



## THE FLEET TOWN COUNCIL NOTICE OF MEETING

Notice is hereby given of

### AN EXTRAORDINARY MEETING OF THE POLICY AND FINANCE COMMITTEE

**Monday 15 November 2021 at 7pm at The Harlington**

All committee members are summoned to attend

#### **To Councillors:**

G. Carpenter, P. Einchcomb, R. Fang, L. Holt, K. Kuntikanamata, R. Robinson, R. Schofield, S. Tilley, S. Wheale, P. Wildsmith, G. Woods,

Signed:

*Janet Stanton*

Janet Stanton  
Town Clerk

Date: 9<sup>th</sup> November, 2021

## **AGENDA**

### **1. APOLOGIES**

Schedule 12 of the LGA 1972 requires a record to be kept of members present, and that this record forms part of the minutes of the meeting. A resolution must be passed on whether the reason(s) for a member's absence are acceptable

### **2. DECLARATIONS OF INTEREST**

Under the Local Authorities Localism Act 2011, members must declare any interests and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Members are reminded that they must disclose both the existence and the nature of a personal interest that they have in any matter to be considered at this meeting. A personal interest will be considered a prejudicial interest if this is one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the members' judgement of the public interest.

### **3. QUESTIONS FROM THE PUBLIC (3 Min per person maximum 15 minutes)**

To receive questions and statements from members of the public.

## **Part 1 – ITEMS FOR DECISION**

### **4. 2022-2023 BUDGET AND PRECEPT**

To review the reserves as agreed at the November Council meeting and recommend a balanced budget to Full Council for approval. (Papers attached)

### **5. DATE AND TIME OF NEXT MEETING**

The next meeting of the Policy and Finance Committee will be held on Wednesday 16 February 2022 at 7pm at The Harlington.

## Fleet Town Council

### Reserves as at 30th September 2021

	Account	Opening Balance	Revised EMR (Agreed Council 3.11.2021)
321	EMR - Pension Obligation	£30,000.00	£30,000.00
322	EMR - Website Development	£10,000.00	
323	EMR - Cemetery Ext/Rem Gdn	£3,935.00	
324	EMR - Park Improvements	£12,000.00	
325	EMR - Community Pk Building 25	£100,853.00	
326	EMR - Office Refurbishment	£238.00	
327	EMR - Ancells Farm Rep/Dec	£3,630.00	
328	EMR - Paths	£992.00	
329	EMR - Cemetery Mem Test 2021	£3,300.00	
330	EMR - CP Tennis Sinking 2026	£37,563.00	£37,563.00
331	EMR - Community Buis Service	£13,000.00	
333	EMR - Sustainable Ops Projects	£2,611.10	
334	EMR-Calthorpe Park Playground	£23,709.54	£20,008.94
335	EMR - Climate Change LEDs	£600.00	
	<b>TOTAL</b>	<b>£242,431.64</b>	
315	FTC Reserve	£0.00	
332	EMR - S106 Sensory Garden	£51,579.00	£51,579.00
	<b>TOTAL</b>	<b>£294,010.64</b>	<b>£139,150.94</b>
360	Harlington Development Fund	£1,608,081.76	£2,020,098.00
	<b>TOTAL</b>	<b>£1,902,092.30</b>	<b>£2,159,248.90</b>

**V8 - 2022-2023 BUDGET AND PROJECTIONS**  
**6 month COVID restrictions and 6 month normal operation**  
**AS AT 05.11.2021**

