

## Earmarked Reserves - after F&GP 18<sup>th</sup> February 2019

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.
- 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 2019. 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. It is expected that at least some of this will be spent in 2019/20.

- Tree Planting: to provide tree planting in the parish on a site to be determined.

### **Planning:**

Planning contingency fund: enabling the council to obtain professional advice on potential impacts and challenges and deflect future threats to the villages, their residents or environment and to the surrounding green belt and building up a strategic 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. It is expected that this will be spent in 2019/20.

### **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. It is expected that this will be spent in 2019/20.
- 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.
- Community Infrastructure Levy (CIL) - the Parish Council receives some money from developers, via North Somerset Council, to be used on infrastructure within the Parish. The detail of any CIL received or spent has to be recorded.
- Silver award money – as a result of activities undertaken to improve recycling the PC was awarded £1050 it is expected this will be spent on seating and planting in 2019/20.

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:

|                                 | 2018           | Spent in<br>2018/19 | Change<br>(from<br>budget) | 2019           | Extra<br>provision | 2019 adj<br>total |
|---------------------------------|----------------|---------------------|----------------------------|----------------|--------------------|-------------------|
| Admin Cover                     | 13,000         | -                   | 1,000                      | 14,000         |                    | 14,000            |
| Burial Ground                   | 20,000         | -                   | -                          | 20,000         |                    | 20,000            |
| Footpaths                       | 8,605          | -                   | 369                        | 8,974          |                    | 8,974             |
| Youth                           | 11,120         | -                   | -                          | 11,120         |                    | 11,120            |
| Office Equipment                | 3,963          | -                   | -                          | 3,963          |                    | 3,963             |
| Training                        | 1,250          | -                   | -                          | 1,250          |                    | 1,250             |
| Planning Contingency            | 100,000        | -                   | -                          | 100,000        |                    | 100,000           |
| S106 All Taylor Wimpey<br>Areas | 189,733        | 9,474               | -                          | 180,259        |                    | 180,259*          |
| NDP implementation/VES          | 26,300         | -                   | -                          | 26,300         | 1,300              | 27,600            |
| Allotments                      | 6,000          | -                   | -                          | 6,000          |                    | 6,000             |
| Village enhancement             | 4,464          | -                   | -                          | 4,464          | -2,300             | 2,164             |
| Leigh Woods                     | 9,000          | -                   | -                          | 9,000          | 1,000              | 10,000            |
| Election Costs                  | 3,000          | -                   | -                          | 3,000          |                    | 3,000             |
| VES Consultation                | 1,802          | *-                  | -                          | 1,802          |                    | 1,802*            |
| Christmas Lights                | 1,381          | 100*                | -                          | 1,281          |                    | 1,281*            |
| Road Safety                     | 7,000          | -                   | 3,000                      | 10,000         |                    | 10,000            |
| Parish Council Office           | 3,500          | 376                 | -                          | 3,124          |                    | 3,124             |
| Tree Planting                   | 1,000          | -                   | 1,000                      | 2,000          |                    | 2,000             |
| CIL                             |                |                     | 7215                       | 7,215          |                    | 7,215             |
| Silver award                    |                |                     | 1050                       | 1,050          |                    | 1,050             |
| <b>Total</b>                    | <b>411,118</b> | <b>9,950</b>        | <b>13,364</b>              | <b>414,802</b> |                    | <b>414,802</b>    |

### S106 Money (to be finalised in April)

|                                      |                |
|--------------------------------------|----------------|
| Reserve 1/4/2018                     | 189,733        |
| Due to be spent by 31/3/19           | 12,784         |
| Total remaining                      | 176,949        |
| Interest received^                   | 3,310          |
| <b>Total to be placed in reserve</b> | <b>180,259</b> |

### S106 detail

|                                      |        |
|--------------------------------------|--------|
| Spent on Taylor Wimpey areas to date | £4180  |
| Spent on Peel Park to date           | £5664  |
| To be spent (estimates)              | £2940  |
| Playground inspections - £           | 90     |
| Maintenance Feb – Mar -£             | 550    |
| Repairs play areas                   | £ 200  |
| Peel Park litter picking -           | £1100  |
| Peel park other -                    | £1000  |
| Total                                | £12784 |

^ From Nationwide, Hampshire trust and LAPF

\*to be finalised