LAKE PARISH COUNCIL – AGENDA 14 DECEMBER 2023

You are hereby summoned to attend a meeting of Lake Parish Council to be held on **Thursday 14 December 2023** at **7.15 pm** at **Lake Methodist Church**, Sandown Rd, Lake, to consider the matters set out in the following agenda.

Members of the public are invited to attend the meeting. There will be a 10-minute public forum before and after the public meeting for questions.

1. Apologies for absence
2. To receive any declarations of interest in agenda items
3. To confirm the minutes of the meeting held on 12 October 2023 (Paper A)
4. Matters arising from the minutes not requiring a resolution
5. Updates from Safer Neighbourhoods Policing Team
6. Finances
    1. To approve the Payments and Receipts lists as presented for October 2023 (Paper B)
    2. To approve the Payments and Receipts lists as presented for November 2023 (Paper C)
    3. To receive and note the verified bank reconciliations for October and November 2023 (Paper D)
    4. To receive and note the expenditure against budget through November 2023 (Paper E)
    5. 2024/2025 Budget Process and November briefing (Paper F)
    6. PWLB Update
7. Planning applications: to resolve comments on applications received.
8. Events Committee
9. Ripples
10. The Clerk
11. Isle of Wight Councillors
12. Councillors' reports

13. PUBLIC QUESTION TIME

10 minutes are available for members of the public to speak on any matters relating to parish business. Any written questions received and not considered in the earlier session will be prioritised.

Clerk

7 December 2023

Item 3 - Paper A

LAKE PARISH COUNCIL MEETING
MINUTES 12 OCTOBER 2023

Minutes of the Meeting of Lake Parish Council held on **THURSDAY, 12 October 2023** at **Lake Methodist Church** at **19.15pm.**

PRESENT: Cllr Paul Brading, Chairman
Cllrs Naomi Goodall, Sue Hardy, Jenny Hicks and Bette Young

IN ATTENDANCE: Mr Richard Priest (Clerk)

There were seven members of the public present, and Mr Parkes asked a question about the War memorial which the Chair answered and thanked Cllr Hicks for work responding to vandalism, and another resident thanked the Chair for articles in Ripples and informing the community of its work, recognising the opportunity to do more with the help of the community.

54/23-24 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Michelle Abbott, Pauline Evans, Sue Hardy, John Marshall and Tig Outlaw. The Chair and members asked the Clerk to contact Cllr Evans regarding attendance, and also noted that due to the circumstances the meeting wouldn't be recorded.

55/23-24 TO RECEIVE DECLARATIONS OF INTEREST IN AGENDA ITEMS

Declarations of interest were as previously registered and recorded.

56/23-24 CONFIRM MINUTES OF MEETING HELD ON 14 SEPTEMBER 2023

It was unanimously **resolved** to approve the minutes of 14 September 2023 as a true and accurate record of the meeting, and the Chair signed them accordingly.

57/23-23 MATTERS FROM THE MINUTES NOT REQUIRING A RESOLUTION

Members noted that all items covered by the agenda and reports, and members noted that the AGAR was placed on the Parish Notice Board, and included the response from the External Auditor.

58/23-24 UPDATE FROM SAFER NEIGHBOURHOODS POLICING TEAM

PCSO May had forwarded Report for circulation, would send to Ripples and members noted reduction in number of incidents in the Bay, and highlighted vandalism of cars in Currie Road,an inspection of Copse Mead, with trees cut back and benches painted in response to issues raised by residents, and a meeting with new Environmental Officer. PCSO May confirmed that arrangements for a Parish Walk would be taken forward when weather and officer resource allowed.

59/23-24 FINANCES

a) To approve the Payments and Receipts lists as presented for September 2023.

The Chairman proposed and Cllr Hardy seconded, with members unanimously proving the payments and receipts list as presented.

b) To receive and note the verified bank reconciliations for September 2023.

Members unanimously agreed and noted the bank reconciliation for September and the Chair signed accordingly.

c) To receive and note the expenditure against budget through September 2023

Members noted the Report and thanked the RFO for the detail and ensuring the Parish Council are financially responsible, given the increased cost pressures faced.

The Clerk and RFO highlighted the cost pressures, especially unplanned spend proposed on Revetment Toilets, and need to phase payments for the remainder of the financial year. Members thanked clerks for securing £17,100.27 VAT payment.

d) Budget Process 2024/2025

Members discussed the Budget process for 24-25, and unanimously agreed that a briefing at 10am on Tuesday 28 November 2023, and this would replace the November meeting of the Parish Council, with the Clerk notifying all members accordingly. Members also discussed and agreed the Budget Consultation documentation that will be placed on Notice Board and other locations, including on website.

e) New Road PWLB Application

The Clerk outlined the correspondence with IWALC regarding the submission of the PWLB loan application, the clerk would update members.

60/23-24 NEW ROAD TOILETS CORRESPONDANCE

Members noted recent correspondence circulated by the Clerk, and Cllr Brading confirmed that he had guidance from the IWC Monitoring Officer regarding accessibility legislation and New Road Toilets, which confirmed the advice provided by the Clerk, who had also secured independent guidance with further guidance having significant financial costs and legal implications.

61/23-24 PLANNING APPLICATIONS: TO RESOLVE COMMENTS ON APPLICATIONS RECEIVED

The Chair updated members on local planning issues, and members noted information that had been circulated and did not wish to comment.

62/23-24 EVENTS COMMITTEE

Cllr Brading updated members on discussions with Cllr Marshall on Remembrance Sunday plans, and the Clerk would contact Guard of Honour accordingly, and the Chair would circulate details of Order of Service arrangements to all members; and Cllr Hicks would discuss with the Co-Op refreshments on the day.

63/23-24 RIPPLES

The Chair thanked Mrs Marshall for work on Ripples and positive feedback from Bay Place Plan Consultation, and noted the Budget Consultation survey would be included in the latest edition. Members also noted plans for Christmas Carol Concert.

64/23-24 COUNCILLORS' REPORTS

Cllr Brading and members noted correspondence circulated by Cllr Outlaw, including details of the planned surface works on the Fairway, also noting requests from IWC for funding towards Planning Enforcement to be covered in the Budget Briefing in November, which would be informed by the Public Consultation on Priorities.

The Chair reported on the Briefing on Sandham School Site, and plans for Berry Hill, and that a draft of the Bay Place Plan was being discussed by the steering group with a remote meeting planned later in the month Cllr Brading also updated members on current situation at Broadlea School.

Cllr Hicks noted concerns about the gate on the newly installed crossing on the Railway, attendance at Sustainability Meeting, and Bin issue outside of Los Altos Park which would be reported to the appropriate agency, and Cllr Hicks would forward details of signage for the New Road Toilets until facility is replaced.

Cllr Hardy raised concerns about the start time of meetings, with resident comments, booking the church and other factors, and members unanimously agreed to bring the time forward to 7.00pm.

65/23-24 CLERKS REPORT

Members thanked the Clerk, Jenn and Raine for the actions taken and circulation of report, and the Chair noted the resources required to prepare Agenda, Papers and Minutes and this would form part of discussions on review of SLA.

