

**Hurworth Parish Council**  
**Finance Working Party Meeting**  
**held at Hurworth Grange**  
**at 6:30 pm on 24<sup>th</sup> November 2015**

Those present:- Jean Peacock (Chair), Val Hughes, Peter Foster, Chris Pratt Tony Winnett, Wilma Campbell, Andy Coakes, Elaine Hedley, Paul Walters, Margaret Williams

Also present: Peter Allan, Parish Clerk

1. **Apologies for absence:** - Andrew Robinson (Work), Michelle Edwards (Sickness).

2. **Declarations of Interest:**

Declarations will be made by councillors in the event of a particular subject arising where they may have a personal interest.

3. **Chairman's Address**

The Chairman welcomed the council members and advised them that the main purpose of this meeting is to put forward projects for the coming three years, and to agree the amount of the Precept for 2016-17. This being a Working Party meeting, no decisions can be taken, but the recommendations will go forward to the next PC Meeting for consideration and ratification.

4. Minutes of the Finance Meeting dated 17<sup>th</sup> June 2016

The Minutes were formally adopted, proposed by Paul Walters and Seconded by Elaine Hedley.

5. **Quality Status**

The Clerk made a presentation illustrating the process and requirements which are needed for the council to achieve the Gold Award from NALC. The process has now been completed, and it is believed that we will be given this status, and it will be formally presented at the January 2016 PC Meeting. We have already been awarded the Foundation and Quality levels.

Tony Winnett thanked the Clerk for the effort he had put into making this application.

6. **Presentation of the Action Plan 2015-20**

The Action Plan, having been distributed to the Councillors and being posted on the PC web site, was reviewed and accepted.

7. **Projects for the years 2016-17, 201-18, 2018-19, 2019-20**

- a. The budgets for the years 2015-16, 2016-17, and 2017-18 were reviewed, and the following calculation made to establish the available funds for the period up to 31<sup>st</sup> March 2018.

**Projected Status as at 31st March 2018**

Funds in hand		28851
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Less ring fenced		
Burial fund	2687	
Flood Contingency Fund	9000	11687

<b>HPC available funds as at 31/3/18</b>		<b>17164</b>
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Statuary recommended <b>Minimum</b> cash in hand is 6 months of essential operating expenses 36700 pa		18350
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Projected surplus/ deficiency as at 31st march 2018		-1186
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**Remove uncommitted, projects and grants**

2015-15	9000	
2016-17	8000	
2017-18	7000	24000

Amount available for projects Nov 2015 - 31st March 2018		<b>24000</b>
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Add back underspend 2015-16		
Litter Picker refund	4000	
Pathways	1000	
Highways	1000	
	6000	
Less Open Spaces	1500	4500

<b>Maximum funds available to 31st March 2018</b>		<b>28500</b>
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Less shortfall above		1186
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<b>Available funds for allocation</b>		<b>27314</b>
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- b. Projects considered:-

*Insert as spread sheet.*

c. EPICH Project details, presented by Wilma Campbell.

To provide colorful displays for the community and perfect habitats for pollinators such as bees, butterflies and other insects, EPICH would like to create wildflower areas within the village.

This planting would provide attractive floral displays similar to those seen at West Park and Rockwell in Darlington, which will breathe new life into our green spaces giving much needed food for wildlife and enriching the environment for local residents.

Wildflower planting would include annuals such as poppies and cornflowers as well as perennial plants such as oxeye daisies and scabious.

Following a meeting with Rob George (Parks and Countryside Development Manager, DBC) who has been involved with developing the Darlington wildflower areas, EPICH would like to submit this as their new project for 2016. Approximate costing as discussed with Rob George is as follows:-400sq m of wildflower planting in Spring - **approx. £1600** (includes spraying, rotavating and preparing soil for planting)

Cost of seed for 400sq m **approx. £400**

In order for EPICH to succeed with this project we would like to request from **HPC the sum of £2500** to be ring fenced for this purpose. The monies to be released when required as the project progresses.

d. **Duty of Care**

In the last three years the council has adopted a number of areas of open land, and has undertaken to keep these in good order.

There is no specific Procedure for this service, and this needs to be addressed.

Chris Pratt recommended that Budget should be introduced as the first step. This was agreed and a Budget of £4000 was agreed. This must now be added to the forecast expenditure. There will be an offset against the Open Spaces budget, so an annual increase of £2500 is envisaged.

**8. Precept Calculation for the year 2016-17**

The funds available, as shown above are		£27314
Projects proposed as scheduled	20500	
Duty of care cost two and a half years @ £2500 pa	6250	26750
<b>Unallocated funds</b>		<b>£564</b>

Based on these calculation it was decided that the Precept for 2016-17 should remain the same. Proposed by Chris Pratt and Seconded by Wilma Campbell and accepted unanimously.

There being no other business, the Chair thanked the councillors and closed the meeting at 8:45pm