

**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE  
MEETING ON TUESDAY 13<sup>th</sup> OCTOBER 2015**

**MEMBERSHIP AND ATTENDANCE**

Chairman: \* Cllr Rodney Kipps

Members: - \*Cllr John Copley  
\*Cllr Tony Edwards (ex officio)  
Cllr Raj Khiroya  
\*Cllr Ken Morris  
\*Cllr Alison Preedy  
\*Cllr Steve Watkins  
\*Cllr Jane White (ex officio)  
\*Cllr Jenny Wood

Also in attendance: Alan Manson – Surveyor  
\* Yvonne Merritt – Treasurer  
\* Michelle Putman – Secretary

**15/017 APOLOGIES FOR ABSENCE**

Cllr Raj Khiroya absent.

**15/018 DECLARATION OF INTEREST**

Cllr Kipps declared an interest in the fees and charges for the War Memorial Hall meeting room as he was due to hire it in the New Year.

**15/019 APPROVAL OF THE MINUTES**

The Committee  
RESOLVED  
The minutes of the meeting dated 21<sup>st</sup> July 2015 were approved as amended at Full Council as a true and correct record,

**15/020 MATTERS ARISING**

15/05 Business Association Meeting – no response has been received from the Association.

Cllr Tony Edwards stated that at the Business Associations last meeting there was just 5 members in attendance.

**15/021 SECRETARY'S REPORT**

**War Memorial Hall**

**Fluorescent Light Fitting Replacement.**

The Committee looked at the cost of replacing 23 Fluorescent Light fittings in the hall. Many of the light fittings are corroding and the bulbs are expensive to replace and increasingly hard to find.

It is anticipated that with the new LED lights a saving of 50% will be made on the electricity bill.

The Committee  
RESOLVED

To purchase Anti Corrosive LED Light Fittings at a cost of £2500 .

This was proposed Cllr Ken Morris, seconded by Cllr Steve Watkins and unanimously approved.

The Committee were concerned with the number of bookings that had been cancelled and that some of the bookings had been cancelled prior to the cancellation period and that one had not returned the contract of hire or deposit cheques. Obviously we now have various dates available as other hirers were turned away due to the hall being fully booked.

The Committee felt that under the circumstances where hirers want a booking of more than one day then a £250.00 non refundable deposit is required to secure the booking – this would not be pencilled in the diary until payment is made.

The Committee  
RESOLVED

That a non refundable deposit of £250.00 for a booking of more than 1 day would be required to secure the booking

This was proposed from the Chair by Cllr Rodney Kipps and unanimously approved.

Cllr Jane White was concerned that we now had Fridays, Saturdays and Sundays available due to the cancellation of some of the bookings. She suggested that we post on Facebook and Tweet all the dates that are currently available

### **Indoor Car Boot**

The Committee were reminded that the Car Boots sales are due to re-commence in October and volunteers are needed to set up, run and clear up following the Boot sales. Cllr Steve Watkins and Cllr Alison Preedy said they were happy to volunteer to help.

## **15/022 TREASURER'S REPORT**

The Clerk advised the Committee that since the agenda had been printed the lettings figures for the War Memorial Hall, Bullsland Hall and Hollybush had risen.

The Committee  
RESOLVED  
To note the report

## **15/023 FOUR YEAR VISION**

Cllr Jane White was concerned with the comments that had been received in the Community Plan regarding Community Halls.

The Committee were again concerned with the marketing of the halls and felt that encouragement was required to get greater use. The production of a Facebook page and a rebranding were suggested to emphasise that the Village Halls are Community Halls.

It was suggested that our Webmaster takes a video of the Halls and this is then placed on the webpage for visitors to view along with further information and availability.

Cllr Alison Preedy again raised concern with the parking facilities at the War Memorial Hall. There was also concern that the steps and railing leading from the permissive parking area to the road needed attention. The Clerk advised that the ramps to the parking area would be resurfaced once the building work in the hall was completed.

The Clerk informed the Committee that the disabled access down the side of the War Memorial Hall to the British Legion and Hollybush Hall would be possible during the next financial year, as currently there was insufficient money in the budget. It looked possible that a tarmac path could be installed down to the rear of the property to enable wheel chair access.