66/23-24 PUBLIC QUESTION TIME

Cllr Brading proposed bring forward this item to enable confidential session and members unanimously resolved. A resident highlighted recent Best Places to visit success and how the community could contribute more to activities in Lake, and the Chair suggested submitting an article to the Ripples; Mr Parkes highlighted concerns at the junction outside of Tesco's, and possible noise issues at functions and events at Sandown Airport, and the Chair noted that the appropriate officers were aware of the situation and this would be considered in a future license, and that planning officers were dealing with issues near KFC, as well as aware of Island Forum.

67/23-24 EXCLUSION OF PUBLIC AND PRESS

Members resolved to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972. Cllr Goodall left meeting.

68/23-24 FINANCIAL MATTERS

Members noted update on procurement of revetment pump, and impact on Budget.

Cllrs also noted that a more comprehensive resolution regarding the Public Works Loan application for New Road was required and resolved that:

At the Lake Parish meeting of September 203, it was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a loan of £200,000 over the borrowing term of 10 years for the refurbishment of New Road Toilets with associated ground works and CCTV. The annual loan repayment are expected to be £23,931 per annum.

It is also intended to increase the council tax precept for the purpose of the loan repayments by 14.4% which is the equivalent to an additional £14.18 per year. This was subject to a precept increase consultation.

The Clerk circulated details of Member Absence from Council Meetings, and Members unanimously resolved that Cllr Marshall be given a dispensation from attendance from meetings for up to 6 months from 12 October 2023, and then this matter would be reviewed.

NEXT MEETING

The Meeting planned for November would now be cancelled and members unanimously agreed that due to resident comments on darker evenings, future meetings would start at 7.00pm, with the next meeting being at 7.00pm on Thursday 14 December 2023.

Meeting closed 21.15.

Item 6(1) - Paper B

#	Date	Recipient	Details	Value	NET	VAT	CHQ NO.	Code	Invoice Number	Invoice Date	%	Code	VAT NUMBER	Sec 137
051	03/10/2023	SSE	Electricity - New Road WC	**557.23**	530.70	26.53	N/A	039	211899296/004	14/09/2023	5%	L	553769603	0.00
052	03/10/2023	BDO LLP	Limited Assurance	**504.00**	420.00	84.00	N/A	001	SI-427813	26/09/2023	20%	S	830847032	0.00
053	09/10/2023	Danfo	Toilets Cleaning and Maintenance	**2127.10**	354.52	1772.58	N/A	035	7392	30/09/2023	20%	S	578281404	0.00
054	09/10/2023	John O'Conner	Fairway Park	**266.02**	44.34	221.68	N/A	030	102034	30/09/2023	20%	S	600555968	0.00
055	12/10/2023	R Priest	Expenses / Replacement key Notice board	**8.00**	1.34	6.66	N/A	002	-	-	20%	S	-	0.00
056	12/10/2023	R Priest	Expenses / Post office Business stream	**2.60**	2.60	0.00	N/A	009	-	-	0%	O	-	0.00
057	12/10/2023	R Priest	Expenses / Post office Business stream	**2.60**	2.60	0.00	N/A	009	-	-	0%	O	-	0.00
058	12/10/2023	R Priest	Expenses / Post office	**2.60**	2.60	0.00	N/A	009	-	-	0%	O	-	0.00
059	30/10/2023	T Forbes	Ripples Honorarium - Delivary	**178.00**	178.00	0.00	N/A	014	-	-	0%	O	-	0.00
060	30/10/2023	K Marshall	Ripples Honorarium - Editorial	**25.00**	25.00	0.00	N/A	016	-	-	0%	O	-	0.00

Paying in slip	#	Date	Details	Value	NET	VAT	Customer	Code
500105	035	02/10/2023	WC Income	**13.30**	13.30	0.00	Lake Cliff Gardens Toilets	007
	038	09/10/2023	VAT Refund (2022/23)	**17100.27**	0.00	17100.27	HMRC	002
500106	039	09/10/2023	WC income	**12.30**	12.30	0.00	Lake Cliff Gardens Toilets	007
500107	040	16/10/2023	WC income	**8.90**	8.90	0.00	Lake Cliff Gardens Toilets	007
	044	09/11/2023	Bank Interest (Dep)	**72.43**	72.43	0.00	Lloyds	005

Item 6(2) - Paper C

#	Date	Recipient	Details	Value	NET	VAT	CHQ NO.	Code	Invoice Number	Invoice Date	%	Code	VAT NUMBER	Sec 137
061	31/10/2023	John O'Conner	Fairway Park	**133.01**	22.17	110.84	N/A	030	103101	31/10/2023	20%		600555968	
062	31/10/2023	Sandown Town Counil	SLA Back Office Q4 2022/2023	**2500.00**	0.00	2500.00	N/A	007	836	31/10/2023	0%	0	2984495234	
063	09/11/2023	Wight Computers	Web Hosting	**156.00**	26.00	12.00	N/A	017	9	24/04/2023	20%	S	144683595	0.00
064	09/11/2023	Biltmore Printers	Lake Ripple No 62	**1384.00**	1384.00	0.00	N/A	015	SI-58804	01/11/2023	0%	O	276198224	0.00
065	09/11/2023	Care in the Garden	Winter bedding Lake	**77.60**	64.66	12.94	N/A	032	SI-4138	23/10/2023	20%		311948311	
066	09/11/2023	IOW Council	Enviroment Officer	**2345.00**	2345.00	0.00	N/A	00Z	9711316/0	28/09/2023	0%	O	9711316/0	0.00
067	09/11/2023	IOW Council	Parks - Grounds Maintenance	**7393.20**	6161.00	1232.20	N/A	034	9711316/0	28/09/2023	20%	S	9711316/0	0.00
068	29/11/2023	R Priest	Expenses / Wreaths	**40.00**		40.00	N/A	002	-	-	20%	S	-	0.00
069	30/11/2023	Danfo	Toilets Cleaning and Maintenance	**2127.10**	1772.58	354.52	N/A	035	7521	31/08/2023	20%	S	578281404	0.00
070	30/11/2023	F W Marsh	Pump for revetment toilets	**12749.28**	10624.40	2134.88	N/A	037	67701	29/11/2023	20%	S	582840324	

Paying in slip	#	Date	Details	Value	NET	VAT	Customer	Code
500109	041	23/10/2023	WC income	**11.25**	11.25		Lake Cliff Gardens Toilets	007
500109	042	30/10/2023	WC income	**6.20**	6.20		Lake Cliff Gardens Toilets	007
500110	043	06/11/2023	WC income	**7.00**	7.00		Lake Cliff Gardens Toilets	007
500111	045	13/11/2023	WC Income	**4.30**	4.30	0.00	Lake Cliff Gardens Toilets	007
	046	09/11/2023	Bank Interest (Dep)	**86.96**	86.96	0.00	Lloyds	005
500112	047	20/11/2023	WC Income	**5.60**	5.60		Lake Cliff Gardens Toilets	007
500113	048	27/11/2023	WC Income	**7.70**	7.70		Lake Cliff Gardens Toilets	007
	049	04/12/2023		**6.20**	6.20		Lake Cliff Gardens Toilets	007

