

Raglan Community Council
Minutes of the Finance Meeting held on Wednesday
27 January 2016 at the Raglan School at
7.00pm

Present

Cllr Ewen Brierley
Cllr Vivian Compton
Cllr Dennis Brown
Cllr Penny Jones
Cllr Richard Moorby(Chairman)

Cllr Trevor Phillips
Cllr Noel Porter
Cllr Ray Parry
Cllr Peter Williams

4001 In attendance:

Adrian Edwards, Clerk to the Council.
Mr Roger Hoggins

4002 Agenda item 1:-Apologies for absence.

Cllr's Helen Williams, Noel Porter & Sylvia Price

4003 Agenda item 2: Declarations of interest

No declarations made at this time.

4004 Agenda item 2: To receive a report from Mr Roger Hoggins officer from MCC

The chairman welcomed Mr Hoggins to the meeting and invited him to give members a report following Monmouthshire County Councils next budget meeting. He explained that MCC will be looking to work more closely with Community and Town councils over the next number of years. Mr Hoggins explained that the highways budget has been reduced year on year but over the years MCC have been able to resurface a number roads in the county at a cost for around £4m. He explained in the last round of cuts the highways budget has been reduced again and the County Council have reduced the staffing level from 30 to 27 from within the Highways team as the capital budget is an estimated £1.7m for the coming year. It was also explained that the council's response teams will remain but the programmed works will see changes.

Mr Hoggins explained that MCC will be looking to work with Community and Town Councils along with third sector groups to undertake different projects in the county. He explained that MCC will be meeting with a number of community councils in the south of the county to set up cluster working programmes between both tiers of local government but he with other officers in the county council understand this will not be a straight forward process.

It was explained Raglan Community Council are prepared to work with MCC on joint working but closer consultation will need to be set between both tiers and MCC must understand if partnership working is to work it has to be on both sides. There was a number of questions about different projects and programmes of work, and it was agreed that Mr Hoggins along with other officers will attend a council meeting to discuss the partnership working.

The chairman thanked Mr Hoggins for attending and he left the meeting at 7.50pm.

4005 Agenda item 3: To consider the Clerks report of 2015/16 and the budget for 2016/17.

The clerk explained the clerks report is self-explanatory. The columns indicate the council budget that was set in 2015, the council's expenditure 2015/16 to 6 January 2016 and predicted

expenditure to 31 March 2016. Report in appendix one below. After some debate it was:

Proposed: the report is accepted

The clerk explained that he and Cllr Moorby attended Monmouthshire County Councils sustaining local services and joint working groups in County Hall on the 3 December 2015. A copy of the hand out is included in members agenda pack. This pack also included the cluster working groups proposed by MCC officers and the draft figures for each Community or Town Council in Monmouthshire to raise £10k towards MCC programme of works. (Appendix 3 attached)

4006 Agenda item 4: Consider any projects for the 2016/17 financial year.

The clerk explained that a number of councillors should if they think fit to declare an interest as they may have a Personal and Prejudicial interest in some of the projects they are involved in, in the community. The clerk explained the budget figures are figures members debated in an earlier meeting where they expected to fund a local group/s. The clerk explained that the two end columns will give members expected figures based on the base line Monmouthshire County Council use.

Cllr's Moorby, Phillips, P Williams declared Personal and Prejudicial interest, P Jones declared Personal interest as members of Raglan Village Hall Association and all left the meeting. Cllr Ewen Brierley chaired the meeting at this point.

The clerk explained to members that they must be mindful of the limit set by WG. He explained that the limit for 2016/17 year will be £7.42 per elector. If members are minded to increase the precept, to support Raglan Village Hall Association with £10k from the precept would need to increase by an estimated £9,500.00

Members debated the figures indicated in the report and would recommend that the precept is raised to £34,805.10 this would represent an estimated increase in the precept for a band D property of £3.37. After some debate it was:

Recommended: that council raise the precept by 10% to support the RVHA in the grant process relating to the transfer of the former school.

4007 Agenda item 4: To consider requests for donations received for the forthcoming year. Applications should be made on the councils application form.

