

Precept Meeting Minutes of the Parish Council held on Tuesday 10th January 2021 at 7.00pm, at Greatwood Hall

Attendees: Councillors – Cllr Bell (Chair), Cllr Akerman (Vice Chair), Cllr Hulme, Cllr Peck, Cllr Stubbs, Cllr Buckley & Cllr Pearce – S Morgan-Owen (Clerk)

1. Chair’s Welcome:

2. Apologies Received from:

Cllr Tigger	Dispensation granted
Cllr McCormack	Work Commitments
Absent (no apologies rec’d)	
Cllr Flunder	
Cllr Wilkinson	

3. Declaration of Interest: In addition to the normal:

Cllr Akerman	Youth Club
Cllr Stubbs	Christmas Lights

4. 2022/2023 Precept Requirements:

Cllr Bell summarised the current position of the parish council and that online reports states SMDC could be increasing their precept by 2.99% just below the legal capped amount of 3%. Although the Parish Council is not legally required to cap their precept request, Cllr Bell recommends the Parish Council keep in line with SMDC and increase the precept also by 2.99%.

Cllr Bell also explained that the council currently and will be starting the financial year 23/24 with a reserve amount of £22,133.56, this is over £30k down on the start of the financial year 22/23.

It is not best practise for the council to sit on large reserves so the Parish Council has completed some great projects this last year(s), and also secured several grants.

Jubilee Celebrations	£ 2,870.00
Hollington Village Hall	£ 15,356.00
Greatwood Hall Legal Requirements (lease and ultra vires issue)	£ 11,847.00
Jubilee Park Improvements	£ 10,602.00
Projects Total	£ 40,675.00
Project Grants Rec'd	£ 7,425.00
Projects Costs	£ 33,250.00

Cllr Bell advised that based on the report provided by the clerk a 0% increase would result in a reduced precept by £384 (for the year) compared to last year’s precept (due to reduced band D houses). The council’s annual operating costs are anticipated to increase by approximately £5,700 per year. A 0% increase will anticipate £6k being used from reserved monies to cover monthly operating costs and not projects.

With a 2.99% precept increase an estimated £4,400 would be required from reserved monies. It’s also recommended to look at other costs and see where savings can be made:

- Review cemetery fees
- Available grants
- Review of none required services
- Staffing costs
- Hold on non-vital projects

These figures do not consider possible income to the council from the cemetery and other revenues, this can vary but an approximation would be £4k for the year,

Attending councillors are split between 0% increase and 2.99% increase. Decision will be deliberated and agreed at the parish council meeting, 17th January 2023 by the full council.

All attending councillors did agree that any increase must not surpass 2.99%

20:00 Cllr Pearce left the meeting

6. 2022/2023 Budget Planning:

Clerk to provide the below comparison of 0% and 2.99% budget for councillors to review ready for next week's full council meeting.