Item 6(3) - Paper D

		April	May	June	Quarter 1	July	August	Sept	Quarter 2	Oct	Nov	Dec	Quarter 3	Jan	Feb	Mar	Quarter 4	Totals
Opening Balance	Current	37,566.37																
	Save	18,486.87																
	Gratuity	0.00																
Unpresented cheques carried over / Correction																		
Transfer				60000							12,749.28							
Expenditure																		
Administration - Audit		0.00	250.00	0.00	**250.00**	0.00	0.00	0.00	**0.00**	504.00	0.00	0.00	**504.00**	0.00	0.00	0.00	**0.00**	**754.00**
Administration - Equipment		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	8.00	40.00	0.00	**48.00**	0.00	0.00	0.00	**0.00**	**48.00**
Administration - Insurance		0.00	0.00	1,632.64	**1,632.64**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**1,632.64**
Administration - Loan (PWLB - Fairway Football Field)		0.00	0.00	0.00	**0.00**	0.00	1,173.14	0.00	**1,173.14**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**1,173.14**
Administration - Phone		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Administration - Professional Services - Misc (Legal Advice Etc)		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Administration - Professional Services - SLA		2,700.00	0.00	0.00	**2,700.00**	2,500.00	0.00	0.00	**2,500.00**	0.00	2,500.00	0.00	**2,500.00**	0.00	0.00	0.00	**0.00**	**7,700.00**
Administration - Accounting Software		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Administration - Stationary and Photocopying		38.39	0.00	0.00	**38.39**	0.00	0.00	0.00	**0.00**	7.80	0.00	0.00	**7.80**	0.00	0.00	0.00	**0.00**	**46.19**
Administration - Subscriptions IWALC & SLC		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Administration - ICT - Email		0.00	72.00	0.00	**72.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**72.00**
Adverts and Publicity - Adverts		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Adverts and Publicity - ICO		0.00	35.00	0.00	**35.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**35.00**
Adverts and Publicity - Ripples Distribution		178.00	0.00	178.00	**356.00**	0.00	178.00	0.00	**178.00**	178.00	0.00	0.00	**178.00**	0.00	0.00	0.00	**0.00**	**712.00**
Adverts and Publicity - Ripples Printing		1,210.60	1,210.60	1,210.60	**3,631.80**	0.00	0.00	1,541.40	**1,541.40**	0.00	1,384.00	0.00	**1,384.00**	0.00	0.00	0.00	**0.00**	**6,557.20**
Adverts and Publicity - Ripples Honorariam		25.00	0.00	25.00	**50.00**	0.00	25.00	0.00	**25.00**	25.00	0.00	0.00	**25.00**	0.00	0.00	0.00	**0.00**	**100.00**
Adverts and Publicity - Website - Word Press		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	156.00	0.00	**156.00**	0.00	0.00	0.00	**0.00**	**156.00**
Adverts and Publicity - Website - Domain Name		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Civic and Grants - Christmas		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Civic and Grants - Events - Coronation		538.80	50.00	119.41	**708.21**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**708.21**
Civic and Grants - Grants S137		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Civic and Grants - Remembrance		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Council and Councillors - Chair Allowance		300.00	0.00	0.00	**300.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**300.00**
Council and Councillors - Cllr training		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Council and Councillors - Hall Hire		0.00	0.00	0.00	**0.00**	330.00	0.00	0.00	**330.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**330.00**
Provisions - Beach		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Provisions - Beach - Bouys		0.00	0.00	3,209.49	**3,209.49**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**3,209.49**
Provisions - Dog Bins		0.00	0.00	0.00	**0.00**	0.00	1,436.16	0.00	**1,436.16**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**1,436.16**
Provisions - Fairway Park Tree work		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Provisions - Fairway Park Grass Cutting		133.01	133.01	0.00	**266.02**	399.03	266.02	266.02	**931.07**	266.02	133.01	0.00	**399.03**	0.00	0.00	0.00	**0.00**	**1,596.12**
Provisions - Youth Offer		0.00	0.00	0.00	**0.00**	0.00	5,000.00	0.00	**5,000.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**5,000.00**
Provisions - Parish Improvement		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	77.60	0.00	**77.60**	0.00	0.00	0.00	**0.00**	**77.60**
Provisions - Thurles Green		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Provisions - IWC Grounds Maintenance		10,589.70	0.00	0.00	**10,589.70**	0.00	0.00	0.00	**0.00**	0.00	7,393.20	0.00	**7,393.20**	0.00	0.00	0.00	**0.00**	**17,982.90**
Toilets - Clean		2,928.30	5,856.60	4,254.19	**13,039.09**	0.00	4,254.20	2,127.10	**6,381.30**	2,127.10	2,127.10	0.00	**4,254.20**	0.00	0.00	0.00	**0.00**	**23,674.59**
Toilets - Rebuild New Road		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Toilets - Repair		0.00	138.00	391.20	**529.20**	0.00	0.00	0.00	**0.00**	0.00	12,749.28	0.00	**12,749.28**	0.00	0.00	0.00	**0.00**	**13,278.48**
Toilets - Service and Testing		0.00	198.00	0.00	**198.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**198.00**
Toilets - Utilities Electric		0.00	0.00	888.97	**888.97**	0.00	571.64	0.00	**571.64**	557.23	0.00	0.00	**557.23**	0.00	0.00	0.00	**0.00**	**2,017.84**
Toilets - Utilities Water		0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Unbudgeted		62,727.00	0.00	6,000.00	**68,727.00**	0.00	0.00	0.00	**0.00**	0.00	2,345.00	0.00	**2,345.00**	0.00	0.00	0.00	**0.00**	**71,072.00**
Total Expenditure		**81,368.80**	**7,943.21**	**17,909.50**	**107,221.51**	**3,229.03**	**12,904.16**	**3,934.52**	**20,067.71**	**3,673.15**	**28,905.19**	**0.00**	**32,578.34**	**0.00**	**0.00**	**0.00**	**0.00**	**159,867.56**