Cllr Rodney Kipps and Cllr Jane White requested the kitchen be considered for refurbishment. The Clerk advised that at present the kitchen was adequate for the requirements of the hirers. She stated that most of the capital monies had been spent on the War Memorial Hall over the last two years and therefore it was necessary to look at capital works for other areas of the Councils portfolio. Ultimately it would be for the Council to decide how they spent this money.

## **15/024 WAR MEMORIAL HALL REFURBISHMENT**

The Clerk updated the Committee on the hall refurbishment and advised that unfortunately the work on the War Memorial Hall was currently a month behind, due to the inclement weather and the new side door opening the wrong way and had to be returned to be remade.

The Clerk advised the Committee that the new meeting room was looking really good and appeared to be a lot bigger now that the room had been painted.

The Committee were advised that the storage room at the front of the hall that was to store the chairs and tables was unfortunately being taken up by the three bowls boxes which meant that the tables at present could not be stored in there.

The original chair store rack was unfortunately too big to take out of the cupboard once stacked with all the chairs. It was suggested by the caretakers that it would be more beneficial to have three chair trolleys which can hold up to 90 chairs and these can be easily taken in and out of the cupboard. She asked the Committee to come down to the hall once the works were finished to make decisions on how and what could be done with regard to the storage issues.

The meeting room kitchen is currently having an additional two cupboards being put in which will accommodate Chorleywood Parish Councils equipment and will be locked.

The Clerk advised that located in the meeting room would be a wireless lap top, ceiling mounted projector and a white board.

The Clerk confirmed that once we receive the keys back for the hall she will contact the Cllrs and they are invited to come down to the hall to view the completed renovation.

The Committee were asked to decide on the hire charge for the new meeting hall.

The Committee  
RESOLVED

The have an introductory rate for hiring the new hall of :  
£14.45 per hour Monday to Friday up to 6.00pm  
£17.35 per hour Monday to Friday after 6.00pm  
£20.00 per hour Saturday and Sunday.

That a £50% discount would be given from the meeting room fees for someone hiring the main hall and the new meeting room at the same time.

This was proposed by Cllr Jane White, seconded By Cllr Steve Watkins and unanimously agreed.

The Committee were asked if they had any thoughts on a name for the new meeting room.

Cllr Jane White put forward two suggestions: Centenary Room and Common Room.

The Committee felt that Common Room was appropriate as the property is located on Common Road opposite Chorleywood Common.

Cllr Jane White asked what colour the hall would be painted. The Clerk advised that it would be Natural Hessian the same colour as the new toilets have been painted.

Cllr Jane White and Cllr Alison Preedy both felt that a wedding show would be an ideal way to promote the hall. Cllr Alison Preedy asked the Clerk if Wedding Ceremonies would be allowed on Chorleywood Common and then the reception could be held in the War Memorial Hall. The Clerk said she would investigate this option.

**15/025 CLOSE**

The meeting having commenced at 7.30 pm, closed at 9.17 pm

**Signed .....agreed via email..... Date .....11.11.15.....**

These minutes were agreed as a true and correct record and signed by the Chairman.

**Signed ..... Date .....**

**CHORLEYWOOD PARISH COUNCIL**

**CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE MEETING**  
**TUESDAY 24th NOVEMBER 2015**

Agenda item 5

**SECRETARY'S REPORT**

**WAR MEMORIAL HALL**

The heat detectors have been installed: 1 in the kitchen, 1 in the kitchen annexe, 1 in hall by the Ladies toilets and 1 in the Ladies changing room.

The leak in the gents toilet has been fixed by the Caretaker.

The hanging baskets are now in place outside the War Memorial Hall.

Disabled toilet has been repaired.

**For Information**

**THE COMMON ROOM**

The Common Room is now ready to be hired. There are a number of enquiries. However this have been produced by word of mouth and it is likely that many people are not aware of that it is available to hire. At present officers are organising for photos to be taken and put on the website, there is also an article in Chorleywood Matters and My News but Members should consider whether or not there should be an official launch.

