CLERK'S BRIEFING NOTES

PARISH COUNCIL MEETING ON 2 NOVEMBER 2017

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Clerk's Briefing Notes – 1 November 2018

Correspondence sent since 4 October 2018

All correspondence carried out via email/telephone.

Agenda Item 8c

Become a Community First Responder

If you want to be able to help us in emergency situations, then become a Volunteer Community First Responder. You will be trained by SCAS to be able calmly and professionally to deal with medical emergencies, providing sometimes life-saving first aid to a patient in the crucial minutes before an ambulance arrives. Once the ambulance arrives, you will continue to support the SCAS staff treating the patient.

After attending an initial six-day training course (spread over several weekends and weekday evenings) and an annual 1 day refresher course, the commitment we ask of you is to make yourself available at least 20 hours each month. You can choose the times to fit around your other commitments and you 'respond' from home or perhaps your workplace.

We will provide you with all the training, equipment and support you need to do something amazing for your community: become a real lifesaver.

The CFR role

We have Community First Responder (CFR) Schemes across Berkshire, Buckinghamshire, Hampshire and Oxfordshire, in both urban and rural areas. Our CFRs are trained to deliver life-saving skills such as the use of an automated external defibrillator (AED), basic airway management and oxygen therapy, and cardiopulmonary resuscitation, or CPR – and we always need new recruits.

Because CFRs only respond to emergencies in the area where they live or work, they can arrive at the scene shortly before an ambulance gets there. By being able to start life-saving medical treatment earlier, CFRs really do help save more lives.

The types of emergencies you might attend

You will only be sent to 999 emergency calls we receive during the hours you have agreed to provide emergency cover, if you have had the relevant training and if the incident is local to you (usually within three to five miles). You will be trained to help in cases of:

- Cardiac arrest
- Heart attack
- Stroke
- Choking
- Diabetic emergencies
- Serious injuries (though not road traffic collisions)
- Breathing difficulties
- Patients suffering a seizure
- Chest pains
- Unconscious patients

Want to know more?

Ready to apply? Call us on 01962 898090 or email cfr@scas.nhs.uk for an application pack

Want to help in other ways?

We can only provide this vital local lifesaving service through our charity, as the CFR scheme is 100% funded by public donation. We understand that not everyone wants to take on the role of community first responder, but there are other ways you can help. A great way to show your appreciation for the community first responders in your area would be to help raise funds for them.

Each scheme costs about £3000 to set up, and we need to raise the money for new schemes, but also fund the ongoing work of these vital volunteers. All the equipment used by local CFRs is paid for through voluntary contributions:

| £ 18 | pays for a replacement set of defibrillator pads |
|-------|---|
| £156 | pays for a defibrillator battery |
| £180 | pays for the annual rental charges on a CFR emergency pager |
| £1000 | pays for a new automated external defibrillator |
| £2000 | pays for a new, full first responder medical kit |

Your local group would be very grateful of any support you can give them to help raise funds that they can put to good use in your local community. To find out more please contact our charity by emailing the Charity CEO at vanessa.casey@scas.nhs.uk

Aston, Cote, Shifford and Chimney Parish Council

Agenda Item 14 (c)

The Newsletter of Aston, Cote, Shifford and Chimney Aston Newsletter 11 Southlands Aston Oxon OX18 2DA

22nd September 2018

For the Attention of Mrs E. Anstee, Clerk to the Parish Council

Application for a Grant of £1,000 from the Parish Council of

Aston, Cote, Shifford and Chimney

Dear Mrs Anstee,

The Aston Newsletter 'Voices' submits application for consideration by the Parish Council of Aston, Cote, Shifford and Chimney for a grant of £1,000 (one thousand pounds) to assist in the publication costs of 'Voices' for the year 2018/19.

'Voices' mission 'to reflect village news, views and events' continues to be fulfilled, delivering six editions per year to every home in the Parish, free of charge.