	Last Year/Current Agreed 2022/23 Budget	Year End Estimated Spend	2023-2024 Precept Budget	
			0% Increase (£68,317)	2.99% Increase (£70,009.81)
Rates for Cemetery	£ 600.00	£ -	£ -	£ -
Cemetery Skip	£ 700.00	£ 600.00	£ 600.00	£ 600.00
War Memorials	£ -	£ -	£ -	£ -
Equipment Hire / Sub Contract Works	£ 150.00	£ 30.00	£ -	£ 50.00
Lengthsman / Grasscutting	£ 13,200.00	£ 12,320.00	£ 12,500.00	£ 12,500.00
Litterpicker	£ 3,990.00	£ 4,000.00	£ 4,385.00	£ 4,385.00
Clerks Salary	£ 10,500.00	£ 16,092.00	£ 16,100.00	£ 16,100.00
Clerk/Admin Expenses	£ 5,500.00	£ 7,500.00	£ 6,000.00	£ 6,000.00
Donations / Gifts	£ 400.00	£ 360.00	£ 160.00	£ 360.00
Meetings at Village Hall	£ 250.00	£ 300.00	£ 300.00	£ 300.00
Projects	£ 6,000.00	£ 52,713.00	£ 4,287.00	£ 5,029.00
Contribution to Village Halls	£ 300.00	£ 360.00	£ -	£ -
Youth Project	£ 2,500.00	£ 416.00	£ 800.00	£ 800.00
Hollington	£ 200.00	£ 125.00	£ 205.00	£ 205.00
Jubilee Park (Rec)	£ 335.00	£ 281.00	£ -	£ 50.00
Tean High Street	£ 4,500.00	£ 3,245.00	£ 3,500.00	£ 3,500.00
Jubilee Park (WMG)	£ 50.00	£ 100.00	£ -	£ 50.00
Checkley	£ 200.00	£ 525.00	£ 80.00	£ 80.00
Cemeteries (inc Hedges)	£ 200.00	£ 30.00	£ 30.00	£ 30.00
Public Steet Lighting & High St Power	£ 1,000.00	£ 2,000.00	£ 1,900.00	£ 1,900.00
The Wentlows	£ 50.00	£ 87.00	£ 90.00	£ 90.00
Play Equipment / Inspection	£ 270.00	£ 2,096.00	£ 300.00	£ 900.00
Elections	£ -	£ -	£ -	£ -
GWH	£ 800.00	£ 1,200.00	£ 80.00	£ 80.00
GWH Purchase	£ 17,000.00	£ 17,000.00	£ 17,000.00	£ 17,000.00
Sub Total (Exc VAT)	£ 68,695.00	£ 121,380.00	£ 68,317.00	£ 70,009.00

Figures in red are 'non-negotiable' and cannot be reduced.

- Donations/Gifts £160 is the donation the council provides to RBL for poppy wreaths.
This does not include the additional £200 donated annually to Churches Together
- Youth Projects £800 covers the annual cost of the Youth Leader
- Hollington £205 included the annual Christmas tree and defibrillator check.
- Checkley £80 includes the annual defibrillator check.
- Lighting & Power £1,900 covers the annual power supply to Jubilee Park and High Street. It also covers the maintenance and power for scattered lighting in Tean. This is non-negotiable until we have investigated this further.
- The Wentlows £90 is for the annual hedge cutting.
- Play Equipment £300 annual ROSPA inspections
- GWH £80 includes the annual defibrillator check.

7. Earmarked Reserves:

CPC Current Account - 75446650	£ 41,969.92
Business Reserve Account 19574541	£ 16,844.52
Business Reserve Account 19688687	£ 19,319.12
Total in all bank acc's as of 23rd December 2022	£ 78,133.56
Estimated operating amount required until first precept amount received (end April)	£ 20,000.00
Recommended 4 Months Free Funds	£ 30,000.00
Emergency Contingency	£ 6,000.00
Total amount available in reserves	£ 22,133.56

Councillors proposed to take to the meeting next week recommendations to ring-fenced reserves as outlined below. Also, to not commit to any further project spend that has not already been agreed. To review funding and source funds from elsewhere where possible.

Project	Earmarked	Spent	Balance
Heritage Trail Project (Cllr Buckley)	£ 1,700.00	£ 440.00	£ 1,260.00
Cemetery Fund (extension, pathways etc)	£ 7,500.00		£ 7,500.00
Projects and events	£ 7,500.00		£ 7,500.00
Completion and Referendum of NDP (Cllr Flunder)	£ 3,255.00		£ 3,255.00
Residue Project Costs	£ 2,000.00		£ 2,000.00
Total Amount Earmarked	£ 21,955.00	£ 440.00	£ 21,515.00

8. Cemetery Fees

Proposal made to take to the next monthly meeting an increase of around 5%.

Meeting Closed 20.16

I hereby state this is a correct account of the monthly meeting held by Checkley Parish Council.
Signed: (Chair)
Date: