

**CHEPPING WYCOMBE PARISH COUNCIL
WORKS, SERVICES AND PLANNING COMMITTEE**

APPENDICES

THURSDAY 4 MARCH 2010

AGENDA ITEM	APPENDIX	PAGE NUMBER
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APPENDIX A



The
Flackwell Heath
Residents'
Association

Cornhill
Magpie Close
Flackwell Heath
Bucks HP10 9DZ

01628 526 547

fhra-secretary@flackwellheath.net

28th January 2010

Via e-mail to clerk.cwpc@btconnect.com

Mr H Jones
Clerk
Chepping Wycombe Parish Council
Cock Lane
Tylers Green
BUCKS HP10 8DS

Dear Mr Jones

FLACKWELL HEATH VILLAGE NOTICE BOARD

The Chairman has asked me to write to you on behalf of the FHRA Executive Committee regarding the above subject. We understand from the CWPC member of our Executive Committee Elaine Belcher, that the Parish Council are willing to consider some changes to the Village Notice Board which, as you may know, doesn't receive a lot of use at present. We would be grateful if you could raise this matter with the Council.

We believe that the notice board would be used more if it were both refurbished and moved to an alternative position on the village green which would make it more accessible and consequently more readable.

Perhaps we could work with you on some design ideas; perhaps we could incorporate a seating area towards the rear of the green? A path to this area might encourage more use? More villagers might get to see the tree planted on the green to commemorate the Queen's Golden Jubilee. The Residents' Association may be able to provide funding for a planter and/or some paving depending on our available funds.

We do hope our ideas meet with your approval and look forward to hearing from you soon. If you have any questions, please do not hesitate to contact us.

Thanks in advance & yours sincerely

Chloë Barrow
Secretary
Flackwell Heath Residents' Association

Flackwell Heath Residents Association
Registered Charity No: 1111230
Patrons: The Rt. Hon. Lord Carrington KG and Kenneth I. Ross DL

Budget Detail - By Committee

Note : Works Services and Planning Committee Meeting 4 March 2010

Last Year 2008/09			Current Year 2009/10		Next Year 2010/11		
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<u>Works Service & Planning</u>							
<u>301</u>	<u>WORKS DEPARTMENT</u>						
4001	11,672	14,789	15,243	15,243	13,296	15,243	15,418
4010	382	855	500	500	458	500	880
4011	2,450	3,063	3,300	3,300	3,516	3,516	3,605
4012	103	45	115	115	172	172	118
4014	557	494	615	615	595	595	633
4020	38	0	40	40	131	131	40
4036	165	0	2,175	2,175	637	2,175	5,175
4038	257	506	435	435	102	435	500
	15,624	19,752	22,423	22,423	18,907	22,767	26,369
	OverHead Expenditure						
1001	0	0	0	0	0	0	0
1084	150	150	150	150	150	150	150
	150	150	150	150	150	150	150
	Total Income						
	15,474	19,602	22,273	22,273	18,757	22,617	26,219
	301 Net Expenditure						
<u>302</u>	<u>WARDENS HOUSE</u>						
4001	1,239	300	655	655	273	655	663
4012	92	193	125	125	152	152	323

APPENDIX B

Chepping Wycombe P C (2009/10)

Note: (-) Net Expenditure means Income is greater than Expenditure

Budget Detail - By Committee

Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		<u>Current Year 2009/10</u>		<u>Projected Actual</u>	<u>Next Year 2010/11</u>
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>		
4025 INSURANCE	794	787	795	789	789	930
4036 PROPERTY MAINTENANCE	530	294	550	117	117	550
4038 MAINTENANCE CONTRACT	69	110	125	0	125	125
OverHead Expenditure	2,724	1,684	2,250	1,332	1,838	2,591
1004 INCOME - SERVICE CHS	92	193	125	0	152	198
Total Income	92	193	125	0	152	198
302 Net Expenditure	2,632	1,491	2,125	1,332	1,686	2,393
303 OFFICE						
4001 STAFF SALARIES	2,292	2,897	3,003	1,969	3,003	3,037
4011 RATES	2,450	3,063	3,300	3,516	3,516	3,605
4012 WATER	103	45	115	172	172	118
4014 ELECTRICITY	557	494	615	595	595	633
4015 GAS	567	369	1,500	1,100	1,100	1,500
4017 CLEANING & REFUSE	185	217	195	141	195	195
4020 MISC ESTABT COSTS	59	7	65	0	65	65
4025 INSURANCE	3,100	2,930	3,255	3,255	3,255	3,580
4036 PROPERTY MAINTEN'CE	222	4,076	500	365	500	1,000
4037 GROUNDS MAINTEN'CE	84	59	100	133	133	100
4038 MAINTENANCE CONTRACT	518	683	695	130	695	825