Recognising that 'Voices' would produce an operating loss for the year 2017/18 the editorial team reviewed its printing services and costs. In order to reduce costs and make use of current digital print technology it was decided to change our printers to Oxford University Press from the start of the current financial year 2018/19. Using the new printing costs, by comparison a small operating surplus would have been generated for the year 2017/18. The move has also now enabled 'Voices' ambition for all pages in the editions to be in full colour.

Circulation numbers have and will further increase as the new housing developments in the Parish are occupied. We will amend the print run size to meet these increases at the appropriate times.

The 'Voices' editorial team continue to enthusiastically raise funds through fundraising events and to maintain the level of advertising in each edition at an appropriate level. Financial support from the Parish Council is however an important element to help cover printing costs and we trust it will look favourably upon this years grant application.

Enclosed are the accounts for year 2017/18 which have been independently audited by Mr Tony Harris. Should you require any further information to support our application, I will be pleased to provide it for you.

Yours Sincerely,

R. V. Haines Treasurer & Joint Editor 'Voices' – Aston Newsletter Encl.

Financial Matters

1. Cash Balances

| Cash Balances | £ |
|---|------------|
| UNITY TRUST CURRENT ACCOUNT Balance at 30 September 2018 | 35,742.57 |
| October payments | (??) |
| Balance at 26 October 2018 | |
| NATIONWIDE DEPOSIT ACCOUNT Balance at 30 September 2018 | 39,106.79 |
| Transactions in month | NIL |
| Balance at 26 October 2018 | £39,106.79 |
| SANTANDER BUSINESS DEPOSIT ACCOUNT Balance at 30 September 2018 | 536.54 |
| Transactions in month: interest received | 0.14 |
| Balance at 26 October 2018 | £536.68 |
| TOTAL CASH HOLDING AT 31 OCTOBER 2018 | £??,???.?? |

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL 6 MONTHS ENDED 30 September 2018 RECEIPTS & PAYMENTS ACCOUNT

| RECEIPTS & PAYMENTS AC | COUNT | DUD | OFT | ACTUAL | 55105.1/5 | DD10D \(\text{VD}\) |
|--|----------------------------------|-----------------|-----------------|-----------------------|----------------------------|------------------------------|
| | i i | | GET | ACTUAL | PRIOR YR | PRIOR YR |
| | | Full Year | Budget for | 30 | 6m ended | |
| | Relevant Statute | Budget | 6 months | September | 30 Sept | Full Year |
| DECEIDEO | | 2018/19 | 2018/19 | 2018/19 | 2017/18 | 2017/18 |
| RECEIPTS | | 00.000 | 00.000 | 00 000 00 | 40.704.00 | 05 500 00 |
| Precept | | 26,026 | 26,026 | 26,026.00 | 12,791.00 | 25,582.00 |
| Council tax support grant (WODC) Grants (grass cutting) | | 513 1,049 | 513 1,049 | 513.00 1,048.60 | 279.50 1,048.60 | 559.00 1,048.60 |
| Interest | | 1,049 | 51 | 0.83 | 0.28 | 170.28 |
| Sundry | | 101 | 01 | 0.00 | 0.20 | 170.20 |
| VAT refund received | | | | 602.12 | | 1,053.72 |
| TOTAL RECEIPTS | | 27,689 | 27,639 | 28,190.55 | 14,119.38 | 28,413.60 |
| | | | | | | |
| PAYMENTS | | | | | | |
| Ordinary Expenditure | | 4.004 | 0.000 | 0000 00 | 0.040.00 | 4.445.00 |
| Clerk's Salary | LGA 1972, s112 | 4,621 | 2,303 | 2303.00 | 2,219.00 | 4,445.00 |
| Office equipment Office running costs | LGA 1972, s111 LGA 1972, s111 | 500 | 250 | 354.13 | 164.86 | 389.83 |
| Bank charges | LGA 1972, STIT | 72 | 36 | 18.00 | 36.00 | 72.00 |
| Website | LGA 1972, s111 | 12 | 30 | 141.01 | 30.00 | 72.00 |
| Insurance | LGA 1972, s111 | 422 | 422 | 363.55 | 401.67 | 401.67 |
| Audit | LGA 1972, s111 | 200 | 200 | 200.00 | 200.00 | 200.00 |
| Village Hall Rental/Cost APM | LGA 1972, s111 | 40 | 40 | 13.40 | 18.50 | 18.50 |
| Subscriptions | LGA 1972, s143 | 382 | 206 | 198.41 | 212.29 | 347.29 |
| Chairman's Allowance | LGA 1972 s15(5) | 100 | 25 | | 7.50 | 7.50 |
| | | | | | | |
| Expenditure under Statute | | | | | | |
| Grass Cutting - verges & War Mem | | 5,805 | 2,193 | 2,364.77 | 1,836.98 | 3,146.90 |
| Grass Cutting - playing field | LG(MP)A 1976, s19 | 1,530 3,950 | 765 1,050 | 765.00 1416.80 | 792.00 1,155.00 | 1,152.00 4,640.00 |
| Grants - See Separate Analysis Dog & Litter Bin Emptying | Litter Act 1983 | 228 | 1,030 | 94.60 | 1,155.00 | 219.36 |
| Training & Travel | LGA 1972, s174 | 220 | 110 | 200.00 | 109.00 | 40.00 |
| Clock Maintenance | PCA 1957, ss2 & 6 | 229 | 110 | 200.00 | 509.00 | 509.00 |
| Bus Shelter Cleaning | LG(MP)A 1953, s4 | 110 | 55 | | 27.00 | 27.00 |
| Repairs (incl Cote phone kiosk) | | 500 | 250 | | 18.32 | 881.11 |
| | | | | | | |
| Expenditure from "Free Resource" | (<u>S137)</u> | | | | | |
| Village maintenance/Lengthsman | | 1,500 | 750 | 400.00 | 218.50 | 437.00 |
| Subscriptions Grants - See Separate Analysis | | 111 1,400 | 111 | 106.00 45.00 | 106.00 0.00 | 106.00 650.00 |
| Grants - See Separate Analysis | | 1,400 | | 45.00 | 0.00 | 650.00 |
| <u>Projects</u> | | | | | | |
| Southlands Noticeboard | | | | | 1,371.55 | 1,371.55 |
| Queen's Birthday Medals | LGA 1972, s137 | | | | | |
| Bench donated to Comm.Trust | | | | | | 20.00 |
| Bench at Southlands | | | | | 20.00 | 324.98 |
| New Playground project | LG(MP)A 1976, s19 | 11,326 | | | | |
| Cleaning of War Memorial | | 3,000 | | | | |
| Contingency Sum VAT Paid | | 5,000 | | 600 57 | 610.62 | 1 171 OF |
| TOTAL PAYMENTS | | 41,246 | 8,880 | 9,206.24 | 618.63 10,042.48 | 1,174.05 20,580.74 |
| | ' | | | | | |
| Excess/(Deficit) of Receipts over | | | | | | |
| Payments for Financial Year | | (13,557) | 18,759 | 18,984.31 | 4,076.90 | 7,832.86 |
| Reserves | | | | | | |
| Opening at 1 April | | 56,395 | 56,395 | 56,394.59 | | 48,561.73 |
| Closing at period end | | 42,838 | 75,154 | 75,378.90 | | 56,394.59 |
| Closing reserves analysis: | | | | | | |
| Working day to day balance | | 5,000 | 22,671 | 23,221.90 | | 16,918.59 |
| Contingency Reserve | | 0 | 5,000 | 5,000.00 | | 5,000.00 |
| Playground reserve | | 2 262 | 11,326 | 11,000.00 | | |
| Traffic Calming Reserve Recreation reserve | | 3,362 34,476 | 1,681 34,476 | 1,681.00 34,476.00 | | 34,476.00 |
| Noorealion reserve | | 42,838 | 75,154 | 75,378.90 | | 56,394.59 |
| | | .2,000 | 70,104 | . 5,5, 5.00 | | 33,00 1.00 |