Income																	
Precept/IWC Grant	166,262.00	0.00	0.00	**166,262.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**166,262.00**
VAT	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	17,100.27	0.00	0.00	**17,100.27**	0.00	0.00	0.00	**0.00**	**17,100.27**
Grants	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Donations	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Interest	11.70	10.52	11.79	**34.01**	31.16	58.11	73.44	**162.71**	72.43	86.96	0.00		0.00	0.00	0.00	**0.00**	**196.72**
Adverts	0.00	0.00	0.00	**0.00**	476.00	0.00	264.00	**740.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**740.00**
WC Income	40.85	62.75	55.90	**159.50**	58.10	55.80	49.20	**163.10**	34.50	42.05	0.00	**76.55**	0.00	0.00	0.00	**0.00**	**399.15**
Unbudgeted	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	0.00	0.00	0.00	**0.00**	**0.00**
Total Income	**166,314.55**	**73.27**	**67.69**	**166,455.51**	**565.26**	**113.91**	**386.64**	**1,065.81**	**17,207.20**	**129.01**	**0.00**	**17,336.21**	**0.00**	**0.00**	**0.00**	**0.00**	**184,857.53**
Closing Balance	**140,998.99**	**133,129.05**	**115,287.24**		**112,623.47**	**99,833.22**	**96,285.34**		**109,819.39**	**81,043.21**	**81,043.21**		**81,043.21**	**81,043.21**	**81,043.21**		
These Funds are represented by:																	
Current Acc	122,500.42	114,619.96	36,766.36		34,071.43	21,223.07	17,601.75		31,063.37	14,949.51							
Deposit Acc	18,498.57	18,509.09	78,520.88		78,552.04	78,610.15	78,683.59		78,756.02	66,093.70							
Gratuity	0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00							
Unpresented cheques	0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00							
TOTAL	**140,998.99**	**133,129.05**	**115,287.24**		**112,623.47**	**99,833.22**	**96,285.34**		**109,819.39**	**81,043.21**	**0.00**		**0.00**	**0.00**	**0.00**		
Variance	0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	81,043.21		81,043.21	81,043.21	81,043.21		

Item 6(4) - Paper E

Code	Budget Line - Spend	Q1	Q2	Q3	Q4	Total	Budgeted	Remaining	%
001	Administration - Audit	250.00	0.00	504.00	0.00	**754.00**	840.00	86.00	29.8%
002	Administration - Equipment	0.00	0.00	48.00	0.00	**48.00**	500.00	452.00	0.0%
003	Administration - Insurance	1632.64	0.00	0.00	0.00	**1,632.64**	1,587.00	(45.64)	102.9%
004	Administration - Loan (PWLB - Fairway Football Field)	0.00	1173.14	0.00	0.00	**1,173.14**	2,347.00	1,173.86	50.0%
005	Administration - Phone	0.00	0.00	0.00	0.00	**0.00**	300.00	300.00	0.0%
006	Administration - Professional Services - Misc (Legal Advice Etc)	0.00	0.00	0.00	0.00	**0.00**	1,500.00	1,500.00	0.0%
007	Administration - Professional Services - SLA	2700.00	2500.00	2,500.00	0.00	**7,700.00**	10,800.00	3,100.00	48.1%
008	Administration - Accounting Software	0.00	0.00	0.00	0.00	**0.00**	1,139.00	1,139.00	0.0%
009	Administration - Stationary and Photocopying	38.39	0.00	7.80	0.00	**46.19**	200.00	153.81	19.2%
010	Administration - Subscriptions IWALC & SLC	0.00	0.00	0.00	0.00	**0.00**	895.00	895.00	0.0%
011	Administration - ICT - Email	72.00	0.00	0.00	0.00	**72.00**	200.00	128.00	36.0%
012	Adverts and Publicity - Adverts	0.00	0.00	0.00	0.00	**0.00**	500.00	500.00	0.0%
013	Adverts and Publicity - ICO	35.00	0.00	0.00	0.00	**35.00**	45.00	10.00	77.8%
014	Adverts and Publicity - Ripples Distribution	356.00	178.00	178.00	0.00	**712.00**	1,175.00	463.00	45.4%
015	Adverts and Publicity - Ripples Printing	3631.80	1541.40	1,384.00	0.00	**6,557.20**	6,974.00	416.80	52.1%
016	Adverts and Publicity - Ripples Honorariam	50.00	25.00	25.00	0.00	**100.00**	180.00	80.00	41.7%
017	Adverts and Publicity - Website - Word Press	0.00	0.00	156.00	0.00	**156.00**	150.00	(6.00)	0.0%
018	Adverts and Publicity - Website - Domain Name	0.00	0.00	0.00	0.00	**0.00**	25.00	25.00	0.0%
019	Civic and Grants - Christmas	0.00	0.00	0.00	0.00	**0.00**	300.00	300.00	0.0%
020	Civic and Grants - Events - Coronation	708.21	0.00	0.00	0.00	**708.21**	600.00	(108.21)	118.0%
021	Civic and Grants - Grants S137	0.00	0.00	0.00	0.00	**0.00**	1,000.00	1,000.00	0.0%
022	Civic and Grants - Remembrance	0.00	0.00	0.00	0.00	**0.00**	150.00	150.00	0.0%
023	Council and Councillors - Chair Allowance	300.00	0.00	0.00	0.00	**300.00**	1,000.00	700.00	30.0%
024	Council and Councillors - Cllr training	0.00	0.00	0.00	0.00	**0.00**	500.00	500.00	0.0%
025	Council and Councillors - Hall Hire	0.00	330.00	0.00	0.00	**330.00**	282.00	(48.00)	117.0%
026	Provisions - Beach	0.00	0.00	0.00	0.00	**0.00**	0.00	0.00	0.0%
027	Provisions - Beach - Bouys	3209.49	0.00	0.00	0.00	**3,209.49**	3,095.00	(114.49)	103.7%
028	Provisions - Dog Bins	0.00	1436.16	0.00	0.00	**1,436.16**	3,579.00	2,142.84	40.1%
029	Provisions - Fairway Park Tree work	0.00	0.00	0.00	0.00	**0.00**	1,672.00	1,672.00	0.0%
030	Provisions - Fairway Park Grass Cutting	266.02	931.07	399.03	0.00	**1,596.12**	1,421.00	(175.12)	65.5%
031	Provisions - Youth Offer	0.00	5000.00	0.00	0.00	**5,000.00**	7,500.00	2,500.00	66.7%
032	Provisions - Parish Improvement	0.00	0.00	77.60	0.00	**77.60**	2,000.00	1,922.40	0.0%
033	Provisions - Thurles Green	0.00	0.00	0.00	0.00	**0.00**	750.00	750.00	0.0%
034	Provisions - IWC Grounds Maintenance	10589.70	0.00	7,393.20	0.00	**17,982.90**	0.00	(17,982.90)	
035	Toilets - Clean	13039.09	6381.30	4,254.20	0.00	**23,674.59**	29,690.00	6,015.41	58.2%
036	Toilets - Rebuild New Road	0.00	0.00	0.00	0.00	**0.00**		0.00	0.0%
037	Toilets - Repair	529.20	0.00	12,749.28	0.00	**13,278.48**	2,000.00	(11,278.48)	26.5%
038	Toilets - Service and Testing	198.00	0.00	0.00	0.00	**198.00**	1,200.00	1,002.00	16.5%
039	Toilets - Utilities Electric	888.97	571.64	557.23	0.00	**2,017.84**	7,130.00	5,112.16	20.5%
040	Toilets - Utilities Water	0.00	0.00	0.00	0.00	**0.00**	4,505.00	4,505.00	0.0%
00Z	Unbudgeted/Unspent from last year	68727.00	0.00	2,345.00	0.00	**71,072.00**	0.00	(71,072.00)	
		107221.51	20067.71	32578.34	0.00	**159,867.56**	97731.00	38694.28	

			30-Nov	
Bank Balances				
Treasuers	36,766.36	17,601.75	14,949.51	0.00
Deposit	78,520.88	78,683.59	66,093.70	0.00
Gratuity	0.00	0.00	0.00	0.00
TOTAL	115,287.24	96,285.34	81,043.21	0.00

Budget 2024/2025 - Preparation

Date 28 November 2023
Prepared by Clerk and RFO

1. BACKGROUND

1.1. The council must set a budget by 1 March each year and this has to be approved by Full Council.

1.2. The 2024/2025 budget is for the period 1 April 2024 until 31 March 2025.

1.3. There are several different stages to the budget setting process:

- Review of the most recently audited financial years figures (2022/2023)
- Review of current financial years spend through end of quarter 2 (30 September 2023)
- Consultation
- Forecasting current years spend and income through the end of the financial year (31 March 2024). This gives an early warning about the likelihood of a shortfall (or surplus).
- Forecasting next year's expenditure and income from precept by:
    - Calculating uplift due to inflation (if any)
    - Determining the cost of existing provisions and new projects
    - Assessing levels of income;
    - Providing for contingencies and consider the need for general and earmarked (capital) reserves;
- Presenting draft budget and consultation to members for amendments and recommendations.
- Amending draft budget
- Publishing draft budget with papers for February meeting.
- Approval of budget by council (**12 February 2024**)

2. LEGISLATION

2.1. The Local Government Finance Act 1992. C.14, Part 1, Chpt. IV, s49(A) 49A (Calculation of council tax requirement by authorities in England)[1] does not reference a "budget" but

[1] Local Government Finance Act 1992 (legislation.gov.uk)

requires a local precepting authorities to make calculations (outlined in sections (2) and (3)) which are effectively those used by local councils to produce the budget.

2.2. Section 41 of the act require this to be completed by the 1 March though it should be noted that the precept is not invalid if this date is missed (The Billing Authorities (Anticipation of Precepts) Regulations 1992, Regulation 2 (Anticipation of precepts) (amended)[1].

2.3. S.49(A) also refers to "proper practices" which in England is the Governance and Accountability in Local Councils in England and Wales: A Practitioners' Guide published jointly by the National Association of Local Councils and the Society of Local Council Clerks. (The Joint Panel on Accountability and Governance, 2022)

2.4. The Practitioners' Guide requires local councils to "prepare and approve a budget in a timely manner before setting a precept or rates and prior to the commencement of the financial year" (Page 8: 1.8). Further details are provided in sections 5.24 – 5.27) of the guide[2].

3. CONSULTATION

3.1. An important part of the budget-setting process is hearing from local residents and businesses and a consultation is carried out each year to inform the proposals set before councillors and a final budget agreed.

3.2. The 2024/2025 consultation was launched on 16 October 2023 and ran until 15 November 2023.

3.3. The consultation was advertised as follows:

- Posters displayed at Council's toilets, on the council's notice boards and in some local business.

  Posters include a QR code linking to the online survey and details of where hard copy consultations were available.

- On the Council's website

- In the Lake Ripples publication.

- Hardcopy Questionnaires available from Councillors on request.

3.4. Only 6 responses were received online. No hard copies were requested or received.

4. SUMMARY OF CONSULTATION RESPONSES

4.1. Due to the overall low response rate it's important to remember that while a percentage may be high actual responses is just a handful of people. 100% is six respondents. 83.3% is five respondents, 66.7% is four respondents, 50% is three, 33.3% is two and 16.7% is a single respondent.

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[1] The Billing Authorities (Anticipation of Precepts) Regulations 1992 (legislation.gov.uk)

[2] Governance and Accountability in Local Councils in England and Wales: A Practitioners' Guide

4.2. The responses received ranked the council's provisions in the following order of priority: Public Toilets, Youth Provision, Community Grants and Events, Civic Space, Parish/Place Improvement, Civic Space, Supporting Isle of Wight Council Grounds Maintenance of open spaces and finally communication.

4.3. In relation to questions asked regarding Public Toilets, 56.7% (4) of respondents supported the provision of CCTV outside the toilets. The same percentage of people supported paying for the refurbishment of New Road with Smaller increase to the precept and a 10 years Public Works Board Loan with 33.3% (2) people supporting closure of the toilets.

4.4. 80% of respondents (4) supported charging 20p for using the toilets and budgeting capital monies for future provision, 20% (1) respondent supported no charge and no capital provision, with one person skipping the questions.

4.5. The council brought in £5,000 of support for a local Youth Offer in last years budget. 60% of respondents (3) indicated they would like this increased to £8,000 funding for a Youth Offer next year, 20% (1) £10,000 and £15,000 with one person not answering the question.

4.6. Support for Events was broadly in line with what was expected. 66.7% supported a Remembrance event and 16.7% of respondents supported Armistice Day. 50% supported supporting a Christmas Event and between 33.3% supported a civic celebrations and celebration projects with schools.

4.7. Budget constraints meant the Hanging Baskets were not installed this summer. Residents were asked what they supported the council funding the planting and watering of. 66.7% supported planting and watering at the War memorial, 33.3% supported Hanging Baskets and 33.3% did not support any provision.

4.8. The Council is part of the Bay Regeneration Place Plan. 50% of respondents felt the appropriate level of funding was £5,000, 16.7% supported £10,000, 16.7% supported £15,000 and 16.7% supported no provision.

4.9. Residents were asked their opinion on supporting the Isle of Wight Council with maintaining open spaces. Support for helping maintain theses spaces was as follows (more than one area could be selected): Lake Comon 33.%, Manor Road Playground 66.7%, Merrie Gardens 50%, New Road Toilets 33.3%, Lake Section of the Cliff Path 50%, Thearles Green 50%, Temporary Playing Field near Kingdom Hall 16.7% and 33.3% did not support making a contribution.

4.10. Communication was the lowest priority. In terms of the council increasing its communications budget to support different medias, 37.5% of people responded with increased social media interaction, 33.7% wanted an electronic newsletter. Just 12.5% wanted a hard copy newsletter in addition to contributions to the guide and 32.7% felt no additional communication was needed.

5. IDENTIFIED COST PRESSURES

5.1. There are number of significant issues which will impact on next year's budget.

5.2. Anti-social behaviour and on-going damage to property.

5.3. The cost-of-living crisis.

5.4. Devolved services from Isle of Wight Council.

5.5. Inflation and increases to the cost of supply.

5.6. Ensuring accessibility of services and activities.

5.7. There is also likely to be an impact as a result of changes to the Isle of Wight Council budget.

6. INCOME

6.1. The council's main income is from the Precept.

6.2. Advertising income from the Ripples was also budgeted for 2023/2024.

Toilets

6.3. Charging for the toilets at Lake Cliff Gardens was brought in after the 2023/2024 budget was set and therefore was not included. The contactless system has not yet paid for itself. However, £498.90 in cash payments was received through September 2023.

6.4. Income for the toilets is based on usage. It can be impacted by a number of factors including the weather and closures due to vandalism. The income does not cover the costs of running the toilets and during the winter months it is unlikely that it will cover the contactless running costs.