**For Information**

**INDOOR CAR BOOT**

The indoor car boot sale dates:  
22<sup>nd</sup> November 2015. 17<sup>th</sup> January 21<sup>st</sup> February, 20<sup>th</sup> March, 2016.

Helpers are required for all the above dates duties include

- Setting up the hall,
- taking money on the door,
- making tea/coffee
- putting away the tables at the end of the afternoon.

If you are available to help please can you let the office know so we can include you on the rota.

**For Information**

**BULLSLAND HALL**

The new planter has been installed outside the Bullsland Hall

**For Information**

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**HOLLYBUSH**

Nothing to report

## Revised Financial Budget Comparison

Comparison between 01/04/15 and 16/11/15 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/15

		2015/16	Rev 2015/2016	Actual Net	Balance
<b>Chorleywood Village Halls</b>					
<b>Income</b>					
30	WMH Lettings	£32,500.00	£32,500.00	£13,686.33	-£18,813.67
31	Bullsland Lettings	£12,750.00	£12,750.00	£7,155.14	-£5,594.86
32	Hollybush Lettings	£1,000.00	£2,000.00	£1,356.95	-£643.05
33	Other	£0.00	£0.00	£0.00	£0.00
34	Grants	£20,000.00	£20,000.00	£20,000.00	£0.00
35	Bank Interest Current Account	£35.00	£35.00	£9.13	-£25.87
36	Parish Events	£800.00	£800.00	£201.60	-£598.40
	<b>Total Income</b>	<b>£67,085.00</b>	<b>£68,085.00</b>	<b>£42,409.15</b>	<b>-£25,675.85</b>
<b>Expenditure</b>					
300	Salaries	£26,575.00	£26,575.00	£14,195.52	£12,379.48
301	Income Tax & NI	£6,255.00	£6,255.00	£3,255.32	£2,999.68
302	Superannuation	£9,200.00	£9,800.00	£5,736.01	£4,063.99
303	Travelling Expenses	£800.00	£800.00	£439.24	£360.76
304	Rates	£0.00	£0.00	£0.00	£0.00
305	War Memorial Services	£6,500.00	£7,500.00	£4,417.49	£3,082.51
306	Bullsland Services	£1,600.00	£1,600.00	£738.08	£861.92
307	Hollybush Services	£530.00	£530.00	£281.95	£248.05
308	Audit	£370.00	£370.00	£189.00	£181.00
309	Consumables	£950.00	£950.00	£202.05	£747.95
311	Hall Cleaning	£735.00	£735.00	£462.04	£272.96
312	Hall Maintenance	£4,000.00	£4,000.00	£1,966.45	£2,033.55
313	Hand Drier & Sanitary Rental	£1,200.00	£1,372.00	£1,371.59	£0.41
314	Insurance	£1,550.00	£1,840.00	£1,836.40	£3.60
315	Licences	£1,500.00	£1,500.00	£922.14	£577.86
316	Minor Improvements	£1,000.00	£1,000.00	£365.20	£634.80
317	Miscellaneous	£200.00	£200.00	£145.00	£55.00
318	Post & Stationery	£400.00	£400.00	£73.79	£326.21
319	Trade Refuse	£1,225.00	£1,415.00	£1,414.39	£0.61
320	Affiliation Fee CDA	£35.00	£35.00	£0.00	£35.00
321	Annual Safety Inspection	£120.00	£120.00	£0.00	£120.00
322	Bank Charges	£50.00	£50.00	£14.00	£36.00
323	Computer Services	£1,325.00	£1,325.00	£0.00	£1,325.00
324	Health & Safety	£500.00	£500.00	£446.48	£53.52
325	Parish Events	£50.00	£50.00	£0.00	£50.00
326	Refunds of Hall Hire	£0.00	£0.00	£80.75	-£80.75
	<b>Total Expenditure</b>	<b>£66,670.00</b>	<b>£68,922.00</b>	<b>£38,552.89</b>	<b>£30,369.11</b>



