



Heybridge Parish Council

Minutes of the **BUDGET COMMITTEE OF THE PARISH COUNCIL** held on **TUESDAY 1st DECEMBER 2015** in The Claydon Room, Plantation Hall, Colchester Road, Heybridge.

PRESENT

Committee Chairman: Prof. Lew Schnurr

Councillors: Michael Edwards Richard Perry

Officers: Laurie Wiebe – Clerk & Responsible Financial Officer to the Parish Council

John Williams – Internal Auditor

Members of Public: Cllr. Mike Hall

In the Chair: Cllr. Prof. Lew Schnurr

The meeting started at 11:15am.

15/302 Apologies for absence

None.

15/303 Chairman's Announcements

The Chairman proposed invoking standing order 48 and invited Cllr Hall to join in the meeting.

15/304 Minutes

The minutes of the meeting of the Budget Committee of the Parish Council held on 8th September 2015 were received.

RESOLVED that the Minutes of the meeting of the Budget Committee held on 8th September 2015 be approved and confirmed.

15/305 Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests

None.

15/306 Public Participation session

No comments.

15/307 Budget Review 2015/16

Members reviewed the current budget as of 19th November 2015 and re-forecasted 2015-2016 budget.

It was noted that:-

Code 6001 – budget increased to £32,000;
Code 9001 – budget decreased to £750;
Code 3302 – budget code for Plantation Hall Extension;
Code 3301 – budget increased to £7000;
Code 3501 – budget decreased to £0;
Code 3601 – budget increased to £3300;
Code 4501 – budget increased to £3405;
Code 4601 – budget increased to £4500;
Code 4701 – budget decreased to £500;
Code 4702 – budget decreased to £600;
Code 1210 – budget increased to £5700;
Code 3702 – budget decreased to £5000;
Code 1375 – budget increased to £6900.

A separate item under accumulated funds should be added to show the sinking fund.

Total income forecast = £192,820
Total expenditure forecast = £190,835
Surplus for the year = £1935
Accumulated funds C/F = £127,940
Sinking Fund = £6000.

There was a general discussion regarding Local Council Tax Scheme (LCTS) grant as it was unknown whether the grant will be made available next year. It was noted that it may be necessary for the Committee to meet before setting the precept should there be any changes to the District Council implementation of the Local Council Tax.

It was noted that should there be any increase in precept for 2016-2017, then a press release, including article in the next Herald, should be made to inform the public.

There was a discussion regarding salaries and pensions and whether they may be separated to show the salaries specifically for Plantation Hall. It was noted that it would not be possible as all staff job descriptions include work that was in addition to the requirement of Plantation Hall. It was noted that the cost of running Plantation Hall was in part subsidised from Parish Council funds for the benefit of the community.

15/308 **2016-2017 Budget**

Members considered drafting a Budget for 2016-2017 to be recommended to full Council on the 17th December 2015 which can be found appended.

Budget expense = £225,950
Budget income = £34,000
Budget Precept = £168,000

Deficit = £23,950

The Accumulated Funds include:-
Sinking Fund = £6,000 (Plantation Hall)
Sinking Fund = £6,000 (other property)
Extension Fund = £15,000

It was **RECOMMENDED** to full Council that the proposed budget be agreed.

15/309 **Precept 2016-2017**

Members considered recommending a precept for 2016-2017.

There was a general discussion regarding the uncertainty of the LCTS grant and capping of precepts in the future.

It was **RECOMMENDED** to full Council that the proposed precept of £168,000 be agreed.

It was agreed that Mr. Williams would attend the Council meeting on the 17th December 2015 to explain the budget and precept.

15/310 **Future Meeting Dates**

The next meeting of the Parish Council will be held on 17th December 2015 at 7:00pm.

The Chairman closed the meeting at 2.30pm.

Chairman