6.5. Therefore, it is recommended half of the toilet income be included in the budget.

Other Income

6.6. Other income sources include

6.6.1. VAT refunded: Budget expenditure does not include any VAT. The refund is based on VAT paid and received and therefore should not be budgeted as income either.

6.6.2. Grants: Grants are not a guaranteed source of income. While officers make every effort to obtain grant funding for the council, it is dependent on what grants are available, if the projects meet the criteria of the grants and officer capacity to work on submissions. Therefore, grant monies cannot be accurately budgeted.

6.6.3. Interest: Interest payments are subject to the interest rates available on credit balances and the monies held by the council. Therefore, interest cannot be accurately budgeted.

6.6.4. Insurance claims: monies from insurance claims are reparations for damage or loss and therefore used to offset loss by the council and should not be budgeted.

7. COMMENTARY ON THE DRAFT BUDGET

7.1. The council's expenditure is impacted by the inflation rate, the Consumer Price Index, energy costs and variations to costs as a result of supply and demand. The political situation in the UK and world events such as the war in the Ukraine and Gaza also impact on costs.

Inflation

7.2. The UK's economy experienced an unprecedented period of turmoil last year; as a result the predicted rates of inflation and interest are difficult to forecast. The rates of inflation since the last budget was drafted have ranged from 9.3% to the current rate of 6.7%[3] with Consumer Price Inflation (CPI) at 6.3%[4].

7.3. It is predicted that inflation will return to 2% by the end of 2024 but CPI will remain around 5%.

7.4. Reducing the rate of inflation applied to the budget would make a saving but could expose the council to risk if it cannot meet its commitments due to increased costs.

Energy and Fuel Prices

7.5. The cost of electricity and gas has increased significantly over the past 12 months. Similarly the cost of fuel which impacts on other goods and services, has increased.

7.6. There have been reductions in the wholesale costs of both energy and fuel but these have been slow to be passed on to the consumer. In real terms it is rare to see a reduction to costs or charges.

7.7. Therefore, the basis on which costs were budgeted remains the same as last year, which is a increase of 50% on spend through 30-Sep-23.

8. CAPITAL MONIES (ALLOCATED OR EARMARKED RESERVES)

8.1. There are two types of monies included in the council's budget – revenue and capital monies.

8.2. Revenue is short term income and expenditure - the money generated from the council's activities and the expenses incurred providing its services.

8.3. Capital is what the council needs to retain its services, usually physical assets such as property or equipment which depreciates over a period of time. Capital monies form the council's earmarked or allocated reserves and are ringfenced.

8.4. Historic budgets have not included provision to replace assets such as the toilets or playground equipment. This has led to a significant precept increase and borrowing.

8.5. Capital reserves also provide security against borrowing.

8.6. It is important capital allocation is made to replace all tangible assets every year to avoid projects having to be funded by significant increases to the precept or through loans.

8.7. Allocated reserves also provide match funding for grant bids.

9. RESERVES

9.1. The Practitioners' Guide indicates " In practice, any authority with income and expenditure in excess of £200,000 should plan towards three to 12 months equivalent general reserve".

9.2. Lake Parish Councils income and expenditure is now in excess of £200,000.

9.3. In previous years there have been no allocated reserves and the council has drawn on its general reserves for capital projects and unbudgeted funds leading to them needing to be replenished.

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[3] UK Inflation Rate | Inflation Rate and Consumer Price Index (rateinflation.com)

[4] Inflation and price indices - Office for National Statistics (ons.gov.uk)

9.4. If the council's public works loan is approved the Parish Council will have a significant borrowing liability, in excess of £250,000. It is recommended the council work towards increasing the minimum general reserves to six months revenue to reflect this. Four months is suggested for this budget.

10. SPECIFIC PROJECTS

Revetment Toilets

10.1. The new pump for the revetment toilets is expected expenditure for this budget year. It will use up most of the reserves.

10.2. If council wishes to undertake further works at these toilets they should be fully costed and included in the budget.

10.3. £15,000 is currently proposed for any unexpected repairs on site.

11. INITIAL PRECEPT OPTIONS

11.1. Councillors have a number of options relating to the budget clerks would like steer on the direction of travel in regard to inflation, capital provision and exploring borrowing money to fund the capital projects.

11.2. They should take into account, not increasing the precept increase with reduction and closure of services and risk council cannot meet its financial obligations.

11.3. The budget has been drafted to precept to cover all identified cost pressures and meet priorities outlined by council will allow them to move forward planned projects and events has been include.

11.4. The Clerk will draft the budget options for 2024/2025, following the full council meeting. They would like to be informed on what basis to revise the draft the budget. Points to consider are:

a) Zero precept increase with reduction and closure of services and risk council cannot meet its financial obligations.

b) Frequency of the council's newsletter.

c) Hanging Baskets

d) Budgeting for significant repairs at the Revetment.

e) The levels of funding allocated for Place improvements and Youth provision.

f) Additional monies for maintaining Thurles Green

g) Funding Environment Office time.

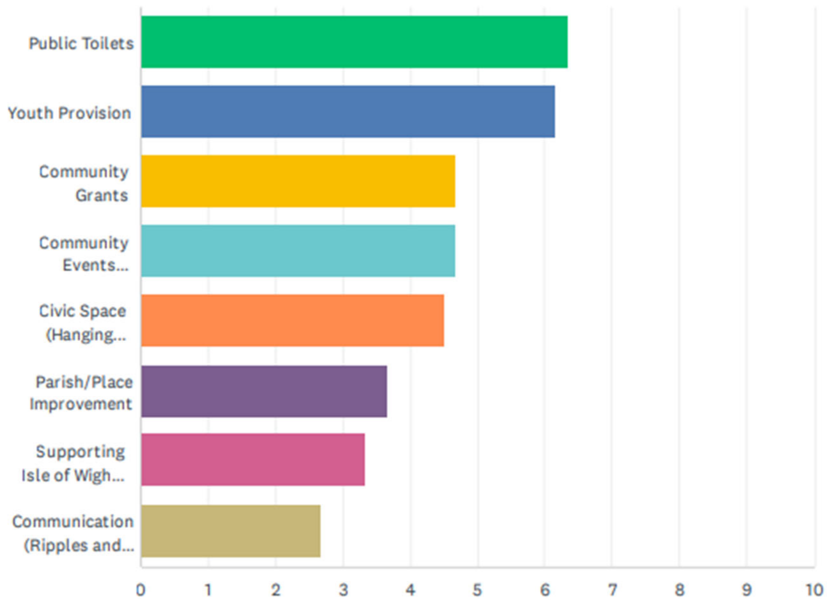
h) Contributions to the Isle of Wight Council's open spaces

i) The level of general reserves.