Chepping Wycombe P C (2009/10)

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		<u>Agreed Budget</u>	<u>Current Year 2009/10</u>		<u>Projected Actual</u>	<u>Next Year 2010/11</u>
	<u>Budget</u>	<u>Actual</u>		<u>Revised Budget</u>	<u>Actual YTD</u>		
4041 EQUIPMENT HIRE	0	180	0	0	0	0	0
4048 CONTINGENCY	0	-3,000	0	0	0	0	0
4053 LOAN INTEREST PAID	7,900	4,993	4,772	4,772	4,187	4,187	4,388
4054 LOAN CAPITAL PAID	6,741	8,703	8,081	8,081	8,666	8,666	8,465
4453 OFFICE EQUIPMENT	0	0	0	0	1,896	0	0
OverHead Expenditure	24,778	25,717	26,196	26,196	26,125	26,082	27,511
Total Income	0	0	0	0	0	0	0
303 Net Expenditure	24,778	25,717	26,196	26,196	26,125	26,082	27,511
VEHICLES TOOLS & EQUIPMENT							
4001 STAFF SALARIES	6,523	2,990	3,506	3,506	2,886	3,506	3,546
4041 EQUIPMENT HIRE	133	0	100	100	0	100	100
4042 EQUIPMENT MAINTEN'CE	658	198	700	700	634	700	700
4043 VEHICLE MAINTENANCE	4,456	4,208	4,700	4,700	2,703	4,700	4,700
4044 VEHICLE FUEL	3,607	4,062	4,000	4,000	2,569	4,000	4,000
4045 VEHICLE TAX & INSURE	3,250	3,610	3,250	3,250	2,007	3,250	2,735
4046 SMALL TOOLS & EQUIPT	3,090	2,035	3,000	3,000	1,409	3,000	3,000
4050 CHEMICALS	412	202	500	500	0	500	500
4993 TFR TO EARMARKED RSV	7,835	0	12,145	12,145	0	12,145	14,145
OverHead Expenditure	29,964	17,303	31,901	31,901	12,208	31,901	33,426

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		<u>Agreed Budget</u>	<u>Current Year 2009/10</u>		<u>Projected Actual</u>	<u>Next Year 2010/11</u>
	<u>Budget</u>	<u>Actual</u>		<u>Revised Budget</u>	<u>Actual YTD</u>		
							<u>Next Year Budget</u>
	0	0	0	0	0	0	0
Total Income							
304 Net Expenditure	29,964	17,303	31,901	31,901	12,208	31,901	33,426
305 LITTER, RUBBISH & GRAFFITI							
4001 STAFF SALARIES	11,449	9,784	12,012	12,012	9,473	12,012	12,149
4017 CLEANING & REFUSE	3,788	1,602	4,000	4,000	1,833	4,000	4,000
4018 LITTER SCHEME	622	620	655	655	620	620	700
OverHead Expenditure	15,859	12,006	16,667	16,667	11,926	16,632	16,849
Total Income	0	0	0	0	0	0	0
305 Net Expenditure	15,859	12,006	16,667	16,667	11,926	16,632	16,849
311 HAMMERSLEY LANE CEM							
4001 STAFF SALARIES	2,029	2,328	3,003	3,003	3,138	3,003	3,037
4011 RATES	42	37	40	40	39	40	40
4012 WATER	30	25	30	30	28	30	31
4037 GROUNDS MAINTEN'CE	138	0	150	150	0	150	150
4040 MEMORIAL MAINTEN'CE	424	0	400	400	0	400	400
OverHead Expenditure	2,663	2,390	3,623	3,623	3,205	3,623	3,658

