

Merton Parish Council – Agenda Support Document

Agenda Item 10.5.21 b): Approval of Grant payments

Grants budget for 2021-22 is as follows

Standing Grants £300

Other Grants £250 breakdown for consideration as below:

N.D Records Office	£50.00
ODCTG	£50.00
Plough Arts Centre	£100.00
Citizens Advice Bureau	£50.00

Agenda Item 10.5.21 c): Cllrs roles and membership on external groups

<u>Description</u>	<u>Current Councillor in role</u>
Church Yard committee rep(s)	Cllrs Papworth & Stacey
Playground committee rep(s)	Cllrs Twomey & Stacey
Clinton Hall Committee rep(s)	Cllr Brown
Defibrillator	Cllr Papworth
Liaison with Handyman	Cllr Papworth/Clerk
Snow Warden	Cllr Brown
Asset inspection	All Councillors

Agenda Item 10.5.21 d): Asset register

<u>Asset</u>	<u>Cost to Council</u>	<u>Date acquired (if known)</u>	<u>Date disposed of</u>	<u>Location</u>
<u>LAND</u>				
The Square	£1.00			Merton Village Square
<u>BUILDINGS/STRUCTURES</u>				
Village Hall	£1.00			Clinton Hall
Stone bus shelter	£9,443.00			The Square
Wooden Circular Seat			Nov-19	The Square
Granite Stone Monument	£3,570.00			Corner of road to The Clinton Hall
Jubilee Sundial	£2,409.88			Beside road to The Clinton Hall
Football Posts	£132.00			Playing Field
Wooden bus shelter	Unknown			Opposite The Square
Picnic tables	Unknown			Play area
Bench	Unknown		Nov-19	Junction of Beaford road and A386
Bench	Unknown			A386 opposite the Malt Scoop

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Bench	Unknown		Nov-19	Junction of road to Hall and A386
Bench	£380.93	25/03/2019		Junction of Beaford road and A386
Bench	£380.93	25/03/2019		Junction of road to Hall and A386
Bench	£0.00			Between Merton Garage and entrance to Clinton Gardens
<u>EQUIPMENT</u>				
2-way radios	£349.00			The Clinton Hall
Glass Vase	£530.00			The Clinton Hall
Defibrillator	£1,120.00			Outside Post Office
Laptop	£399.93			Clerk's residence
Play Equipment & Surface	£42,905.00			Play area
DAAT Lights	£7,000.00			Playing Field
Filing Cabinet	£100.00			Clerk's residence
Laptop Bag	£9.04	09/02/2019		Clerk's residence
External Hard-drive	£40.00			Clerk's residence
Defibrillator Cabinet	£100.00			Outside Post Office
Notice Board	£444.10			Outside Post Office
Encrypted Memory Stick	£35.99	06/12/2019		Clerk's residence
Total	£69,351.80			

Agenda Item 10.5.21 e): Asset inspection arrangements

Asset	Inspected by	Location
<u>LAND</u>		
The Square	Cllr Scantlebury	Merton Village Square
<u>BUILDINGS/STRUCTURES</u>		
Village Hall	N/A	Clinton Hall
Stone bus shelter	Cllr Scantlebury	The Square
Granite Stone Monument		Corner of road to The Clinton Hall

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Jubilee Sundial		Beside road to The Clinton Hall
Football Posts	Cllrs Nancekivell/Brown?	Playing Field
DAAT Light		Playing Field
Wooden bus shelter	Cllr Scantlebury	Opposite The Square
Picnic tables	Cllr Twomey	Play area
Bench	Cllr Stacey	A386 opposite the Malt Scoop
Bench	Cllr Stacey	Junction of Beaford road & A386
Bench	Cllr Stacey	Junction of road to Hall & A386
Bench	Cllr Stacey	Between Merton Garage and entrance to Clinton Gardens
<u>EQUIPMENT</u>		
2-way radios	Cllr Papworth	The Clinton Hall
Glass Vase	Cllr Papworth	The Clinton Hall
Defibrillator	Cllr Papworth	Outside Post Office
Laptop & Mouse	Clerk	Clerk's residence
Play Equipment & Surface	N/A	Play area
Filing Cabinet	Clerk	Clerk's residence
Laptop Bag	Clerk	Clerk's residence
External Hard-drive	Clerk	Clerk's residence
Defibrillator Cabinet	Cllr Papworth	Outside Post Office
Notice Board	Cllr Papworth	Outside Post Office
Encrypted Memory Stick	Clerk	Clerk's residence

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Agenda Item 12.5.21 c): To receive Year-End Budget Report

Income:

INCOME	2020/21 Budget	Actual Income 31-12-2020	Difference	Notes
Precept	8000.00	8000.00	0.00	
Parking Permits	8.00	18.00	10.00	
Other/grants	392.00	1298.66	906.66	Covid-19 grants
TOTAL	8400.00	9316.66	916.66	

Expenditure

	2020/21 Budget	Actual spent to 31-03-2021	Difference	Over/Under/On Budget	NOTES
STAFF COSTS	£4,100.00	£3,733.57	£366.43	Under	
Clerk Salary & costs	£3,600.00	£3,368.84	£231.16	Under	
Office Expenses	£400.00	£309.73	£90.27	Under	
Training	£100.00	£55.00	£45.00	Under	Virement recommended
ADMIN	£925.00	£738.27	£186.73	Under	
Insurance	£500.00	£490.28	£9.72	Under	
Website	£200.00	£122.50	£77.50	Under	Virement recommended
Hall Hire	£100.00	£100.00	£0.00	On	
Norton Anti-virus	£25.00	£25.49	-£0.49	Under	£4.68 from 2021-22 budget
Contingency	£100.00	£0.00	£100.00	Under	
RUNNING COSTS	£392.00	£350.87	£41.13	Under	
Grass Cutting & Village Maintenance	£392.00	£350.87	£41.13	Under	
PROFESSIONAL FEES	£460.00	£447.00	£13.00	Under	
Audit	£350.00	£350.00	£0.00	On	
I.C.O	£40.00	£35.00	£5.00	Under	
Subs/Memberships	£70.00	£62.00	£8.00	Under	
ASSETS	£1,922.00	£1,922.00	£0.00	On	
Maintenance	£500.00	£500.00	£0.00	On	
Purchases	£950.00	£950.00	£0.00	On	
Defibrillator	£350.00	£350.00	£0.00	On	
Play Equip.	£122.00	£122.00	£0.00	On	
GRANT/DONATION	£598.00	£467.00	£131.00	Under	

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Standing Grants	£428.00	£300.00	£128.00	Under	
Poppy Wreath	£20.00	£17.00	£3.00	Under	
Other Grants/Donations	£150.00	£150.00	£0.00	ON	
Reserves	£1,500.00	£1,500.00	£0.00	ON	
General	£500.00	£500.00	£0.00	On	
Precept Contingency	£1,000.00	£1,000.00	£0.00	On	
Unbudgeted Spending	£0.00	£883.68	-£883.68	Under	
Unbudgeted Spending	1362.08	£883.68	£478.40	Under	COVID-19 Grant
TOTALS	£9,897.00	£9,158.71	£738.29	Under	

Virement Recommended:

<u>From</u>	<u>Amount</u>	<u>To</u>
Staff Costs/ Training	£45.00	EMR “Training”
Admin/Website	£77.50	EMR “Training”

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