



**PURTON INSTITUTE AND VILLAGE HALL CHARITY  
(REG NO. 203202)**

Parish Councillors are summoned to attend a Finance meeting of the Trustee for Purton Institute and Village Hall Charity which will be held at the Village Hall, Station Road, Purton on **Monday 22nd January 2018 commencing at 7.00 p.m.**

Wednesday 17<sup>th</sup> January 2018

Signed: Richard Collins  
Finance Officer

**MEMBERS OF TRUSTEE BODY:**

Councillors: G Greenaway, P Grigg, S Harflett, H Hicks, N. Hooper, K Law, J A Hurwood, J Hurwood, S Matthews, V McKerrow, M Rogers, R Thomas (Chair), E Wilson

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights.*

**Public Questions Time**

*Members of the public are permitted to speak and ask questions during public question time. There is a limit of three minutes speaking time per person. Council is not required to give an immediate answer to a question or debate it at the meeting. Once Public Question Time is over and the Council/Committee has started the main meeting members of the public are welcome to remain for the duration of the meeting but may not participate further. There are occasions however when the public and press may be excluded from a meeting due to the nature of the business to be discussed.*

*All mobile phones to be on silent or switched off during meetings and not to be used unless in an emergency*

**AGENDA**

**1. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

**2. DISPENSATION REQUESTS**

Members to consider any requests received for dispensation and record reason and decision.

**3. DECLARATION OF INTERESTS**

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.



#### 4. **FIRST DRAFT BUDGET 2018/19**

- Detailed A3 forecast outturn for 2017/18 and draft budget for 2018/19 including inflation assumptions;
- Detailed A4 forecast reserve movements for 2017/18 and draft for 2018/19 plus note of additional funding available;

##### **2017/18**

Based on income and expenditure up to December 2017 the forecast for the current financial year is a deficit of **£5,433** (Row 76).

After transferring £5,800 to designated reserves and £8,000 back from designated reserves, this gives a forecast balance in the General Reserve of **£12,074** (Row 82) at 31<sup>st</sup> March 2018.

The total available in all reserves is forecast to be **£16,974** (see Reserves schedule).

##### **2018/19**

Budget assumptions made for 2018/19 are shown on Row 1 of the A3 sheet.

The forecast result for 2018/19 is a deficit of **£3,754** (Row 76) and after transferring £1,300 to designated reserves this leaves a balance in the General Reserve of **£7,021** (Row 82) as at 31<sup>st</sup> March 2019. The total in all reserves would be **£13,221** (see Reserves schedule).

##### **Other Possible Budget Items**

Are there any other items that should be included in the budget? Suggested items for consideration are listed from Row 84 onwards.

#### **For consideration & approval or alteration**

#### 5. **VAT UPDATE**

The attached report shows the latest position with regard to vat for the Charities.

#### **For noting**