

Earmarked Reserves - after F&GP 16th April 2018

Earmarked reserves have been designated for 4 main areas. Firstly as a means for the Council to meet the costs of future expenditure anticipated in the 2006 Parish Plan or in the Neighbourhood Development Plan but not yet specifically identified in the current year's budget, secondly to meet costs which may well arise but on an uncertain timescale (eg replacement of equipment, staff sickness) , thirdly for other large costs which will arise in the future and need to be saved for (burial ground) and lastly where the Council has been given s106 money for maintenance of areas over many years.

Overall, earmarked reserves have been set aside to provide the council with financial stability as follows:

Office:

- Admin cover: to cover the cost of employing a locum to ensure the Council can continue to operate effectively in the event of the Parish clerk suffering long term illness or absence, any costs associated with the employment of temporary staff to cover the absence of other staff or other unplanned employment costs. (The clerk, having completed six years' service, is entitled to a maximum of 12 months sickness pay, 6 at full pay and 6 at half pay. The present provision is insufficient to cover that but it will be sufficient for anything other than the most severe illness.)
- Office equipment: to ensure funds are available to replace expensive items of office equipment, such as the copier, computer etc., in the event of unexpected breakdown. The copier was replaced in 2017/18.
- Training: providing a fund for training of staff and councillors. Training costs will be higher in some years than others and this provides a buffer to cover requirements exceeding normal budgetary provision.
- Cemetery software: this has been removed from the earmarked reserves as it has not proven necessary to use it over the past six years. It is not now envisaged that any specific issues are likely to arise. This will be combined with the office equipment EMR.
- Election Costs: if a poll is called to fill a casual vacancy, the Parish Council has to meet the election costs. Historically the possibility that this expenditure may be needed (outside election years) has been allowed for by providing a contingency in each year's budget. As this is seldom used a more realistic provision can be made by allowing for the cost of an election in earmarked reserves.
- PC Office: to make provision towards necessary office space and council facilities and improvements as staffing resources or council requirements are reviewed.

Highways:

- Burial ground: to build up a reserve to meet likely substantial repairs costs to headstones and memorials after the next five year inspection due early 2018. It is recommended that once the fund reaches £20,000 no further addition is made.
- Footpaths: undertaking repairs, maintenance and improvement to the footpath network above normal predictable repair and maintenance (which is provided for in the budget) and also to provide digital maps of the network in the Parish. This may include the cost of footpath diversion and conversion to PROW.
- Village Enhancement: to build up a reserve to allow significant improvements to Long Ashton and/or Leigh Woods. The enhancement project could encompass a variety of aspects including relatively minor works such as street furniture, highways markings or bus shelters or more substantial changes which may include for example the purchase or support of community assets or facilities.

- Allotments: to build up a fund to allow allotments to be provided once a site is identified. This could possibly cover such costs as enabling funding to allow acquisition of the land or infrastructure costs such as fencing or water supply.
- Road Safety; provision to ensure that road safety schemes in the parish can proceed.
- Tree Planting: to provide tree planting in the parish on a site to be determined.

Planning:

Planning contingency fund: enabling the council to challenge and deflect future threats to the villages, their residents or environment and to the surrounding green belt and building up a fighting fund for this purpose. Once this has reached £100,000 it is anticipated that no further addition will be made.

Neighbourhood Development Plan/Village Enhancement Scheme:

To meet the costs of implementation of the NDP this can include the provision of enabling funding to investigate the acquisition of community assets.

Consultation on Village Enhancement Scheme

There is £1802 of the grant given to the PC to meet the costs of the NDP. North Somerset Council has agreed that this can be used for consulting on the VES as part of the NDP.

General:

- Youth: supporting the youth club to be able to maintain its operation given its uncertain income in the light of cuts in funding by NS and to assist its longer term aspiration for a youth centre and skate park.
- Leigh Woods – provision for any contribution required to implement the double yellow lines/restricted parking scheme and new signage.
- S106: maintaining or providing for maintenance of the playgrounds and POS acquired from Taylor Wimpey in 2012-13 at Kings Croft, Chancellors Park and Peel Park (the sum received was originally calculated on the basis of fifteen years).
- Christmas Lights – this includes unspent funds from earlier years and donations made.

Where expenditure has been made from an earmarked reserve (such as the s106 money for maintenance of the Taylor Wimpey areas) an adjustment will be made to the amount of the reserve in the February of the financial year in which the expenditure has been made, allowing for expected expenditure in the remainder of the financial year. This will be finalised in April when actual expenditure is known.

Where amounts are included in the budget for items which are consistent with earmarked reserves (such as planning contingency or burial ground works) the amount of unspent budget that will be assigned to the earmarked reserve will be made in the February of the financial year the budget refers to, taking account of any expected expenditure in the remainder of the financial year.

EARMARKED RESERVES

The following amounts have been earmarked for specific purposes:

	2017	Spent in 2017/18	Change (from budget)	2018	Extra provision	2018 adj total
Admin Cover	12,000	-	1,000	13,000		13,000
Office Equipment	5,500	2,537	-	2,963	1,000	3,963
Training	1,250	-	-	1,250		1,250
Cemetery Software	1,000	-	-	1,000	-1,000	0
Burial Ground	18,874	-	1,126	20,000		20,000
Footpaths	7,655	-	950	8,605		8,605
Village enhancement	4,678	214	-	4,464		4,464
Allotments	5,500	-	500	6,000		6,000
Youth	12,000	880	-	11,120		11,120
Planning Contingency	100,000	-	-	100,000		100,000
S106 All Taylor Wimpey Areas	199,998	10,265	-	189,733		189,733
NDP implementation/VES	20,300	-	6,000	26,300		26,300
VES Consultation	1,802	-	-	1,802		1,802
Table Tennis Table	2,000	-	-	2,000	-2,000	0
Leigh Woods	7,000	-	-	7,000	2,000	9,000
Election Costs	3,000	-	-	3,000		3,000
Christmas Lights	2,000	1,619	1000^	1,381		1,381
Road Safety	-	-	7,000	7,000		7,000
Parish Council Office	-	-	3,500	3,500		3,500
Tree Planting	-	-	1,000	1,000		1,000
Total	404,557	15,515	22,076	411,118		411,118

S106 Money (finalised April 18)

Reserve 1/4/2017	199,998
Spent by 31/3/18	12,766
Total remaining	187,232
Interest received*	2,501
Total to be placed in reserve	189,733

* From Nationwide, Hampshire trust and LAPF

^includes £500 donation