The clerk explained that the following groups have submitted applications for funding

1	Monmouthshire County Citizens Advice	No Amount	(Agreed funding for 2016/17 depending on request)
2	Llandenny PCC Church	£100.00	(Agreed funding for 2016/17)
3	Monmouthshire Meadows Group	£100.00	(Agreed funding for 2016/17)
4	Raglan in Bloom grant to sweep the village	£1,000.00	(Agreed funding for 2016/17)
5	Raglan in Bloom donation request	£500.00	(Agreed funding for 2016/17)
6	Raglan Twinning Association	£500.00	(Agreed funding for 2016/17)
7	Gwent Federation of Young Farmers Clubs	No Amount	Not Agreed
8	Raglan Young Farmers	£100.00	(Agreed funding for 2016/17)
9	Raglan Village Hall Association	£10k	(Awaiting further information)
10	Raglan Afternoon Teas	£500.00	(Agreed funding for 2016/17)

Councillors Cllr's Moorby, Phillips, P Williams and P Jones returned to the meeting

The clerk explained that due to the changes in the audit system and the transparency process it would be advisable to send application forms to the groups requesting funding so the application can be attached to the payment voucher for audit purposes. Following some discussion it was:

Agreed: that a simple grant application form is sent to all the applicants

4008 Agenda item 5: Replace the map-case in Beaufort Square 'Cllr Moorby'

Cllr Moorby explained that he had been contacted by a resident about changing the village plan information board on the square opposite the Beaufort Hotel. Cllr Moorby explained it was expected the funds to procure a new board would come from 'Crowd Funding'. The request has been made as the Community Council are the owners of the information board. After some debate it was:

Proposed: that a draft drawing is provided so the style and design can be approved before any purchase orders are placed.

All members agreed.

4009 Agenda item 6: To recommend a precept for 2016/17 financial year.

Following discussion between members in agenda item 4 above. After some debate it was:

Proposed: that the precept is raised by 10% this would represent an estimated increase in the precept for a band D property of £3.37.

Those members present agreed

4010 The Chairman thanked everyone for attending. The meeting closed at 8.40 pm.

Signed by _____
Chairman Cllr Richard Moorby
Date 24 February 2016

Raglan Community Council
Clerks report projected figures for 2016/17 precept

	1 Apr '15 - 6 Jan 16	Budget	£ Over Budget	Expected exp to the end March 2016	10% increase in the Budget 2016/17	30% Increase towards RVHA
Ordinary Income/Expense						
Income						
1	Allotment Income	135.00	375.00	-240.00	315.00	375.00
2	Grant Income	0.00	0.00	0.00		
3	Interest Income	2.36	5.55	-3.19	1.10	12.85
4	Miscellaneous	0.00	0.00	0.00		0.00
5	Precept	31,641.00	31,641.00	0.00		34,805.10
6	Total Income	31,778.36	32,021.55	-243.19	316.10	35,192.95
The Budget Heading 'Costs of memorandum' includes £10k ring fenced for local projects and works relating to the MUGA						
7	Expense					
8	Allotments Expenses	2,758.82	400.00	2,358.82		1,500.00
9	Bank Service Charges	25.00	25.00	0.00		25.00
10	Charitable Donations	2,800.00	3,650.00	-850.00	300.00	300.00
11	Councillor Expenses	250.00	650.00	-400.00	200.00	650.00
12	Hall Hire	384.50	300.00	84.50	0.00	350.00
13	Insurance Expense					
14	Affiliation	0.00	0.00	0.00		
15	General Liability Insurance	0.00	0.00	0.00		
16	Insurance Expense - Other	0.00	700.00	-700.00		
17	Total Insurance Expense	0.00	700.00	-700.00	725.00	770.00
18	Miscellaneous Expense	0.00	0.00	0.00		
19	Office Expense					
20	Audit	390.00	600.00	-210.00		600.00