Cost Centre	Item Description	Actual 2017-18	Adjusted Actual 17-18 incs transfers to EMR	Actual - 2018-2019	Actual 2019-2020	Actual 2020-2021	Agreed Budget 2021/2022. Tax base amended by HDC in March 2021 from 10,601.11 to 10,560. The cost per house hold is £1,089,794 (the precept) divided by 10560 (tax base) = £103.20 av band D equivalent	Actual to 30.09.2021	2021-2022 Year End Projection as at 08.10.21.	2022-2023 Draft Budget. Draft Tax Base (at 5.11.21) 10,676.06 x £107.328 (£103.20 +4%) av Band D equiv = £1,145,840.10	Comments
<b>COUNCIL OPERATIONS</b>											
115	Precept Operations	-£599,277.00	£ 599,277.00	-£619,567.26	-£631,819.00	-£672,341.04	-£677,777.10	-£677,777.10	-£677,777.10	-£733,823.10	Operating costs
101	Central Admin	£134,460.00	£ 149,960.00	£167,868.00	£172,785.00	£118,736.00	£197,589.00	£90,716.00	£198,612.00	£227,483.00	£227,483.00
105	Civic & Democratic	£3,947.00	£ 3,947.00	£15,007.00	£2,609.00	£3,736.00	£7,002.00	£185.00	£7,002.00	£33,170.00	£33,170.00
110	Grants and contributions	£49,055.00	£49,055	£43,698.00	£39,373.00	£30,583.00	£44,787.00	£32,506.00	£41,768.00	£48,435.00	£48,435.00
110	Committed Grants										
110	Civic Grants										
150	Events,town centre and climae change	£42,143.00	£ 42,143.00	£39,240.00	£36,002.00	£35,732.00	£45,164.00	£22,118.00	£45,864.00	£47,711.00	£47,711.00
301	Open Spaces	£33,638.00	£ 34,303.00	£29,157.00	£31,649.00	£31,301.00	£37,522.00	£13,458.00	£37,522.00	£38,950.00	£38,950.00
208	Ancells Farm Park	£30,191.00	£ 30,191.00	£31,298.00	£31,986.00	£32,624.00	£37,631.00	£13,863.00	£37,946.00	£39,979.00	£39,979.00
310	Calthorpe Park	£21,492.00	£ 28,492.00	£33,575.00	£37,109.00	£67,689.00	£49,793.00	£4,754.00	£49,295.00	£53,970.00	£53,970.00
315	Oakley Park	£16,200.00	£ 16,200.00	£21,099.00	£22,216.00	£25,508.00	£26,760.00	£9,439.00	£26,859.00	£28,080.00	£28,080.00
320	Basingbourne Park	£19,257.00	£ 19,257.00	£25,536.00	£28,807.00	£22,583.00	£23,501.00	£9,056.00	£24,386.00	£24,486.00	£24,486.00
325	The Views	£12,160.00	£ 12,160.00	£5,909.00	£9,281.00	£8,769.00	£11,475.00	£4,236.00	£11,475.00	£12,026.00	£12,026.00
330	Edenbrook	£9,794.00	£ 9,794.00	£3,112.00	£3,300.00	£4,175.00	£5,375.00	£1,514.00	£5,375.00	£5,585.00	£5,585.00
350	Cemetery	-£41,789.00	-£ 38,989.00	-£9,764.00	-£28,987.00	-£65,345.00	-£24,484.00	-£22,191.00	-£35,288.00	-£21,900.00	-£21,900.00
475	Lengthsman	-£100.00	-£ 100.00	-£3,300.00	£530.00	£0.00	£0.00	-£3,300.00	£0.00	£0.00	£0.00
<b>SUB TOTAL</b>	<b>COUNCIL OPERATIONS</b>	<b>-£268,829.00</b>	<b>£ 242,864.00</b>	<b>-£217,132.26</b>	<b>-£245,159.00</b>	<b>-£356,250.04</b>	<b>-£215,662.10</b>	<b>-£501,423.10</b>	<b>-£226,961.10</b>	<b>-£195,848.10</b>	
<b>THE HARLINGTON</b>											
										£0.00	
204	Building Operational costs	£130,943.00	£ 131,203.00	£222,058.00	£224,131.00	£230,244.00	£222,000.00	£37,809.00	£172,200.00	£234,900.00	
201	Events	£4,215.00	£ 18,135.00	-£52,535.00	-£25,188.00	£131,919.00	£64,000.00	£78,057.00	£73,000.00	£19,250.00	
202	Café	-£7,557.00	-£ 7,557.00	-£14,721.00	-£9,187.00	£17,565.00	£0.00	£14.00	£0.00	£0.00	
<b>SUB TOTAL</b>		<b>-£3,342.00</b>	<b>£10,578.00</b>	<b>£154,802.00</b>	<b>£189,756.00</b>	<b>£379,728.00</b>	<b>£286,000.00</b>	<b>£115,880.00</b>	<b>£245,200.00</b>	<b>£254,150.00</b>	
205	Ancells Community	£5,716.00	£ 5,716.00	£15,120.00	£18,780.00	£31,241.00	£30,500.00	£2,096.00	£24,500.00	£22,850.00	
	<b>TOTAL AFCC</b>	<b>£5,716.00</b>	<b>£5,716.00</b>	<b>£15,120.00</b>	<b>£18,780.00</b>	<b>£31,241.00</b>	<b>£30,500.00</b>	<b>£2,096.00</b>	<b>£24,500.00</b>	<b>£22,850.00</b>	
<b>TOTAL</b>	<b>Harlington &amp; AFCC</b>	<b>£2,374.00</b>	<b>£16,294.00</b>	<b>£169,922.00</b>	<b>£208,536.00</b>	<b>£410,969.00</b>	<b>£316,500.00</b>	<b>£117,976.00</b>	<b>£269,700.00</b>	<b>£277,000.00</b>	
<b>TOTAL</b>	<b>FTC + Harlington + Ancells Community</b>	<b>-£266,455.00</b>	<b>£ 226,570.00</b>	<b>-£47,210.26</b>	<b>-£36,623.00</b>	<b>£54,718.96</b>	<b>£100,837.90</b>	<b>-£383,447.10</b>	<b>£42,738.90</b>	<b>£81,151.90</b>	

