

Draft until signed

Minutes of a Budget Discussion Meeting
Tuesday 27 November 2018 at 7.30pm, Adstone, Bildeston Road, Combs

Present: S Scarff (Chairman), V Whitehead (Cllr),

Attending: T Bamber (Clerk)

1. Introduction

The Chairman noted that this was to be an informal meeting to discuss the budget for the forthcoming year and to propose a precept demand that would then be circulated to all councillors for consideration at the next council meeting. Given the number present the meeting was not quorate and could not be considered formal: minutes were to be taken in the interests of transparency.

2. Finance

- a. **Budget Review** – those present reviewed the previous year budget and the budget to actual variance reports. Following a full discussion a new draft budget for 2019/2020 was drawn up for circulation to the council.
- b. **Cemetery:** Given the amount of space in the cemetery it was considered inappropriate to start budgeting for future land costs at this time. It was noted that there should soon be a survey of trees in the cemetery and an estimate of costs will be sought by both councillors.
- c. **Community Projects:** As well as the ongoing cost of maintaining the defibrillators in the village (£200 every two years), there is a will to acquire Speed Indicator Devices. The estimated cost is £3,000 and it is possible that support from county and district councillors may be available. However as there is no current certainty of this, it was agreed that if necessary such costs as exceed the total budget this year could be drawn from general reserves.
- d. **Street Light Maintenance:** it is intended to replace the remaining four lamps in the next year. To the extent that this cost may exceed the budget, this may be funded from the general reserve.
- e. **VAT:** Given the current workload of the clerk it has not yet been possible to draw up and claim the pending VAT refund but it was agreed that this not urgent and there was no reason to believe it could not be collected.
- f. **Precept:** because of the redrawing of the parish boundary, houses in Anvil Close, Coppersmith and Horseshoe are now part of Stowmarket and the tax base for the village has reduced from 316.7 to 301.88. The consequence of this is that maintaining the precept at the same as last year would constitute an increase to council tax band D households from £22.89 to £24.02 (4.99%), while to keep the tax unchanged, the precept would need to be reduced from £7250 to £6910. Given the aim of the council to add value to the village, and the comparatively low council tax precept, it was proposed that the clerk establish the maximum permitted increase and that this be put forward for discussion. For comparison, the average parish precept for a band D house across the country this year was £64.05 (Battisford £43.85).

Action. Clerk to circulate proposed budget and precept demand for discussion and approval at the next meeting.

3. Any other business

There was no other business to discuss

4. Date and time of next meeting

This was an informal meeting of just two councillors and no further such meeting was proposed at the time.

Meeting closed at 9.45pm

Budget for 2019/20 - Final (adopted 10 December 2018)

PAYMENTS

2018

2019

Audit Fees	£ 275.00	£ 200.00
Barclif/media	£ 250.00	£ 150.00
Broadband for Village Hall	£ -	£ 150.00
Burial Grounds Maintenance - Combs Cemetery	£ 1,000.00	£ 1,500.00
Burial Grounds Maintenance - St Mary's Churchyard	£ 1,200.00	£ 1,200.00
Bus Shelter	£ 300.00	£ 200.00
Clerk's Expenses - Petrol/Stationery	£ 100.00	£ 100.00
Clerk's Overtime	£ -	£ -
Clerk's Salary & Expenses	£ 3,000.00	£ 3,000.00
Community Projects	£ -	£ 3,100.00
Councillors' Expenses	£ 50.00	£ 50.00
Dog Bins Maintenance	£ 550.00	£ 550.00
Donations - Section 137	£ 2,000.00	£ 1,000.00
Election Expenses	£ -	£ 1,000.00
Hire of Hall	£ 220.00	£ 240.00
Insurance	£ 350.00	£ 350.00
Miscellaneous	£ 500.00	£ 500.00
Street Lights-Energy	£ 1,200.00	£ 1,200.00
Street Lights-Maintenance	£ 1,550.00	£ 1,500.00
Subscriptions & Fees	£ 360.00	£ 360.00
Training	£ 500.00	£ 500.00
	£ -	

Monthly Totals	£ 13,405.00	£ 16,850.00
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Receipts	Budget	
Reclaimed VAT	£ 500.00	£ 500.00
Deposit Account Interest	£ -	£ -
2.5% Consolidated Stock	£ -	£ -
Burial Ground Income	£ 4,200.00	£ 4,000.00
Miscellaneous	£ -	£ -
Donations	£ 1,800.00	£ -
Precept	£ 7,250.00	£ 8,000.00
Monthly Totals:	£ 13,750.00	£ 12,500.00