# Chorleywood Village Halls

## Financial Budget Comparison

Agenda item 6

Comparison between 01/04/15 and 16/11/15 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/15

		2015/16	Actual Net	Balance
<b>Chorleywood Village Halls</b>				
<b>Income</b>				
30	WMH Lettings	£32,500.00	£13,686.33	-£18,813.67
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32	Hollybush Lettings	£1,000.00	£1,356.95	£356.95
33	Other	£0.00	£0.00	£0.00
34	Grants	£20,000.00	£20,000.00	£0.00
35	Bank Interest Current Account	£35.00	£9.13	-£25.87
36	Parish Events	£800.00	£201.60	-£598.40
	<b>Total Income</b>	<b>£67,085.00</b>	<b>£42,409.15</b>	<b>-£24,675.85</b>
<b>Expenditure</b>				
300	Salaries	£26,575.00	£14,195.52	£12,379.48
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312	Hall Maintenance	£4,000.00	£1,966.45	£2,033.55
313	Hand Drier & Sanitary Rental	£1,200.00	£1,371.59	-£171.59
314	Insurance	£1,550.00	£1,836.40	-£286.40
315	Licences	£1,500.00	£922.14	£577.86
316	Minor Improvements	£1,000.00	£365.20	£634.80
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319	Trade Refuse	£1,225.00	£1,414.39	-£189.39
320	Affiliation Fee CDA	£35.00	£0.00	£35.00
321	Annual Safety Inspection	£120.00	£0.00	£120.00
322	Bank Charges	£50.00	£14.00	£36.00
323	Computer Services	£1,325.00	£0.00	£1,325.00
324	Health & Safety	£500.00	£446.48	£53.52
325	Parish Events	£50.00	£0.00	£50.00
326	Refunds of Hall Hire	£0.00	£80.75	-£80.75
	<b>Total Expenditure</b>	<b>£66,670.00</b>	<b>£38,552.89</b>	<b>£28,117.11</b>

**Date: TUESDAY 13<sup>th</sup> OCTOBER 2015**

**Subject: FOUR YEAR VISION**

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**Committee Member:**

**Officer Contributors:** Yvonne Merritt Clerk,

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** Four Year Vision

**Contact for further information:** Clerk

## **1. RECOMMENDATIONS**

- 1.1 That the Committee confirm the details within the proposed Four Year Vision.
- 1.2 That the Committee decide the priorities within the Four Year Vision.
- 1.3 That the Committee decide if quotations are required for budget purposes.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None Specific

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Committee will need to decide priorities for the Four Year Vision.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 No Specific at this time

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 Most of the items within the Four Year Vision will have cost implications. These will have to be explored on a priority basis.
- 5.2 As a quotation has been obtained for the disabled access to the rear of the War Memorial Hall, members may wish to consider investigating any grant funding that may be available.

## **6. LEGAL ISSUES**

- 6.1 Noe Specific at this time.

## **7. BACKGROUND INFORMATION**

- 7.1 Attached is the Four Year Vision, updated with all the suggestions from the Last meeting.

- 7.2 An estimate has been obtained for the disabled access to the rear of the War Memorial Hall
- 7.3 If regular inspections are carried out of the halls it is anticipated that the halls can be regularly maintained which should reduce the maintenance costs over time.
- 7.4 Members also need to consider the digital marketing of the halls and consider upgrading the website.
- 7.5 There is currently a new Facebook page for the Village Halls which is updated on a regular basis.

**Date: TUESDAY 24<sup>TH</sup> NOVEMBER 2015**

**Subject: REVISED BUDGET**

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**Committee Member:**

**Officer Contributors:** Clerk

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** Revised Budget calculation

**Contact for further information:** Clerk

**1. RECOMMENDATIONS**

1.1 That the Committee approve the Revised Budget for 2015/16 with an overall increase of £1252.00

**2. RELEVANT PREVIOUS DECISIONS**

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

3.1 It would appear from initial calculations that

**4. RISK MANAGEMENT ISSUES**

4.1 Non Specific

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 The revised budget shows a net increase in income over expenditure of £ 1252.00.