<b>HARLINGTON DEVELOPMENT</b>		Actual to 31.03.17	Actual 2017-2018	Actual 2018-2019	Actual 2019-2020	Actual 2020-2021	Actual as at 30.09.2021	Cumulative 2021-2022 Year end Projection	Comments
	Brought forward	£0.00	-£285,435.00	-£511,052.00	-£879,793.00	-£1,216,717.00	-£1,608,082.00	-£2,019,399.00	
115	Precept	-£390,339.00	-£412,017.00	-£412,017.00	-£412,017.00	-£412,017.00	-£412,017.00		
160	Interest				-£5,957.00				
160	Expenditure	£104,904.00	£186,377.00	£43,276.00	£81,050.00	£20,652.00	£700.00	£26,780.00	
<b>TOTAL</b>	<b>FUNDS AVAILABLE</b>	<b>-£285,435.00</b>	<b>-£511,075.00</b>	<b>-£879,793.00</b>	<b>-£1,216,717.00</b>	<b>-£1,608,082.00</b>	<b>-£2,019,399.00</b>	<b>-£1,992,619.00</b>	

<b>Available S106 Funding as at 19.04.2021</b>		Available funds as at 11.05.19	Funds received a at 31.01.2020	Funds allocated but not paid as at 31.01.2020	Balance available as at 19.04.2021	Comments
	Recreation & Leisure projects	£392,214.00	£24,789.00	£244,211.00	£150,733.00	
	<b>TOTAL</b>	<b>£392,214.00</b>	<b>£24,789.00</b>	<b>£244,211.00</b>	<b>£150,733.00</b>	

**FTC RESERVES AS AT 31 MARCH 2021**

Total Equity as at 31.03.2021	£2,025,936.00	General Fund	£123,844.00
		FTC Reserves	£0.00
		General EMR	£294,010.00
		Harlington EMR	£1,608,082.00
			£2,025,936.00