Bank Reconciliations at 30 September 2018

| UNITY TRUST CURRENT ACCOUNT | |
|---|-----------------------|
| Bank Statement Balance at 30 September Reconciling items NONE | £ 35,742.57 NIL |
| Cash Book Balance at 30 September | 35,742.57 |
| SANTANDER DEPOSIT ACCOUNT | £ |
| Bank Statement Balance at 30 September | 536.54 |
| Reconciling items NONE | NIL |
| Cash Book Balance at 30 September | 536.54 |
| NATIONWIDE DEPOSIT ACCOUNT | £ |
| Bank Statement Balance at 30 September | 39,106.79 |
| Reconciling Items NONE | NIL |
| Cash Book Balance at 30 September | 39,106.79 |
| Total Cash Balances at 30 September | 75,385.90 |

ASTON, COTE, SHIFFORD AND CHIMNEY PARISH COUNCIL DRAFT BUDGET 2019/20 – VERSION 1

1.0 Overview

- 1.0 A first draft of the budget for 2019/20 is attached. The precept for the year needs to be agreed at the December meeting at the latest as it must be submitted to the District Council shortly thereafter.
- 1.1 The District Council has not yet provided information on the level of the council tax support grant (introduced in 2013/14 to compensate local authorities for the impact of the localisation of the effect of council tax benefits receivable by local residents) and the council tax base for 2019/20. The council tax support grant for 2018/19 was £513 and the council tax base (the number of households across which the precept is split) was 533.78 in 2018/19. For this version of the budget it has been assumed that these figures will be unchanged in 2019/20.
- 1.2 The first draft budget shows recurrent expenditure of £21,297 and no planned one-off (project) expenditure. The total expenditure is reduced to a net of £20,147 when the non-precept income budgeted is offset against it (the grass cutting grant from Oxfordshire County Council and interest on the deposit accounts).
- 1.3 Built into the precept requirement is the usual general contingency sum of £5,000 to cover unexpected expenditure during the year and a working day-to-day balance of cash funds required to carry forward at the end of the year of £5,000. Holding a reserve of £10,000 has previously been agreed to be sufficient to give the council financial security, given its limited assets and unavoidable commitments.
- 1.4 In 2015/16 the Parish Council resolved to increase the precept by an additional £6,850 for three years to build up a recreation reserve of £32,000.00. 2017/18 was the last year of that increase. At 31 March 2018, this reserve totalled £34,476 (having been inflated by the transfer of an excess day-to-day surplus from a previous year).
- 1.5 In September 2017 the Parish Council carried out a public consultation on whether the precept should be returned to the level prior to the increase referred to in 1.4 above, or whether the precept should be maintained at the higher level, with the surpluses generated to be spent on identified projects in the parish.
- 1.6 Including this increase, the total "traditional" precept (the precept for tax setting purposes combined with the council tax support grant) in 2018/19 was £26,539 (£26,026 after deducting the council tax support grant).

2.0 Reserves

- 2.1 The forecast out-turn for 2018/19 is a deficit of £13,557. This is after the donation of £11,326 for the new play area and the cleaning of the war memorial (£2,988).
- 2.2 The forecast reserves at 31 March 2019 are £44,087. This is made up of: recreation reserve £34,476, traffic calming reserve £2,772, general contingency sum of £5,000 and a working day-to-day balance of £1,856. The target working day-to-day balance is £5,000.
- 2.3 These additional reserves have arisen from surpluses in both 2015/16 and 2016/17.

2.4 Parish Councils are not permitted to hold reserves above planned basic levels unless they are for a designated purpose. The Parish Council therefore decided in 2018/19 budget cycle to ring-fenced for another purpose – to contribute towards the Community Trust's current plans for the children's playground (subject to the Trust being able to meet any conditions attached to a donation) and to set aside funding for traffic calming to match the funds expected from the Gladman development(s) so that an effective measure can be installed.