**6. LEGAL ISSUES**

6.1 None Specific.

**7. BACKGROUND INFORMATION**

7.1 Attached in appendix 1 shows the revised budget calculation

7.2 Alterations to the budget are as follows

Income

- 32 Increase in the Hollybush Hall lettings

This gave a net increase in income of £1000.00

## Expenditure

- 302 Increase in Superannuation, as this is now paid on all salaries including overtime.
- 305 Increase in Services to include the Common Room.
- 313 Increase in Hand drier and sanitary rental to include nappy bin collection at the Bullsland
- 314 Insurance includes the Royal British Legion payment which is to be refunded
- 319 Trade Refuse – the Halls are now charged for the recycling bins (but at a reduced rate)

This gave a net increase in expenditure of £2252.00

The overall increase to the budget therefore is £1252.00

**CHORLEYWOOD PARISH COUNCIL**

**CHORLEYWOOD VILLAGE HALLS TRUST**

**Agenda Item 10.**

**Date: 24<sup>th</sup> NOVEMBER 2015**

**Subject: PROPOSED FEES AND CHARGES**

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**Committee Member:**

**Officer Contributors:** Treasurer and Secretary

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** Hall fees comparison sheet

**Contact for further information:** Clerk,

**1.RECOMMENDATIONS**

**1.1** That the Committee agree the fees and charges for all three halls for the 2016/17 municipal year.

**2. RELEVANT PREVIOUS DECISIONS**

2.1 Policy and Resources Minute 15/42

The Committee

RESOLVED

To advise all spending committees to look at an inflationary increase of 1% on the budgets for 2016/17 for income and expenditure, informing Committees of the target of a zero increase on the precept.

Spending Committees are also asked to consider any capital items for consideration

**3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

**4. RISK MANAGEMENT ISSUES**

4.1 The current deficit in the budget will need to be addressed and an increase in fees and charges should carefully be considered to allow for growth but not to lose hirers due to high fees.

**5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

5.1 By keeping the rates the same it is likely that the deficit balance on the halls will increase.

**6. LEGAL ISSUES**

Nil

## 7. BACKGROUND INFORMATION

### Current Fees and Charges - War Memorial Hall (rounded to the nearest 5p)

<b>Events – Per Hour</b>	<b>Monday – Friday Up to 6.00pm</b>	<b>Monday – Friday After 6.00pm</b>	<b>Saturday and Sunday</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Function Rate	24.20	28.90	31.85
Group Rate	17.35	23.45	26.30
Classes	19.15	24.90	29.60
Commercial	42.00	44.15	47.45
Concerts/Filming, bank Holidays, Amateur Dramatics, Weddings	Price on application	Price on application	Price on application

### Proposed Fees and Charges for 2016/2017 - From 1<sup>st</sup> April, 2015

<b>Events – Per Hour</b>	<b>Monday – Friday Up to 6.00pm</b>	<b>Monday – Friday After 6.00pm</b>	<b>Saturday and Sunday</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Function Rate	<b>24.45</b>	<b>29.20</b>	<b>32.20</b>
Group Rate	<b>17.55</b>	<b>29.50</b>	<b>26.60</b>
Classes	<b>19.65*</b>	<b>25.55*</b>	<b>30.35*</b>
Commercial	<b>42.50</b>	<b>44.60</b>	<b>48.00</b>
Concerts/Filming, bank Holidays, Amateur Dramatics, Weddings	Price on application	Price on application	Price on application

Alcohol Licence - £25.00

*\*These charges have been increased by 2.5% in line with the recommendation from this committee last year.*

### Current Fees and Charges for 2015/2016 - Bullsland Hall & The Common Room

<b>Events – Per Hour</b>	<b>Monday – Friday Up to 6.00pm</b>	<b>Monday – Friday After 6.00pm</b>	<b>Saturday and Sunday</b>
	<b>2015/16</b>	<b>2015/16</b>	<b>2015/16</b>
<b>Rate</b>	<b>£14.15</b>	<b>£17.00</b>	<b>£19.60</b>