21	Consumables	105.05	115.00	-9.95		127.00	127.00
22	Copying	33.20	58.00	-24.80	20.00	60.00	60.00
23	Election Expenses	0.00	200.00	-200.00		200.00	200.00
24	Members Training	0.00	250.00	-250.00	105.00	350.00	350.00
25	Misc	0.00	0.00	0.00			
26	Office allowance	50.00	200.00	-150.00	150.00	250.00	250.00
27	One Voice Wales	150.00	378.00	-228.00		378.00	378.00
28	Postage	171.84	120.00	51.84	20.00	185.00	185.00
29	Professional Fees	246.00	75.00	171.00		250.00	250.00
30	Rates	0.00	0.00	0.00	0.00	0.00	0.00
31	Rent	0.00	0.00	0.00	0.00	0.00	0.00
32	Software	0.00	80.00	-80.00		60.00	60.00
33	Staff Training	0.00	100.00	-100.00	75.00	150.00	150.00
34	Stationery	19.93	0.00	19.93	15.00	120.00	120.00
35	Supplies	0.00	0.00	0.00		0.00	0.00
36	Website	279.63	120.00	159.63	0.00	160.00	160.00
37	Office Expense - Other	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
38	Total Office Expense	1,445.65	2,296.00	-850.35			
39	Staff Costs	3,328.39	3,980.21	-651.82	900.00	5,200.00	5,200.00
40	Uncategorized Expenses	0.00	0.00	0.00			
41	Village						
42	Christmas Lights	0.00	4,800.00	-4,800.00	4,800.00	4,900.00	4,900.00
43	Costs of Memorandum	213.50	12,117.00	-11,903.50		12,000.00	22,000.00**
44	Dog Waste Bins	372.90	485.00	-112.10	125.00	533.50	533.50
45	General Maintenance	50.00	1,500.00	-1,450.00	450.00	1,650.00	1,650.00
46	Ground Maintenance	3,259.47	1,500.00	1,759.47	650.00	1,650.00	1,650.00
47	Misc	0.00	0.00	0.00			
48	Village - Other	<u>4,066.00</u>	<u>0.00</u>	<u>4,066.00</u>		<u>4,472.00</u>	<u>4,472.00</u>
49	Total Village	<u>7,961.87</u>	<u>20,402.00</u>	<u>-12,440.13</u>			
50	Total Expense	<u>18,954.23</u>	<u>32,403.21</u>	<u>-13,448.98</u>	<u>8,535.00</u>	<u>36,890.50</u>	<u>46,890.50</u>

Raglan Community Council precept setting for 2016/17.
The figures below show the percentage increase on 2015/16. The properties are at November 2014.

The precept for 2015/16 was £31,641.00 1070.78

Numbers of properties	Property Banding	0% £31,641.00	3% £32,590.00	5% £33,223.05	10% £34,805.10	20% £37,969.20	30% £41,133.30
16	Band (a)	£19.69	£20.28	£20.67	£21.66	£23.63	£25.60
	15/16	19.42	19.42	19.79	22.63	22.63	24.51
36	Band (b)	£22.97	£23.66	£24.12	£25.27	£27.57	£29.87
	15/16	22.65	22.65	23.10	26.38	26.38	28.59
84	Band (c)	£26.25	£27.04	£27.57	£28.88	£31.51	£34.14
	15/16	25.90	25.90	26.40	30.17	30.17	32.68
126	Band (d)	£29.54	£30.43	£31.02	£32.50	£35.45	£38.41
	15/16	29.13	29.13	29.69	31.11	33.94	36.76
201	Band (e)	£32.82	£32.82	£34.46	£36.11	£39.38	£42.67
	15/16	32.37	32.37	33.00	37.72	37.72	40.86
171	Band (f)	£36.10	£37.19	£37.91	£39.72	£43.32	£46.94
	15/16	35.60	35.60	36.30	41.48	41.48	44.94
185	Band (g)	£39.38	£40.57	£41.35	£43.33	£47.26	£51.21
	15/16	38.85	38.85	39.60	41.48	45.26	49.03
55	Band (h)	£42.66	£43.95	£44.80	£46.94	£51.20	£55.48
	15/16	42.08	42.08	42.90	44.94	49.03	53.11
20	Band (i)	£45.95	£47.33	£48.25	£50.55	£55.14	£59.74
	15/16	45.31	45.31	46.19	48.81	52.80	57.20

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NOTES:

All the above is to provide information for RCC members to consider any increase in the precept. If members are minded to increase the community council precept the above tables show the estimated increase against 2015/16 financial year. The first column shows members if the income from the precept was not increased the precept would still increase by a small percentage due to the 16/17 formula. Members must be mindful regarding the increase, of any projects they wish to support, that recipient will need to provide a full breakdown of the estimated costs and receipts before final payment. All of the above are subject to change from MCC calculations once the figures are submitted.

Dear Councillor

Sustaining Local Services – Joint working between Monmouthshire County Council and Community and Town Councils.

You may be aware that Monmouthshire County Council (MCC) has included a budget proposal to reduce costs (£400,000 in 2016/17) by either getting financial support from community and town councils (local councils) to maintain a service or to transfer delivery of a service to a local council.

Work started on the concept of services being managed/funded locally several years ago when provision of several public toilets transferred to local councils. Other services also funded or provided by local councils include street sweeping, sports facilities, cemeteries etc.

During the present MCC budget consultation a briefing note has also been circulated to all local councils in which the basis of the proposal is discussed in more detail. The note is attached – appendix 1.

A meeting was also organised at MCC HQ, Usk to debate the proposal with representatives from local councils.

A schedule of services for which support is being sought from town councils was also circulated (appendix 2). Obviously the corollary of this is that these services are at risk if support is not forthcoming.

An email was circulated on the 30th November '15 by Will Mclean which provided further information about typical costs associated with some 'local' services (appendix 3).

Officers have attended meetings of some local councils to discuss the proposal and what it might mean to each council. Further meetings are also timetabled.

Nevertheless many local councils are seeking greater clarity about which services may be at risk that will affect their communities and what new arrangements are being promoted by the county council.

There are also increasing discussions about the options and opportunities that town and community councils acting in 'clusters' might generate.

What services are at risk and/or being promoted for local provision?

Before discussing services at risk in the future it is worth looking briefly at what arrangements are in place now.

We are starting from a very wide spectrum when reviewing existing arrangements around Monmouthshire.

Some local councils already provide or support services as diverse as a library, cemeteries, sports pitches/facilities, litter picking, street sweeping and public conveniences, museum opening hours, TIC's.

However within this context we also have precepts in 2015/16 ranging from £2,700 to £149,000 within community councils and £81,000 to £398,000 amongst town councils. The budget for each local council reflects the number of properties within their community and current service

provision and role of each council but inevitably also influences the range of services which a local council might consider supporting by reprioritising and reprofiling of their existing budgets. For this initiative to develop across all local councils (i.e. taking on more services) then they will have to either release funding from existing budgets or more likely raise their precept to generate income (a schedule of what increased income might mean to individual local council precepts is provided in appendix 4).

Those services at risk within the towns so far are scheduled in appendix 2. It includes closure of toilets, withdrawal or reduction in manual sweeping , reduction in opening hours for Hubs and museums, cut backs in sports and parks maintenance.

However there is a strong argument that community councils residents (and hence their community councils) should also contribute to some if not all of the services at risk in the towns.

Within the rural communities the service cuts introduced or proposed so far are largely highway related. The supervision and administration in MCC highways have previously been cut and further cuts to the management and technical team are being introduced now. However in 16/17 cuts are also occurring in the front line workforce, vehicles, materials and plant – if the budget proposals are approved then in the last 5 years the highways budget will have been reduced by 33% (£4.7m in 2012 to £3.1 in 2016).

MCC is the highway authority so cannot 'abandon' public roads simply because there is less money (to remove a road from public use requires a 'stopping up' order). However the level of response and service will inevitably reduce. Verge maintenance on the 'R' routes and unclassified roads is being reduced from twice to once per year in 2016 (A and B roads are already largely cut once per year), potholing and patching, gulley cleaning, sweeping and signage will all be 'prioritised' and it is quite possible that longer delays in response will cause greater frustration for local residents and councillors alike.

Maintenance of open spaces will likely also come under pressure with a general reduction in service affecting the appearance of villages and the like.