Note : Works Services and Planning Committee Meeting 4 March 2010

Last Year 2008/09			Current Year 2009/10			Next Year 2010/11	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1031	INCOME - IN PARISH BURIALS & M	106	365	110	107	110	110
1032	INCOME - OUT OF PARISH BURIALS	0	49	0	903	903	0
	Total Income	106	414	110	1,010	1,013	110
311	Net Expenditure	2,557	1,976	3,513	2,195	2,610	3,548
312	ALTONA ROAD CEMETERY						
4001	STAFF SALARIES	5,411	6,844	6,006	5,324	6,006	6,074
4011	RATES	160	157	170	165	165	170
4012	WATER	78	38	80	50	80	90
4037	GROUNDS MAINTEN'CE	329	565	300	744	744	300
4040	MEMORIAL MAINTEN'CE	796	0	800	0	800	800
4063	EXTENSION	5,000	0	3,000	0	3,000	3,000
	OverHead Expenditure	11,774	7,604	10,356	6,284	10,795	10,434
1031	INCOME - IN PARISH BURIALS & M	2,060	1,091	2,000	1,140	2,000	2,000
1032	INCOME - OUT OF PARISH BURIALS	1,751	2,743	2,000	4,361	4,361	2,000
	Total Income	3,811	3,834	4,000	5,501	6,361	4,000
312	Net Expenditure	7,963	3,770	6,356	783	4,434	6,434

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Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		Agreed Budget	<u>Current Year 2009/10</u>		Projected Actual	<u>Next Year 2010/11</u> Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
313 COCK LANE CEMETERY							
4001 STAFF SALARIES	3,571	3,775	4,009	4,009	3,248	4,009	4,055
4012 WATER	41	19	60	60	43	60	70
4037 GROUNDS MAINTEN'CE	111	60	120	120	0	120	120
4913 COCK LANE ACCESS ROAD	0	0	5,000	5,000	0	5,000	5,000
4987 TFR TO COCK LANE RD RES	5,000	0	0	0	0	0	0
OverHead Expenditure	8,723	3,854	9,189	9,189	3,291	9,189	9,245
1031 INCOME - IN PARISH BURIALS & M	1,030	940	1,080	1,080	1,002	1,080	1,080
1032 INCOME - OUT OF PARISH BURIALS	4,120	5,169	4,325	4,325	1,801	4,325	4,325
Total Income	5,150	6,109	5,405	5,405	2,803	5,405	5,405
313 Net Expenditure	3,573	-2,255	3,784	3,784	488	3,784	3,840
314 WAR MEM & CL C'YARDS							
4001 STAFF SALARIES	5,420	3,311	4,573	4,573	3,574	4,573	4,625
4012 WATER	32	25	32	32	24	32	32
4036 PROPERTY MAINTEN'CE	2,000	1,865	0	0	0	0	0
4037 GROUNDS MAINTEN'CE	594	1,044	625	625	70	625	625
4986 TFR TO ST MARGARETS WALL RES	1,560	0	5,000	5,000	0	5,000	0
OverHead Expenditure	9,606	6,246	10,230	10,230	3,668	10,230	5,282

Chepping Wycombe P C (2009/10)

Note: (-) Net Expenditure means Income is greater than Expenditure

Budget Detail - By Committee

Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		Agreed Budget	<u>Current Year 2009/10</u>		Projected Actual	Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
1077 GRANTS RECEIVED	0	895	0	0	0	0	0
Total Income	0	895	0	0	0	0	0
314 Net Expenditure	9,606	5,351	10,230	10,230	3,668	10,230	5,282
321 F'PATHS & STR FURN							
4001 STAFF SALARIES	1,364	2,323	4,588	4,588	1,965	4,588	4,641
4029 BENCHES AND SIGNS	2,000	402	2,000	2,000	1,180	2,000	4,000
4036 PROPERTY MAINTEN'CE	0	30	0	0	0	0	0
4037 GROUNDS MAINTEN'CE	433	0	455	455	0	455	0
OverHead Expenditure	3,797	2,755	7,043	7,043	3,146	7,043	8,641
1077 GRANTS RECEIVED	433	464	455	455	0	455	1,000
Total Income	433	464	455	455	0	455	1,000
321 Net Expenditure	3,364	2,291	6,588	6,588	3,146	6,588	7,641
322 STREET LIGHTING							
4001 STAFF SALARIES	6,736	4,202	4,497	4,497	3,855	4,497	4,548
4014 ELECTRICITY	7,024	7,757	10,000	10,000	5,931	10,000	10,300
4036 PROPERTY MAINTEN'CE	0	455	0	0	0	0	0
4038 MAINTENANCE CONTRACT	19,000	21,512	22,000	22,000	13,812	22,000	22,660