**FTC RESERVES AS AT 4 October 2021**

Total Equity as at 04.10.2021	£2,817,028	General Fund	£506,620.00
		FTC Reserves	
		General EMR	£290,309.00
		Harlington EMR	£2,020,099.00
			£2,817,028.00

22/23 Budget implications

Item 4c

Draft Tax Base received from HDC 5.11.21 10,676.06

We set the Ops precept at	£ 733,823.00	Based on 4% adjustment to total 21/22 Budget
Harlington Fund	£ 412,017	No increase
Total Precept	£ 1,145,840.00	
BAND D Equivalent	£ 107.33	
Increase	4%	
AND	£81,151.90	comes from Reserves

For comparison  
Tax reset at 2016/17

Council Ops Band D	£ 60.44
Harlington Fund	£ 39.37
Total Band D	£ 99.81
Compare with Proposed 22/23	116% Equivalent to 2.5% per annum compound

## Item 5d

2022/23 BUDGET	INCOME BASED ON 21/22 PRECEPT	DIFFERENCE INCOME OVER TAX BASE INCOME	PROJECTED INCOME FROM REVISED TAX BASE 22/23	DEFICIT FROM RESERVES	TAX BASE	INCREASE OVER CURRENT BAND D	% INCREASE
£ 1,226,992	£ 1,089,794.0		£ 1,101,769		10676.06	103.2	
Increase					BAND D EQUIV		
0%	£ 1,089,794	-£ 11,975	£ 1,101,769	-£ 137,198	£ 102.08	-£ 1.12	-1.09%
1%	£ 1,100,692	-£ 1,077	£ 1,112,787	-£ 126,300	£ 103.10	-£ 0.10	-0.10%
2%	£ 1,111,590	£ 9,820	£ 1,123,805	-£ 115,402	£ 104.12	£ 0.92	0.89%
3%	£ 1,122,488	£ 20,718	£ 1,134,822	-£ 104,504	£ 105.14	£ 1.94	1.88%
4%	£ 1,133,386	£ 31,616	£ 1,145,840	-£ 81,152	£ 106.16	£ 2.96	2.87%
5%	£ 1,144,284	£ 42,514	£ 1,156,858	-£ 70,134	£ 107.18	£ 3.98	3.86%
6%	£ 1,155,182	£ 53,412	£ 1,167,876	-£ 59,116	£ 108.20	£ 5.00	4.85%
7%	£ 1,166,080	£ 64,310	£ 1,178,893	-£ 48,099	£ 109.22	£ 6.02	5.84%
8%	£ 1,176,978	£ 75,208	£ 1,189,911	-£ 37,081	£ 110.24	£ 7.04	6.83%
9%	£ 1,187,875	£ 86,106	£ 1,200,929	-£ 26,063	£ 111.27	£ 8.07	7.82%
10%	£ 1,198,773	£ 97,004	£ 1,211,946	-£ 15,046	£ 112.29	£ 9.09	8.80%
11%	£ 1,209,671	£ 107,902	£ 1,222,964	-£ 4,028	£ 113.31	£ 10.11	9.79%
12%	£ 1,220,569	£ 118,800	£ 1,233,982	£ 6,990	£ 114.33	£ 11.13	10.78%
13%	£ 1,231,467	£ 129,698	£ 1,244,999	£ 18,007	£ 115.35	£ 12.15	11.77%
14%	£ 1,242,365	£ 140,596	£ 1,256,017	£ 29,025	£ 116.37	£ 13.17	12.76%
15%	£ 1,253,263	£ 151,494	£ 1,267,035	£ 40,043	£ 117.39	£ 14.19	13.75%

NOTE	Projected Reserves at end of 21/22	
	General Reserves	£ 221,768
	Essential EMRs	£ 139,151
	Harlington Fund	£ 2,381,018

Draw on reserves based upon revised tax base (Tax Base x 103.2x 1.04)	£ 81,151.83	
PRECEPT based on 21/22 precept x4%	£ 1,133,386	104.00%
Band D based on revised Tax Base	£ 106.16	102.87%