3.0 Detail

- 3.1 Where expenditure is expected to be subject to an inflationary rise this has been allowed for at between 2% and 4% depending on the nature of the expenditure/supplier.
- 3.2 Explanations for many of the changes made to the budget when compared to the expected out-turn and budget for 2018/19 are provided on the attached spreadsheet.
 - 3.3 The areas where greater clarity for the rationale behind the budget is required, or where further decisions by the Parish Council are required are covered below:

3.4 Clerk's Salary

Included at the existing level plus £500.

3.5 General Grass Cutting

The contract with WODC was renewed in 2018/19 at a fixed rate for 3 years.

3.6 Playing Field Grass Cutting

The contract with Des Johnston was renewed in 2018/19 for three years. The contract covers a maximum number of cuts of 18 (base of 15 + 3 extra if required).

3.7 Grants paid under statute

This budget was reviewed in detail and updated for 2017/18. The proposed budget of £3,950 has been included at the same level as for 2019/20 and covers the following maximum grants:

| Voices | £1000 |
|--|--------|
| Citizens Advice Bureau | £150 |
| Community Trust – playground maintenance | £750 |
| Aston minibus | £750 |
| Grass cutting, Cote Chapel | £300 |
| Grass cutting, St Mary's Shifford | £300 |
| Grass cutting, St James' Aston | £700 |
| | £3,950 |

3.8 Village Maintenance

The budget includes a round sum allowance of £1,500, payable either to a dedicated Lengthsman or for specific individual contracts for pieces of work (such as weed spraying). This continues to be significantly above the actual expenditure in recent years, and is one of the reasons why the current budget leads to a surplus – would the Parish Council like to consider reducing this budget?

3.9 LGA 1972 s137 Donations

The Parish Council's approach to the non-statutory donations it gives was reviewed in 2017/18. The total budget of £1,400 includes specific donations to The British Legion (£150) and Volunteer Link-Up (£135) in additional to a general donation "pot" for local organisations of £1,115. The success of this "pot" has not yet been tested (deadline for applications expires at the end of December; no applications have yet been received). For the purposes of this budget, the total has been left at the 2018/19 level.

3.10 Village Hall

The budget does not include any funds to be spent on work at the village hall (beyond the routine playground maintenance grant and the cutting of the playing field).

3.11 One-off Projects

The budget does not include any one-off projects for 2019/20. It would demonstrate good practice in financial management if the Parish Council were to identify and set aside budgets for one-off projects during the budget setting process. Councillors are therefore asked to consider potential projects for 2019/20 before the budget is finalised.

4 Precept

- 4.3 The net expenditure in the budget as presented is £20,147. Assuming that the District Council offers a support grant of £513 as in 2018/19, the Parish Council would need to raise £18,404 from the precept in order to create a break-even budget. This would equate to £34.48 per Band D household (using the 2018/19 council tax base). This is a reduction of £14.28 per annum per Band D household on 2018/19 precept.
- 4.4 The recent budget survey indicated that there was a willingness from the residents who responded for the precept to be kept at the level it was raised to in 2015/16 in order to generate reserves for investment in local amenities.
- 4.5 If the precept is retained at the current level of £26,026, the budget as presented would generate a surplus of £1,392.
- 4.6 As noted in 2.4 above, Parish Councils are not permitted to hold excess reserves for unplanned purposes.

5 Recommendations

5.3 That the Parish Council considers the draft budget as presented, proposing amendments where identified.

5.4 Specific areas for discussion

- Village maintenance budget potential to reduce from current budget level of £1,500 (potentially to release budget for expenditure elsewhere);
- Identification of one-off projects for 2018/19;
- Consideration of specific reserves for future projects, with agreed total target reserve(s) and expected timescale for the expenditure;

Clerk's Briefing Notes – 1 November 2018

- 5.5 That the Parish Council discusses the provisional level of the precept for 2019/20.
- 5.6 That the Parish Council resolves to consider a second draft of the budget at the December meeting delaying a final resolution on the precept for 2019/20 until that meeting at the earliest.

