



# WALSHAM-LE-WILLOWS PARISH COUNCIL MEETING

MINUTES of BUDGET SETTING meeting Tuesday 26<sup>th</sup> November 2019

PRESENT Cllrs. Bartholomew, Ellis, Kinnair, Mecrow

[Pending formal approval at the next meeting, these minutes have been informally approved by Parish Councillors as a true record. If any corrections are required these will be minuted at the next meeting prior to formal approval]

## 1 REGULAR BUSINESS

- 1.1 Apologies from Cllrs. Belson and Roberts and these were unanimously accepted. In the absence of the Chair and Vice Chair it was proposed that Cllr Kinnair Chair the meeting. This was unanimously agreed.
- 1.2 To receive pecuniary and non-pecuniary interests of members – None Declared
- 1.3 Public Open Forum – no members of the public present

## 2 CORRESPONDENCE PERTAINING TO THE SETTING OF THE BUDGET

The Clerk presented two items, one updating the Parish Council on The Community Bus and the other from MSDC re likely increases of 3% for District Council services for 2020/21.

## 3 TO SET THE ANNUAL BUDGET FOR THE YEAR 2020/21

- It was agreed to remove categories for VAT expenditure and rebate for 20/21
- Clerk to check with Payroll about the treatment of PAYE in the Council's accounts as it was thought that this should not appear as a payment by the Council.
- Clerk to check with Cllr Belson re non churchyard Tree Surgery (non-churchyard) and if this can be removed
- It was agreed to remove the 'transfer to reserves' from the calculations and put this as just a note below the current account and reserve fund totals.
- It was agreed to increase the allocated reserve for Play Area by £1000 to £6000 making a total allocated reserve of £18,250. The Parish Council are free to reallocate non-ringfenced reserves as required.
- It was agreed to include a commentary with the annual budget setting and this should focus on the three main priorities of Play Area, Streetlighting and Neighbourhood Plan.

**3.1** The budget was set at £21,460, so taking into account other grants and income and based on just tax base changes that yields a slightly higher precept income than last year of £21,224 with no increase the council tax. Proposed by Cllr Ellis and seconded by Cllr Mecrow and agreed unanimously. As the setting of the precept was not included on the agenda this will be done at the regular December meeting.

## 4 CLERK'S REQUEST FOR PAYMENTS (to be posted as payments for December)

None presented.

**5 ANY OTHER BUSINESS/QUESTIONS TO THE CHAIRMAN**

Clerk raised issue of application from District Councillor Meyer's Locality Budget which has to be submitted by 31<sup>st</sup> December. **ACTION Clerk** to ascertain costs of new bus shelter, picnic table and bench.

**6 THE DATE OF THE NEXT REGULAR PARISH COUNCIL MEETING WILL BE TUESDAY 10<sup>TH</sup> DECEMBER 2018 COMMENCING AT 7.00 P.M. IN THE PRIORY ROOM.**

Kevin Boardley

Proper Officer, Clerk to Walsham-le-Willows Parish Council