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		Agreed Budget	<u>Current Year 2009/10</u>		Projected Actual	<u>Next Year 2010/11</u> Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
4039 KNOCKDOWNS & REPAIRS	5,013	8,495	2,500	2,500	2,444	2,500	2,575
4066 STREET LIGHT REPAIRS	0	0	4,000	4,000	1,605	4,000	4,120
4996 TFR TO REJUVENATION EMR	14,000	0	10,000	10,000	0	10,000	7,000
OverHead Expenditure	51,773	42,421	52,997	52,997	27,648	52,997	51,203
1011 INCOME - WAYLEAVES	85	87	85	85	88	85	85
1079 OTHER COST RECOVERED	0	1,080	0	0	0	0	0
1080 INS CLAIMS RECOVERED	0	1,139	0	0	0	0	0
Total Income	85	2,306	85	85	88	85	85
322 Net Expenditure	51,688	40,115	52,912	52,912	27,561	52,912	51,118
341 PARTNERSHIP WORKING							
4001 STAFF SALARIES	0	0	1,707	1,707	547	1,707	1,727
4061 PARTNERSHIP WORKING	5,000	1,750	3,000	3,000	1,750	3,000	4,000
OverHead Expenditure	5,000	1,750	4,707	4,707	2,297	4,707	5,727
341 Net Expenditure	5,000	1,750	4,707	4,707	2,297	4,707	5,727
Works Service & Planning - Expenditure	182,285	143,483	197,582	197,582	120,038	197,804	200,936
Income	9,827	14,365	10,330	10,330	9,552	13,621	10,948
Net Expenditure	172,458	129,119	187,252	187,252	110,486	184,183	189,988

Note : Works Services and Planning Committee Meeting 4 March 2010

	<u>Last Year 2008/09</u>		<u>Current Year 2009/10</u>			<u>Next Year 2010/11</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
Total Budget Expenditure	182,285	143,483	197,582	197,582	120,038	197,804	200,936
Income	9,827	14,365	10,330	10,330	9,552	13,621	10,948
Net Expenditure	172,458	129,119	187,252	187,252	110,486	184,183	189,988

APPENDIX C

BUDGET ANALYSIS 2010/11		
	Budget as set at Council 20 1 09 2009/10	Budget set by Council 19/1/10 2010/11
GENERAL REGULAR REVENUE ITEMS		
GROSS EXPENDITURE		
ROUTINE ITEMS		
AMENITY LAND	35,842	36,624
LEISURE FACILITIES	52,732	50,761
WORKS SERVICE & PLANNING	155,437	158,791
FINANCE & GENERAL PURPOSES	65,301	61,539
TOTAL	309,312	307,715
CAPITAL, EXCEPTIONAL AND LARGE ITEMS		
Amenity Land		
Benches and signs	1,000	1,000
Railway land tree surgery	0	1,000
Kingswood benches	1,000	
Tylers Green Common management	2,000	2,000
Widmer pond area improvements	1,500	
	5,500	4,000
Leisure Facilities		
Ashley Drive rec youth facilities	0	0
Derehams Sports site rejuvenation	5,000	
Derehams Lane pavilion replacement reserve fund	0	0
St Bit recreation ground 4 litter bins	1,000	
Boundary Rd rec plant replacements	2,000	
Benches and signs	2,000	2,000
Play areas bark replacement	1,500	1,500
Ashley Dr aerial runway	0	0
Play equipment reserve fund	3,000	3,000
	14,500	6,500
Works Services & Planning		
Depot door & roof repairs	2,000	5,000
Office furniture	0	0
Altona Rd cemetery extension path & tree work	3,000	3,000
Cock Land cemetery Extension	5,000	5,000
St Peter's Church wall	5,000	
Benches, signs, stiles and kissing gates	2,000	4,000
Street light replacement	10,000	7,000
Partnership working	3,000	4,000
Vehicle plant & equipment reserve	12,145	14,145
	42,145	42,145

	Budget as set at Council 20 1 09 2009/10	proposal recommended to FGP 7/1/10 2010/11
F & GP		
FGP exception items 2005/6		
FGP exception items 2006/7		
FGP exceptional items 2008/09		
Contingency	3,000	2,000
Grants	2,500	2,500
Legal fees	1,500	3,000
fire proof safe		2,000
off site sever to store data		2,000
	7,000	11,500
Totals - gross expenditure	41,342	40,624
Amenity Land	67,232	57,261
Leisure Facilities	197,582	200,936
Works and Services Planning	72,301	73,039
F & GP		
CWPC - gross	378,457	371,860
Totals - income (exc Precept)		
Amenity Land	(2,137)	(6,147)
Leisure Facilities	(15,952)	(16,465)
Works and Services	(10,330)	(10,948)
F & GP	(10,080)	(500)
CWPC - income	(38,499)	(34,060)
CWPC TOTAL net	339,958	337,800
	3.9%inc	2.5% increase
PRECEPT	(330,158)	(338,412)
Difference	9,800	(612)
Increase of Precept by		
Reserve Deficit (%) Net Suggested		0%
Reserve Deficit (%) Gross per Purple Book		0%