Prepared by: Elaine Anstee, 26 October 2018

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL FINANCIAL YEAR 2019/20 DRAFT BUDGET FOR MEETING ON 1 November 2018 - VERSION 1

| DIVALLE BODOLI LOK MEETING C | i i i i i i i i i i i i i i i i i i i | I VERGIOIS | • | | | |
|---|---------------------------------------|--------------|--------------------|----------------------------------|-----------------|--|
| | | Budget | Actual 6 Months | Currently expected outturn | Draft Budget | |
| | Relevant Statute | 2018/19 | 2018/19 | 2018/19 | 2019/20 | |
| EXPENDITURE | | | | | | |
| Recurrent Expenditure | | | | | | |
| <u>Ordinary Expenditure</u> Clerk's Salary | 1.00 4070 -440 | 4 604 | 2 202 | 2.740 | 3,500 | |
| Office equipment | LGA 1972, s112 LGA 1972, s111 | 4,621 | 2,303 | 3,748 | 3,500 | No predicted requirement |
| Office running costs | LGA 1972, s111 | 500 | 354 | 500 | 500 | As existing budget |
| Bank charges | | 72 | 18 | 72 | 72 | £6 per month |
| Website costs | | 0 | 141 | 141 | 150 | Annual Cost? |
| Insurance | | 422 | 364 | 364 | 382 | This year actual +5% |
| Audit | | 200 | 200 | 200 | 200 | New provider, assumed remains as prior |
| Village Hall Rental/Cost APM | LGA 1972, s111 | 40 | 13 | 40 | 40 | As existing budget |
| Subscriptions Chairman's Allowance | LGA 1972, s143 | 382 100 | 198 | 198 | 401 100 | This year + 5%. ICO new subs level |
| Chairmans Allowance | | 100 | | | 100 | As existing budget |
| Expenditure under Statute | | | | | | |
| Grass Cutting - verges & WM | HA 1980, s116 | 5,805 | 2,365 | 5,805 | 5,805 | 14 cuts - quotation from WODC |
| Grass Cutting - playing field | LG(MP)A 1976, s19 | 1,530 | 765 | 1,530 | 1,530 | 18 cuts - actual quotation |
| Grants paid under statute Dog & Litter Bin Emptying | Litter Act 1983 | 3,950 228 | 1,417 95 | 3,755 219 | 3,950 239 | See 1 Nov Report |
| Training & Travel | LGA 1972, s174 | 220 | 200 | 200 | 239 | This year + 4% infl. As existing |
| Clock Maintenance | PCA 1957, ss2 & 6 | 229 | 200 | 200 | 229 | As existing |
| Bus Shelter Cleaning | LG(MP)A 1953, s4 | 110 | | 348 | 464 | This year + 2% infl. |
| Defibrillator pads/batteries | | | | | | Replaced 2017 - due 21/22 |
| Repairs | | 500 | | 500 | 500 | General round budget |
| VAT Paid | | | 623 | 623 | | |
| Expenditure from "Free Resource" (S137) Village maintenance (Lengthsman) | | 1,500 | | 1,500 | 1,500 | Soo 1 Nov Poport |
| Subscriptions (CPRE & ORCC) | | 1,300 | 106 | 1,300 | 1,500 | See 1 Nov Report This year + 4% |
| Grants - See Separate Analysis | | 1,400 | 45 | 1,400 | 1,400 | See 1 Nov Report |
| • | | | | | | |
| Recurrent Expenditure c/f | | 21,920 | 9,206 | 21,248 | 21,297 | |
| Recurrent Expenditure b/f | | 21,920 | 9,206 | 21,248 | 21,297 | |
| <u>Projects</u> | | | | | | |
| Replacement of Southlands Noticeboard | WMA 1923, s1 | 0 | | | | |
| VAS on Bampton Road | | 0 | | | | |
| Bench donated to CT | | 0 0 | | | | |
| Bench at Southlands Cleaning of War Memorial | | 3,000 | | 2,988 | | |
| New playground donation | | 11,326 | | 11,326 | | |
| 1 1,3 | LGA 1972, s133 & | , | | , | | |
| Total Brainet Spand | LG(MP)A 1976, s19 | 14 226 | 0 | 14,314 | 0 | • |
| Total Project Spend | | 14,326 | U | 14,314 | 0 | · |
| OVERALL EXPENDITURE | | 36,246 | 9,206 | 35,562 | 21,297 | · · |
| OTHER INCOME | | | | | | |
| OCC grass cutting grant | | 1,049 | 1,049 | 1,049 | 1,049 | Same as this year |
| Interest | | 101 | 1 | 101 | 101 | |
| VAT Received | | | 602 | 602 | | |
| TOTAL INCOME | | 1,150 | 1,652 | 1,752 | 1,150 | |
| NET EXPENDITURE | | | | | 20,147 | |
| | | | | | 6 | Traffic Calming Reserve To repeat in |
| Add: Amount to set aside for reserves | tod reserves | | | | 2,770 | 2019/20? |
| Less: Amount to be spent from accumula Precept requirement to break even | leu reserves | | | | 22,917 | • |
| . 1000pt requirement to break even | | | | | 22,311 | i i |
| | 1 | | | | | |