### Proposed Fees and Charges for 2016/2017 - From 1<sup>st</sup> April, 2016

<b>Events – Per Hour</b>	<b>Monday – Friday Up to 6.00pm</b>	<b>Monday – Friday After 6.00pm</b>	<b>Saturday and Sunday</b>
	<b>2016/17</b>	<b>2016/17</b>	<b>2016/17</b>
<b>Rate</b>	<b>£14.60</b>	<b>£17.55</b>	<b>£20.20</b>

**WRVS**

**Current Basis Rate = £8.45 per hour - Revised rate - £8.75 per hour**

**Lunch Club Rate = £10.50 per hour      Revised rate - £10.80 per hour**

**HOLLYBUSH HALL**

**Current Hire Charge - £13.80per hour    Revised Hire Charge £13.95**

Comparisons to other local halls will be circulated at the meeting, however Members are asked to consider are the following:-

- A number of halls have an extra hire charge before 8am and after 11pm.  
*Currently the charges for after midnight are doubled.*
- There is an additional charge for use of the kitchens and hire of the crockery and cutlery  
*Currently there is no charge for these items but charges could go towards the additional cleaning required.*

**Date: TUESDAY 24<sup>TH</sup> NOVEMBER 2015**

**Subject: DRAFT CAPITAL AND REVENUE BUDGET 2016-17**

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**Committee Member:**

**Officer Contributors:** Yvonne Merritt Clerk,

**Status (public or exempt):** Public

**Wards affected:** All

**Enclosures:** Appendix 1 Draft Budget, Appendix 2 Capital budget

**Contact for further information:** Clerk

## **1. RECOMMENDATIONS**

- 1.1 That the Committee consider the draft budget for 2016 – 2017
- 1.2 That the Committee consider items from the Four Year Vision for capital projects.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Policy and Resources Minute 15/42

The Committee

RESOLVED

To advise all spending committees to look at an inflationary increase of 1% on the budgets for 2016/17 for income and expenditure, informing Committees of the target of a zero increase on the precept. Spending Committees are also asked to consider any capital items for consideration

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1

## **4. RISK MANAGEMENT ISSUES**

- 4.1 Due to the cost of the refurbishment the Capital allocation has been depleted to zero, therefore Members may wish to consider increasing the current bid for capital to build up the fund once more.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 Income has been raised by 1%
- 5.2 The salary increase for 2015/16 has not yet been considered, therefore for budget purposes and increase of 1% Associated budgets ie Income Tax and NI and Superannuation have been increased accordingly.
- 5.3 The figures assume that the Committee agree the proposed fees and charges detailed within the relevant report.

- 5.4 There is currently the following figures in the Capital Budget

- ❖ War Memorial Hall £85160 – this covers the current refurbishment
- ❖ Bullsland Hall £7776.00

## **6. LEGAL ISSUES**

6.1 None Specific

## **7 BACKGROUND INFORMATION**

7.1 The draft budget assumes that the Committee have agreed the draft fees and charges.

7.2 Superannuation has been increased to take into account the new legislation

7.3 All other items have been increased by 1% or in fact stayed the same.

7.4 The current increase from the original 2015/16 revenue budget is therefore £1150.00

7.5 Attached in appendix 2 of this report is the current capital budget allocation, again this has been increased by 1% equating to a total increase of £30.00

7.6 This gives a total of £1180.00 increase for this Committee

7.7 Members will also need to consider any capital projects for the next financial year, taken from the agreed Four Year Vision. Once these priorities are agreed costs will be obtained for consideration.

# CHORLEYWOOD PARISH COUNCIL

## Agenda item 11 Appendix 2

### VILLAGE HALLS CAPITAL GRANT

	Capital Replacement programme	YEAR 8 08/09	YEAR 9 09/10	YEAR 10 10/11	YEAR 11/12	YEAR 12/13	YEAR 13/14	YEAR 14/15	YEAR 15/16	YEAR 16/17
Replacement Roof										
Replacement Windows		£5,000								
Capital Repairs			£5,000	£2500	£2500	£2500	£2600	£2675	£2730	2760.00
Refurbishment								£50,000	£50,000	
Total								£52,675	£52,730	£2760.00