



WARNDON PARISH COUNCIL – FINANCE COMMITTEE MEETING

Minutes of the Finance Committee meeting of Warndon Parish Council, held virtually at 6.00 p.m.
on Thursday 25 January 2024

Present: Cllrs S Forrest, L Hodgson and D Merriman

In attendance: the Clerk

1. Apologies

There were none.

2. Declarations of Interest and consideration for requests for Councillor Dispensations in line with S33 of the Localism Act 2011

There were none.

3. To report the Minutes of the previous meeting on 31 October 2023

The previously approved Minutes were noted.

4. To review Budget 2023-24

The Committee reviewed the current year budget report YTD 31 December 2023

Following a meeting with the internal auditor and recommendations, the Clerk advised limited necessary virements from unspent budget allocations to accommodate revised additional budget items. The Committee agreed the following virements

£5,000 from 4230 Dog Bins to 4410 Other Grants - to fund new grants budget

£3,000 from 4310 Parish Projects/Competitions to 4360 Benches - to fund expenditure on new benches

£2,000 from 4375 Display Boards + £1,000 from 4390 Sense of Place Project + £2,000 from 4380 Table Tennis Tables to 4420 Professional Fees - to fund legal expenditure on S52 and Apex Ponds

Expenditure

4400 Lyppard Hub Grant - the Clerk reminded the Committee that the contract for the Lyppard Hub grant is in the final year of its original contracted period and needs to be renewed/renegotiated.

Income

1095 Neighbourhood Plan Grant - there has been no income to date. The Clerk to follow up.

EMRs

It was agreed that the current EMRs would remain to be deployed against potential expenditure on outlined purposes. These will carry over to the 2024-25 budget.

5. To consider Budget 2024-25 and recommend to Full Council meeting on 5 February 2024.

The Committee reviewed budget requirements for the forthcoming financial year. The following significant budgets were recommended:

Expenditure

4140 Election Expenses - a potential estimated budget of £14,000 (if a contested 2024 election)

4420 Professional Fees - £5,000 to cover potential additional legal fees in the S52 and Apex Ponds projects

4425 Data Protection - £3,000 for Data Protection/FoI Policy review and update

4360 Benches - £3,000 to cover further bench commissions following benches policy review

4250 Miscellaneous Initiatives - Environment - £2,500 for shrub and beds refurbishment

Income

1000 Allotments - there will be no increase to plot rents in 2024-25, but the committee proposed an increase of £5 per half-plot and £10 per full plot in 2025-26. Allotment tenants will be notified on issue of renewal invoices in April 2024.

1076 Precept - consideration to be given to increasing precept by 5% (= £115,760) to accommodate potential increased expenditure on warden costs and legal costs on anticipated projects (Apex Ponds, S52)

EMRs

4240 Environmental Warden - potential underspend of £5K in 2023-24 will be allocated to an EMR Environment Projects in 2024-25

4220 Estate Management 2 - potential non-spend of £9,364 in 2023-24 will be allocated to an EMR Ash Die-back in 2024-25

Withdrawn Budgets

The following budgets will be withdrawn in 2024-25 since no future expenditure is anticipated:

- 4230 Dog Bins
- 4260 Environment Committee
- 4270 Recycle Initiative
- 4390 Sense of Place Project

6. Date of the Next Meeting: April 2024

The meeting closed at 7.30pm

Signed: Date:.....
(Chair)