

DRAFT

LAXFIELD PARISH COUNCIL **FINANCE COMMITTEE MEETING** **Budget setting proposals**

Wednesday 14 December 2022 at 5 pm via zoom

MINUTES

Attendees: S Innes, D Martindale (Chair), L Sharman, R Sutton

1. Apologies and approval of absences

None

2. Approval of Finance meeting minutes – December 2021

The minutes from the Finance committee meeting held in December 2021 were approved.
Proposed D Martindale, seconded, L Sharman, AIF.

Budget review, year to date, forecast and proposed 2023/24 budget

Supporting documentation had been circulated prior to the meeting. The budget year to date, forecast to the end of the financial year and proposed budget were discussed. The following points were noted in addition to the supporting information:

- a. CIL money had increased substantially during the financial year. S Innes to check approximate CIL levels for 2023/24 to feed through to the clerk before the PC meeting.
- b. There would be no further receipts from Groundworks this financial year but a grant of approximately £18 000 had been applied for and should be built into the 2023/24 budget. The Neighbourhood plan receipts and payments lines were increased accordingly.
- c. Utility costs had increased significantly during the year. The budget for next year would be increased accordingly.
- d. Section 137 payments looked to be overspent but this was offset by the locality award from the district councillor and also a number of awards in support of the jubilee celebrations.
- e. Significant monies transferred from reserve accounts to fund a number of PIIP projects had not been spent this financial year.
- f. It was agreed that the current subscriptions (including zoom and adobe) should be continued for the next financial year.
- g. The pond/village hall/paths line would be increased to not only accommodate the identified PIIP projects but also £10 000 for the proposed play area improvements and repairs.
- h. Churchyard/war memorial line to be increased to fund the painting and repair work at the war memorial and the laurel work in the churchyard.
- i. Rental fees to be increased to accommodate additional rents for ALS allotment space and Low House rent for flood mitigation kit.
- j. Repairs and maintenance line to be reduced as underspent this year.
- k. Election costs to be increased to accommodate the election due in May 2023.

It was agreed that the draft budget would be amended accordingly in readiness for submission for approval at the Parish Council meeting due to be held on Monday 9 January 2023. Proposed L Sharman, seconded D Martindale, AIF.

3. Confirmation of CIL receipts

It was noted that the following CIL receipts had been received. The date for spending each allocated amount is also indicated below:

2018/19	-	£ 564.49	needs to be spent by Oct 2023
2019/20	-	£ 7 769.72	needs to be spent by Apr/Oct 2024
2020/21	-	£ 19 331.52	needs to be spent by Apr/Oct 2025
2021/22	-	£ 18 771.64	needs to be spent by Apr/Oct 2026
2022/23	-	£ 52 738.61	needs to be spent by Apr/Oct 2027
CILTOTAL	-	£ 99 175.98	

4. Precept proposal

It was agreed that the precept proposal to be put forward to the full Parish Council meeting in January should be set at £46 357. This means that the impact on the council band D tax base is reduced as the tax base is larger. It was agreed to publicise this fact through the website and the newsletter as well as it being shown on council tax bills.

Proposed S Innes, seconded D Martindale. AIF.

5. Parish Council account review

Parish Council accounts at 30 November 2022:

• Barclays current account	-	£ 17 363.01
• Barclays saver account	-	£ 93 397.99
• Barclays reserve account	-	£ 48 885.89
• BALANCE TOTAL	-	£159 646.89

6. Village Hall account review

Village Hall at 30 November 2022:

• Barclays current account	-	£ 26 399.46
• Barclays saver account	-	£ 10 783.19
• VH TOTAL	-	£ 37 182.65

7. Snook Bequest Account Review

Account balance	-	£ 13 783.17
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8. Cemetery fees

It was agreed to propose that cemetery payments should be maintained at their current levels.

Proposed D Martindale, seconded L Sharman. AIF.

The meeting closed at 5 50 pm.