2012 to 31 March 2013
(Prices include V.A.T.)

11 a side football

Adult	Per single game	£49.33
Youth	Per single game	£38.14

5 a side football/ netball

Adult	Per hour/court	£16.78
Junior	Per hour/court	£11.97

Tennis

Adults (off peak)*	Per hour/court	£5.54
Adults (peak)**	Per hour/court	£7.46
Junior (all times)	Per hour/court	£4.87

Community Room

Community use	Per hour	£8.37
Commercial use	Per hour	£11.64

**Sports Centre off peak times weekdays until 5pm*

***Sports Centre peak times weekdays after 5pm and weekends*

Estimated Quarterly Cash Flow 2012/13

Description	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Balances B/F	383420	514886	349171	486072
Precept	285953	0	285953	0
Other income	16946	16946	16946	16946
Expenditure	171985	183129	166629	163130
Balances after Expenditure	514334	348703	485441	339888
Bank Interest	552	468	631	458
Balance C/F	514886	349171	486072	340346

COUNCIL BUDGET & PRECEPT

2012/13

Heading	Budget 2011/12	Budget 2012/13
	£	£
Expenditure		
Amenities - Core	266852	277842
General Purposes - Core	324755	326530
Special Funds	30245	32418
Contingency	5000	5000
Total Expenditure	626852	641789
Income		
Amenities	32283	28637
General Purposes	38415	39146
Bank Interest	3700	2100
Total Income	74398	69883
Funded from balances	0	0
Precept	552454	571907
Average Band D Annual Charge	70.44	72.82
Annual % Increase		3.37
Pence per week increase		4.6

HYTHE AND DIBDEN PARISH COUNCIL
GENERAL PURPOSES AND FINANCE COMMITTEE MEETING
14 December 2011
ACCOUNTS FOR PAYMENT

Payments already made, for approval		£
7304 DCM Projects	Fletcher Close repairs	1956.00
7305 Southern Water	Clayfields water rates	442.13
7306 Complete Security	Keys cut	30.23
7307 RFA (Electrical Contractors) Ltd	Fire alarm repairs	154.23
7308 SDS Electrical	Electrical works	75.60
7309 Bob's Plumbing & Heating	Parish Hall kitchen sink heater	204.00
7310 Bishop Sports and Leisure	Football & tennis nets	301.08
7311 MISCO	Surge protectors	77.87
7312 Bob's Plumbing & Heating	Heating repairs	42.00
7313 Petty cash	Various	129.97
7314 Southern Water	School Rd allotments water rates	76.62
7315 Southern Water	West St allotments water rates	103.89
7316 Southern Water	Parish Hall water rates	300.57
7317 Southern Water	The Grove water rates	84.92
7318 Southern Electric Gas	Workshop gas usage	17.26
7319 Southern Electric Gas	Parish Hall gas usage	68.52
7320 Unison	Subs deductions November)
7321 Wages & Salaries	Net salaries November)
7322 Hampshire County Council	Pension contributions November) 24,902.63
7323 HM Revenue & Customs	PAYE/NIC November)
7324 Newsquest	Daily Echo	8.92
7325 Lancefield Bookbinding & Conservation Services	Binding of 6 volumes of minutes	300.00
7326 RFA (Electrical Contractors) Ltd	Fire alarm maintenance service	216.12
7327 Hampshire County Council	Cleaning materials	203.02
7328 D S Plastering	The Grove - plastering	300.00
7329 Longham Garden Machinery	Ride on mower spares	622.03
7330/1/2 G J Hughes (Bodyworks)	Repairs to Ranger HV57 FVC	752.88
7333 B.T.	Clayfields telephone charges	59.47
7334 Hillarys Blinds	Blinds for CAB	422.25
7335 The Society of Local Council Clerks	Annual subscription	332.00
7336 Safetyshop	Safety equipment	355.62
7337 SPG Power Machine Services	Safety equipment	32.70
7338 Baileys	Roof repairs	129.78
7339 DAH Heating Services	Boiler servicing & repairs	292.00
7340 NFDC	December rates - The Grove	835.00
7341 NFDC	December rates - Workshop	336.00
7342 NFDC	December rates - Clayfields	212.00
7343 NFDC	December rates - Parish Hall	255.00
7344 Clarion	Telephone charges	190.73
	Sub-total	£34,823.04
Payments for approval		
7345 Hampshire County Council	Stationery	23.20
7346 EON	Gas usage The Grove	516.99
7347 Cobra Motor Components	Parts for vehicles	254.89
7348 Hampshire Probation Trust	Contribution to community payback	195.00
7349 Hampshire Probation Trust	Contribution to community payback	195.00
7350 Coffeeman	Milk	14.50
7351 Shield Environmental	Asbestos re-inspection survey	450.00
7352/3/4/5/6 Holbury Tool Hire	Maintenance supplies	431.63
7357/8 PC Builders	Maintenance supplies	213.17
7359 Holbury Hardware	Christmas trees & lights	114.94
7360 MacSigns	Christmas banners	288.00
7361 Appleton Signs	Engraved brass plaque	36.00
7362 Fuelgénie	Petrol and diesel	686.70
7363 New Forest Ice Cream	Ice creams for cinema	174.96
7364 Moviola	Film 15/11/11	247.50
7365/6 NJM Metal Recycling	Skip hire	1,405.00
7367 Eden	Water coolers	42.38
7368/9/70 Lowes Guarding Service	Noads Way lock up & alarm callout service chgs	656.40
7371/2/3 PC Builders	Maintenance supplies	108.83
	Sub-total	£6,055.09 40,878.13