Agenda item 14 (e)

What are business savings accounts?

Business savings accounts are much like the personal variety in that they allow you to earn interest on deposited funds, but they're solely used by businesses as opposed to individuals. They allow you to squirrel away any surplus funds your business has and grow your pot for the future, perhaps to act as a cash reserve or to save for new equipment and fuel long-term growth.

Why should I use a business savings account?

You may be wondering why you should be using a business savings account instead of a business current account. Well, the answer is simple – it's because business savings account rates are far higher than those that can be found for current accounts, and therefore offer a far better home for any surplus funds.

It goes without saying that you'll still need to make sure you've got a suitable current account that can meet your business requirements, and that you'll need enough left in it to cope with general business expenditure. But why leave any excess cash languishing in it to earn paltry rates of interest? Compare business savings account rates with those of current accounts and you'll soon see why it's worth separating your funds.

Taxation

Tax implications will be different than for individual savers, as businesses don't get a personal savings allowance. All interest is paid gross which means that you'll need to notify HMRC of any corporation tax your business owes on its savings interest.

Are they covered by the FSCS:

The fact that these accounts are essentially a business arrangement also means depositor protection may be different. Money held in a business savings account will only fall under the protection of the Financial Services Compensation Scheme (FSCS) if you're a small business, which means your firm has to meet two of the following criteria:

- It has 50 or fewer employees
- It has a turnover of £6.5 million or less
- It has a balance sheet total of £3.26 million or less

If not, you're categorised as a larger business, and as such won't be covered by the scheme (which protects the first £85,000 an eligible business has under a single UK banking licence).

However, that's not to say you won't have any protection. Savings providers are regulated by the Financial Conduct Authority no matter if they deal with businesses or individuals, which means you have certain rights that keep your money safe. Of course, you'll still need to make sure you've got the right account; knowing what's out there is vital.

