



## 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)