Appendix A

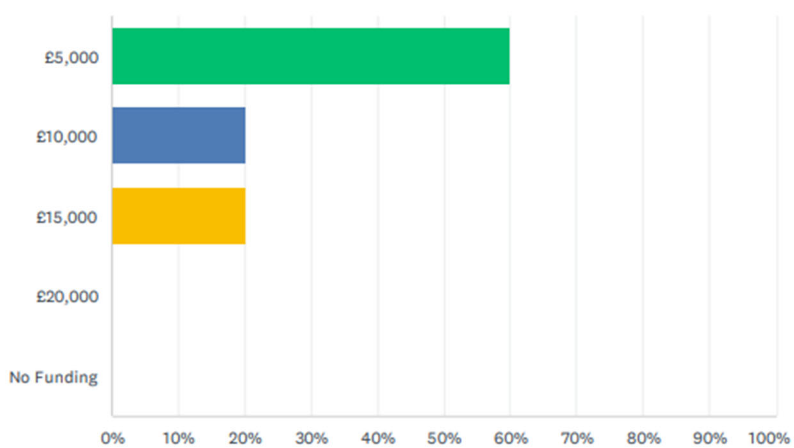
Q1 COUNCIL'S PRIORITIES - Every year the council needs to prioritise the provisions, services, and activities it provides. How do you think the council should prioritise these?

Answered: 6 Skipped: 0



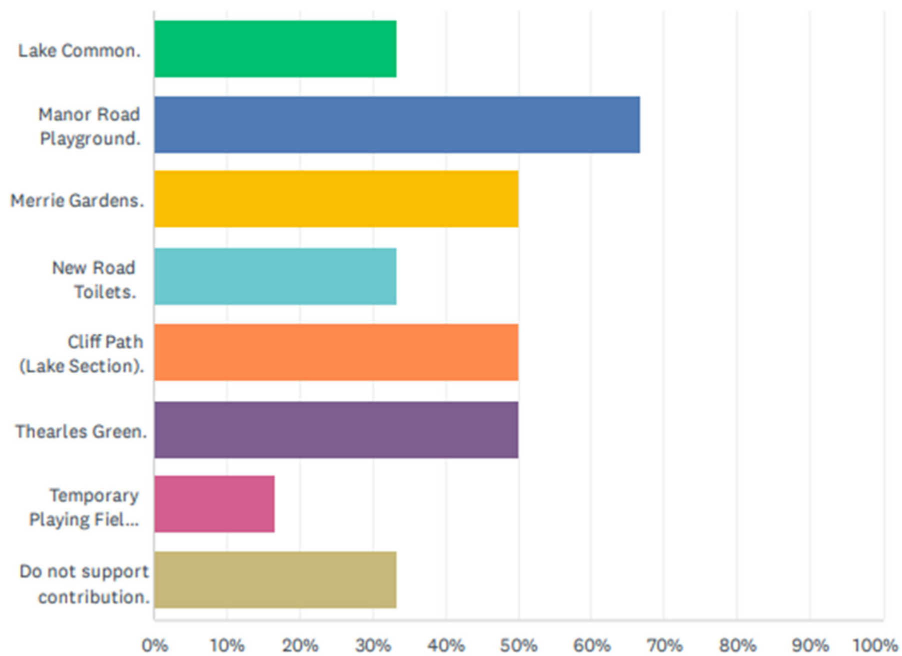
Q2 YOUTH OFFER - The council included £15,000 funding to support provision in last years budget. Using those monies as match funding the local resilience officer was able to secure grants to deliver a number of outreach programmes to young people in Sandown and work with the police. Sandown has seen a reduction in Youth Anti-Social Behaviour as a result of the youth offer. Do you support increased funding for youth provision within the town.

Answered: 5 Skipped: 1



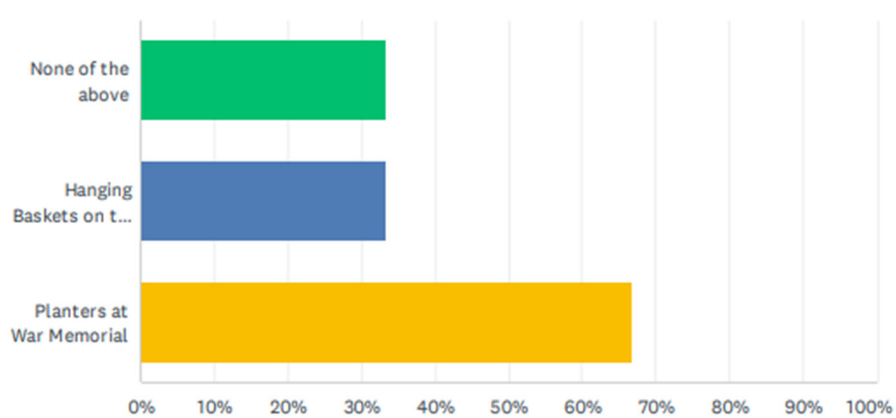
Q3 ISLE OF WIGHT COUNCIL GREEN SPACE - Lake Parish Council does not own green space in the ward. However, it does make a significant contribution to the Isle of Wight Council's maintenance of public areas which is essential to helping the maintenance continue and keeping the parish looked after. Do you support this contribution:

Answered: 6 Skipped: 0



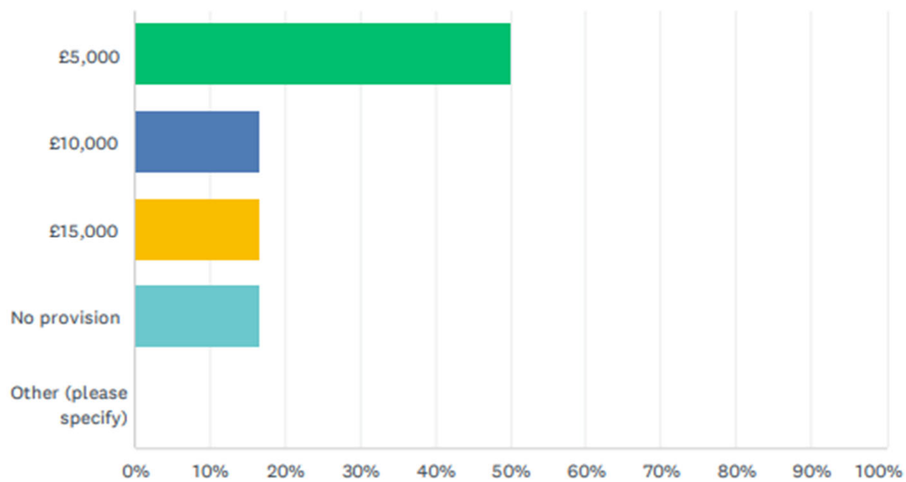
Q4 CIVIC SPACE - Budget constraints meant the Hanging Baskets were not installed this summer. Do you support the council funding the planting and watering of:

Answered: 6 Skipped: 0



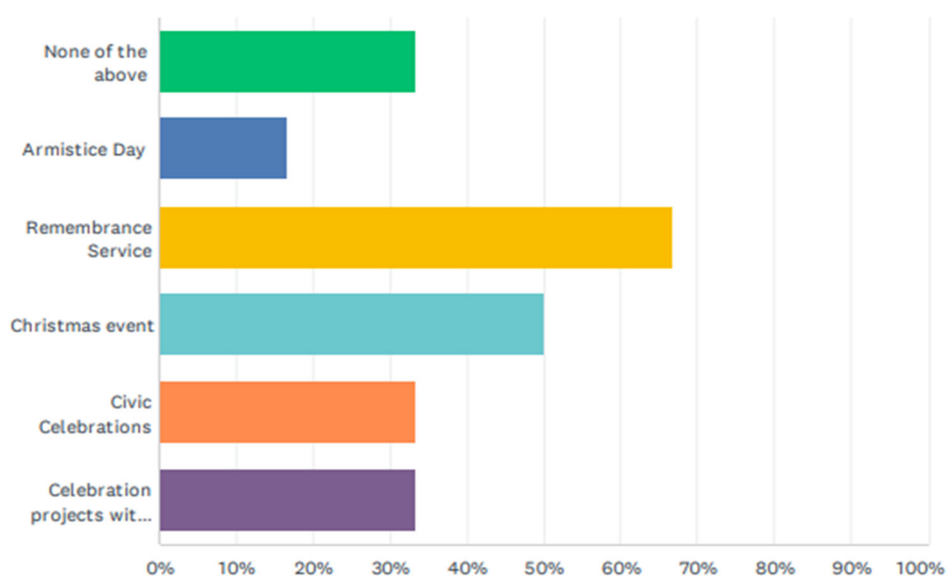
Q5 PLACE AND TOWN IMPROVEMENTS - The council has a budget for town improvements which it uses to install and maintain defibrillators, address graffiti and the impact of other anti-social behaviours. If the monies are not spent they are allocated to Civic Space budget lines or carried forward into the next year. What do you think would be an appropriate level of funding for these types of activities:

Answered: 6 Skipped: 0



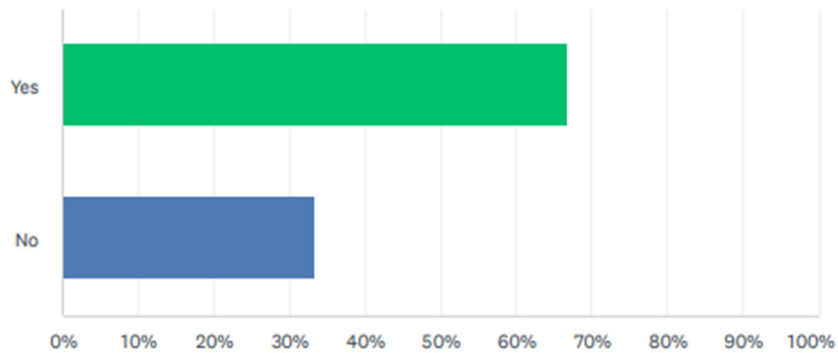
Q6 COMMUNITY EVENTS - Community events help bring members of a community closer together and enhance mental well-being. They also help establish a towns identity and boost the local economy. Which of the following do you think the parish council should support:

Answered: 6 Skipped: 0



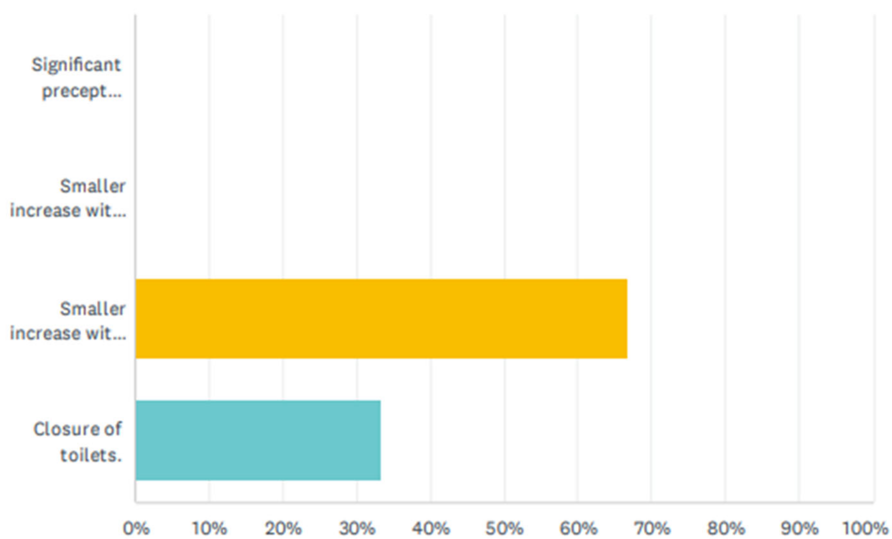
Q7 PUBLIC TOILETS - The public toilets in Lake were passed from the Isle of Wight Council to the parish council in 2017. They were not in good condition and have continued to deteriorate since, with extensive vandalism and misuse leading to repeated maintenance. The council is considering the way forward.Would you support CCTV outside the facilities.

Answered: 6 Skipped: 0



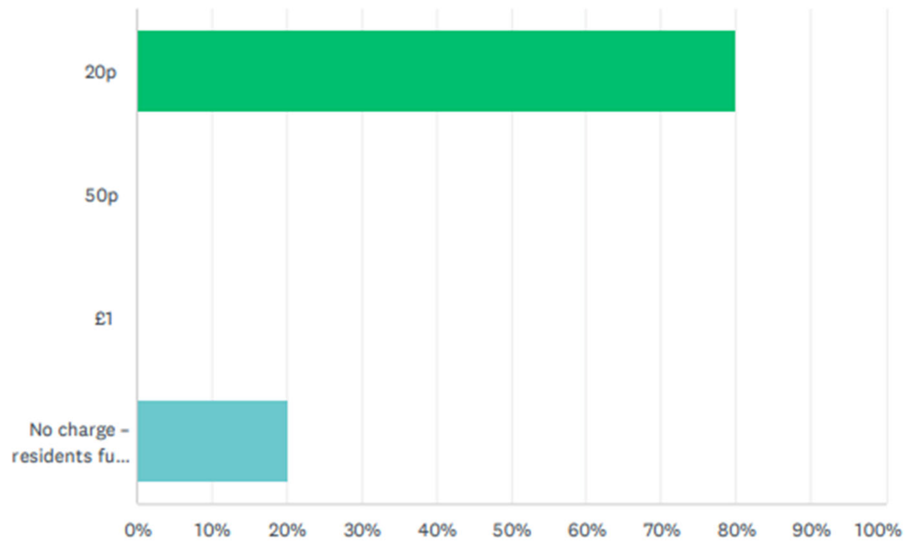
Q8 PUBLIC TOILETS (CONT) - Residents have previously supported provision of the toilets at New Road. The precept will need to be increased to facilitate this. Which would you prefer:

Answered: 6 Skipped: 0



Q9 PUBLIC TOILETS (CONT) - Charging for use of the toilets significantly reduces vandalism and reduces the burden for the costs of the toilets on residents of Lake. Which would you support?

Answered: 5   Skipped: 1



Q10 PUBLIC TOILETS (CONT) - The toilets can be protected through putting aside monies every year for the allocation of monies every year for future provision. This would also reduce the amount of money which needs to be found when toilets do need significant repair or replacement. Do you support this approach?

Answered: 5   Skipped: 1