The impact of reduced verge maintenance is quite clear for each community council. For MCC the saving is £30,000 by cutting verges only once on 'R' and unclassified routes. If local councils wish to keep verge cutting at 2 times per year then they can either arrange for the cutting to be done (using a suitable operator and in agreement with MCC) or fund MCC to carry out the works (allow £20 per kilometre of verge).

Local councils can also commission work by MCC or arrange it themselves (using an approved contractor and in liaison with MCC) to carry out works in the community which the council considers of sufficient importance that local funding is justified (ref appendices for typical budget costs).

It is not possible to be explicit about which services are going to be delayed or withdrawn because MCC has to constantly review its priorities, particularly in relation to highways. What is clear is that there is a decline in funding affecting several services presently provided by MCC but, given the extent of variation between the composition of local councils, what arrangement is anticipated under a new regime where local councils play a greater role in local service provision?

It is feasible for each local council to fund or fund/manage many services within their area within their own right (or on behalf of MCC) and budget accordingly. Alternatively local councils may

wish to work collectively coming together as clusters, sharing funding and resources and then supporting and prioritising services at a regional level.

What happens next, how do we develop this further?

Local councils will be at various stages of engagement in this process. Some will have set precepts based upon the information available to date whereas others may have yet to set their precepts or prioritise their budgets. Some may also be contemplating the use of reserves should they wish to contribute to service provision.

Others may have decided not to make any provision for this initiative in the coming year possibly awaiting further clarification or simply deciding not to become involved at this time

For those that are making provision to support services then an early conversation with MCC officers will assist with implementation.

For those that are still contemplating making provision then MCC officers are willing to attend any further meetings or provide any more detail which may aid a decision.

Where a council has decided not to become involved then a note to that effect would assist MCC officers in formulating how budget/service reductions might be introduced in the new financial year.

However the concept of local councils acting collectively (clusters) has already been mentioned and even if this is not established for 2016/17 then work can start on the feasibility. MCC officers will shortly send invites to local councils in each cluster to attend workshops to discuss how this might be developed further.

Conclusion

Pressure upon county council budgets is forcing these councils to reappraise what services it can support. The 'big spenders' within the county council budget are education and social care where spend patterns are heavily influenced by national government, demand and legislation.

It inevitably means that other services such as highways, waste, leisure, countryside, parks, street sweeping, libraries, tourism, economic development etc. come under increased pressure and are at risk of reduction and possibly withdrawal other than where services are defined by statute.

However public opinion of the quality of a council are often reflected in the delivery of these services.

The Local Government (Wales) Measure Act 2011 also confers powers upon Welsh town and community councils to carry out works within their communities.

All of these items coming together suggest that the role of local councils will change in the future and it is incumbent upon the county councils to work with local councils to sustain services which will otherwise falter.

EXTRACT - WILL McLEAN EMAIL 30/11 TO LOCAL COUNCILS – APPENDIX 3

A note has been circulated to town and community councils discussing the feasibility and options for town and community councils to support services that are at risk. Below is a schedule of rates that will inform the meeting on Thursday 3rd December and assist town and community councils in their decision making process.

Rates for services:

HGV road Sweeper: £450 per day (driver, vehicle and disposal costs). Indicative output – 16 channel miles.

HGV gully emptier: £600 per day (driver and mate, vehicle and disposal costs). Indicative output-depends upon condition of system.

Highways crew (driver plus mate, transit pick up, small plant, materials) - £2500 per week

Verge cutting - £20 per kilometre (verge length)

White lining - £650 per day (crew, vehicle, plant, materials)

Manual sweeper (37 hour week – not weekends) incl equipment, holiday and sickness absence cover - £25,000 per year

Compact sweeper : £65,000 per year (5 day week - driver, vehicle and disposal costs).

For information/attention – reduction in opening hours for Hubs and museums. A 20% reduction in opening hours for Hubs has been assessed at £25,000 each (Monmouth and Caldicot) and £35,000 (Chepstow) – the difference is due to staffing levels in each Hub. The location of the Abergavenny Hub is yet to be resolved so at this time a reduction in library hours has been proposed (£5,000 saving).