CHEPPING WYCOMBE PARISH COUNCIL										
		RESERVES 2008/09			RESERVES 2009/10			RESERVES 2010/11		
		ALLOCATION	SPEND	AS AT	ALLOCATION	SPEND	AS AT	ALLOCATION	SPEND	AS AT
		2008/09		31/03/2009	2009/10		31/03/2010	2010/11		31/03/2011
EARMARKED RESERVES										
SMALL RIDE ON MOWER		600		2,400	350		2,750	350		3,100
RIDE ON MOWER		1740		11,834	4,083		15,917	6,083	-22000	0
LORRY		500		1,000	2,444		3,444	2,444		5,888
UTILITY VEHICLE		1283		5,797	1,926		7,723	1,926		9,649
TRACTOR		3007		8,568	2,608		11,176	2,608		13,784
VEHICLE RESERVE	322	7130	0	29,599	11,411	0	41,010	13,411	-22000	32,421
SIDE FLAIL		400		2,614	627		3,241	627		3,868
DRAWN FLAIL		305		1,426	107		1,533	107		1,640
PLANT RESERVE	323	705	0	4,040	734	0	4,774	734	0	5,508
COMPUTERS		550		2,092	600		2,692	600		3,292
EQUIPMENT		1050		4,050	1,080		5,130	1,000		6,130
OFFICE EQUIP RESERVE	324	1600	0	6,142	1,680	0	7,822	1,600	0	9,422
AMENITY LAND										
COCK LANE RECYCLING	329	1,000		1,000		-1,000	0			0
RAILWAY LAND TREES	367	0		1,000	0		1,000			1,000
KINGSWOOD IMPROVEMENTS	368	8,650		8,650			8,650			8,650
TG COMMON MANAGEMENT	331	3,000		3,000	2,000		5,000	2,000		7,000
TG COMMEMORATIVE TREES	332	1,900		1,900			1,900			1,900
WIDMER POND IMPROVEMENT	369	3,000	0	4,000	1,500		5,500			5,500
LEISURE FACILITIES										
NEW PAVILION DEREHAMS	363	5,000		9,000	0		9,000	5,000		14,000
DEREHAMS REJUVENATION	362	7,000	-2,700	7,300	5,000		12,300			12,300
BASKETBALL	364	0		1,000		-1,000	0			0
ST BIT CAR PARK	350			0			0			0
GREEN DRAGON FENCE	370	3,500	-4,070	4,350			4,350			4,350
PLAY EQUIP RESERVE	325	3,000		12,000	3,000		15,000	3,000	-5000	13,000
WORKS SERVICES AND PLANNING										
WARDEN'S HOUSE	359			0			0			0
OFFICE REFURBISHMENT	372			1,270		-1,270	0			0
ALTONA TREES & EXTENSION PATH	361	5,000		5,860	3,000		8,860	3,000		11,860
COCK LANE CEMETERY TRACK	366	5,000		7,586	5,000		12,586	5,000		17,586
CHURCHYARD ST MARGARET& ST PETER'S WALL	321	1,560		10,000	5,000		15,000		-12000	3,000
BENCHES & SIGNS	354	2,890		2,890			2,890			2,890
STREET LIGHTING	351	14,000		14,000	10,000		24,000	7,000		31,000
FINANCE & GENERAL PURPOSES										
DEED OF GRANT	357			10,200			10,200			10,200
LEGAL FEES	371			0			0			0
TOTAL EXCEPTIONAL ITEMS		64,500	-6,770	105,006	34,500	-3,270	31,230	25,000	-17000	8,000
TOTAL EARMARKED RESERVES		73,935	-6,770	144,787	48,325	-3,270	189,842	40,746	-39000	191,587
GENERAL RESERVE		1,635	0	92,263	-9,800		82,463	-16,642		65,821
TOTAL RESERVES		75,570	-6,770	237,050	38,525	-3,270	272,305	24,103	-39000	257,408
Target for General Reserve (25% net expenditure) suggested							84,890			86,700
Target for General Reserve (25% expenditure) per Purple Book							94,614			95,215
Deficit/Surplus							-2,527			-20,879
Deficit/Surplus							-12,151			-28,384
% Deficit/Surplus							-3%			-24%
% Deficit/Surplus							-14%			-34%