Below are the options that the clerk has initially identified:

1. The Public Sector Deposit Fund/CCLA:

- CCLA (Churches, Charities & Local Authorities) is a mutually owned firm of investment managers, owned by LAMIT (Local Authorities Mutual Investment Trust), the Church of England (Central Board of Finance) Investment Fund and the Charities (COIF) Investment Fund;
- we have 36,000+ clients and manage £8.7bn of cash and investments;
- the Local Government Association appointed us to develop the Fund in collaboration with the sector, as a result of the Icelandic banking crisis. It was launched in May 2011;
- it is a AAAmmf rated (Fitch Ratings) money market fund with the priorities of security, liquidity and yield;
- the Fund boasts strong governance with an Advisory Board made up of representatives of the LGA, CIPFA and treasury specialists from the sector including representatives of the LB of Waltham Forest and the GLA;
- transparency is key with everything published on CCLA's website https://www.ccla.co.uk/investment-solutions/fund/the-public-sector-deposit-fund. You will find the latest yield (0.6965% at close of business on 5/10/18), yield history, counterparty exposure, fund size, outstanding transactions by maturity date, etc all updated at close of business each day;
- the Fund is managed on a very conservative basis (beyond the requirements of AAA-rating), only using plain cash products with well rated (minimum F1 short term) banks: call; notice; term and certificates of deposit the kind of products that Councils themselves feel comfortable using. There is no exposure to the stock market, derivatives, other funds, asset backed securities nothing exotic:
- the minimum initial investment is just £25,000 so there are a number of parish and town councils making use of the Fund, besides principal authorities;
- access is same day. We have an 11:30 cut-off time for instructions;
- the Fund has exceeded £250m under management with 430+ clients (including 10 County Councils, 300+ Parish, Town and Community Councils and 70+ District/Borough Councils, Police, Fire plus the LGA, NALC, 6 County Associations, SLCC and NILGA), a trigger point for the activation of additional share classes. However, the minimum requirement for share class 4 investors (£15m) has been waived for the time being to allow all investors to take advantage of the lowest fee and most favourable yield, highlighted above. The yield we quote on-line is net of all fees:
- finally, as the Fund grows and a dividend payment would be due to LAMIT, it has been agreed to reduce fees in the true spirit of mutuality. As a share class 4 investor the fee is currently 0.08%, reduced from 0.10% in November 2015.

Clerk's Briefing Notes – 1 November 2018

. Below is a simple table comparing online and high street bank rates. They are all very similar for using online and some may not wish to work with a parish council but the clerk will do this aspect of the research once Council has decided its preferred option.

| Variable Business Savings - Insta | nt Acces | ss & Notice A | ccounts | |
|---|----------|---------------|---------|--|
| Company | AER | Notice / Term | Deposit | |
| Cambridge 8 Counties Bank | 1 (50/ | 190 Day | C10 000 | |
| 180 Day Notice Business Savings Account Issue 1 | 1.65% | 180 Day | £10,000 | |
| RedwoodBank 95 Day Business Savings Account (Issue 2) | 1.60% | 95 Day | £10,000 | |
| | 1.51% | 90 Day | £250 | |
| AL RAYAN BANKO Day Notice Account | 1.5170 | 30 Buy | 1230 | |
| UNITED TRUST-BANK | 1.50% | 100 Day | £500 | |
| Cambridge & Counties Bank Growing butteres together 95 Day Notice Business Savings Account Issue 7 | 1.50% | 95 Day | £10,000 | |
| Hampshire Trust Bank 90 Day Business Notice (Issue 6) | 1.40% | 90 Day | £5,000 | |
| RedwoodBank 35 Day Business Savings Account (Issue 2) | 1.35% | 35 Day | £10,000 | |
| 90 Day Notice Account Issue 1 | 1.31% | 90 Day | £10,000 | |
| Teachers Building Society Business Saver 90 (Issue 2) | 1.30% | 90 Day | £10,000 | |
| B 30 Day Business Notice Account | 1.20% | 90 Day | £1,000 | |
| money Duameus Access Account Issue 2 | 1.01% | None | £1,000 | |
| Aldermere Easy Access Account Issue 7 | 1.00% | None | £1,000 | |
| charity cank chank for access Business Account | 0.75% | None | £10,000 | |
| Nationwide Business Instant Saver - Issue 7 | 0.65% | None | £5,000 | |
| Nationwide Business 95-Day Saver - Issue 7 | 1.10% | 95 Day | £5,000 | |