A reduction in the opening hours for Chepstow, Monmouth and Abergavenny museums has been proposed by officers

Community councils in each cluster may wish to support opening hours for Hubs as it is a facility for the area rather than simply the town.

Roger

COMMUNITY COUNCIL PRECEPTS

Appendix 4

COMMUNITY COUNCIL		TAX BASE	2015/16	PRECEPT	2016/17	Band D additional cost		
			PRECEPT 2015-16	PRECEPT BAND D EQUIVALENT	Estimated TAX BASE	£10,000	£50,000	£75,000
			£			£	£	£
CRUCORNEY	4B/C	733.07	8,000	10.91	738.31	13.54	67.72	101.58
GROSMONT	4D	493.70	6,000	12.15	491.60	20.34	101.71	152.56
LLANELLY	4P	1,865.81	66,468	35.62	1,902.42	5.26	26.28	39.42
LLANARTH	4E/F	485.78	6,500	13.38	491.35	20.35	101.76	152.64
LLANFOIST FAWR	4H	1,785.61	57,000	31.92	1,866.14	5.36	26.79	40.19
LLANTILIO PERTHOLEY	4L/M	1,584.17	40,300	25.44	1,598.85	6.25	31.27	46.91
LLANOVER	4J/K	802.59	10,500	13.08	820.15	12.19	60.96	91.45
CAERWENT	1A	1,081.43	42,000	38.84	1,097.15	9.11	45.57	68.36
DEVAUDEN	1C	631.72	8,000	12.66	638.80	15.65	78.27	117.41
LLANGWM	1E	268.30	2,700	10.06	274.87	36.38	181.90	272.86
MATHERN	1G	608.58	16,080	26.42	622.99	16.05	80.26	120.39
PORTSKEWETT	1H	1,016.94	20,500	20.16	1,008.69	9.91	49.57	74.35
ROGIET	1J	708.00	33,417	47.20	715.33	13.98	69.90	104.85
ST ARVANS	1K	453.41	10,290	22.69	456.36	21.91	109.56	164.35
SHIRENEWTON	1L	726.51	16,951	23.33	727.59	13.74	68.72	103.08
TINTERN	1M	491.33	16,670	33.93	502.87	19.89	99.43	149.14
MAGOR WITH UNDY	1N/P	2,866.20	149,160	52.04	2,913.52	3.43	17.16	25.74
LLANGATTOCK-VIBON-AVEL	7D	652.33	9,000	13.80	675.35	14.81	74.04	111.05
LLANTILIO CROSSENNY	7E	452.11	5,400	11.94	457.18	21.87	109.37	164.05
MITCHEL TROY	7C	734.70	7,750	10.55	739.60	13.52	67.60	101.41

RAGLAN	7A	1,065.48	31,641	29.70	1,070.78	9.34	46.70	70.04
TRELLECH UNITED	7B	1,630.04	25,000	15.34	1,655.35	6.04	30.21	45.31
GOETRE FAWR	8F	1,184.11	28,000	23.65	1,183.34	8.45	42.25	63.38
GWEHELOG FAWR	8A	287.77	4,500	15.64	286.83	34.86	174.32	261.48
LLANBADOC	8C	462.56	10,868	23.50	465.17	21.50	107.49	161.23
LLANGYBI	8D	531.38	8,950	16.84	535.21	18.68	93.42	140.13
LLANHENNOCK	8E	282.38	4,400	15.58	286.33	34.92	174.62	261.93
LLANTRISANT FAWR	8B	258.31	4,500	17.42	263.38	37.97	189.84	284.76
ABERGAVENNY TOWN	5A/B/C/D	4,767.73	256,046	53.70	4,807.62	2.08	10.40	15.60
CALDICOT TOWN	1B	3,956.07	256,418	64.82	3,987.91	2.51	12.54	18.81
CHEPSTOW TOWN	2A	5,367.76	389,500	72.56	5,445.08	1.84	9.18	13.77
MONMOUTH TOWN	3A	4,964.57	236,382	47.61	4,995.48	2.00	10.01	15.01
USK TOWN	6A	1,360.89	81,000	59.52	1,380.45	7.24	36.22	54.33
		44,561.34			45,102.03			