

Swilland and Witnesham grouped Parish Council

Clerk: Alison Burrows

Email: swill-witpc@outlook.com Tel: 07719 176917

Website: www.swillandandwitnesham.onesuffolk.net

Finance Committee Meeting Monday 11th November 2024, 7.30pm at Witnesham Baptist Church

Present – Cllr Richard Nicol, Cllr Susan Ross, Cllr Paul Sharples, Cllr Jerry Hindle
(PC Chair)
Officer – Alison Burrows

Minutes

1. **Chair's Welcome and Apologies** – No apologies.
2. **Declarations of Interest** – none.
3. **To confirm the minutes of Finance Committee meeting dated 6th August 2024 as a true record** – signed.
4. **To Review Parish Council spending for the year so far** – Clerks report circulated before the meeting, no comments from Cllrs.

Dated 10th November 2024

- **NOTE: NEW BUDGET TO BE REVIEWED AT AGENDA ITEM 9**

The (01/04/24 to 31/03/25) **current income budget £33,168.44**, funding from direct income, and draw on reserves, Insurance claim reserve, CIL reserves plus grants.

Income received so far is £21,019.77. This is both half year-precept 2 x £8,175.89 and SAVID grant £3668.00, plus ESC grant of £1000.00 for phone box renovation.

Non-budgeted income includes CIL payment of £21,645.02 and a VAT reclaim from HMRC of £3,259.68 **giving a total of overall income so far of £37,748.59.**

A second CIL payment has been received **£43,290.03** in October, this has not been updated on the spreadsheet as the bank statement has not been received and reconciled.

A test online payment £1 to the PC's Suffolk Building Society account was successful – Total CIL of £64,935.05 less £1 test payment will be transferred to the Suffolk Building Society account.

The (01/04/24 to 31/03/25) **current expenditure budget of £33,159.67.**

Expenditure so far is £16,095.26 which is mostly made up the following approximate items: phone box replacement £4.6k, SID

purchase £3.7k, Admin £3.2k The remainder is sundries and phone box replacement.

RESERVES

**Unspent CIL remaining £1,546.94p from previous years,
+ £21,645.02 April 2024 + £43,290.03 gives total CIL
restricted reserve held of £66,481.99**

Current bank and building society holdings 16th Sep 2024 :

UTB £45,699.98 (not including CIL £43,290.03)

SBS £8,924.40

Total £54,624.38

- 5. To consider any required adjustments to current Parish Council Budget for 2024 – 2025 and reserves** – Budget spreadsheet circulated to before the meeting.

Adjustments made:

Income-

Increased reserves £2,000

Added Income from UKPN £3,260

Expenditure increase -

Legal costs Land Reg Recreation Ground and Playing field
£3,260

Cllr Susan Ross to circulate CIL information, in particular what CIL can be spent on.

- 6. To consider pay increase for Clerks, in particular back pay for previous Clerk Steve Barron as per SALC update on minimum wage.**

Modified current budget to take account of the Clerks pay award – adjust to budget £7,000.

Any overspend will be covered by under spends elsewhere.

Clerks pay Award to be implemented for current clerk and previous one.

- 7. To review the rents levied at the Playing Field and Allotments**

– all Cllrs agreed to raise the fees for the allotments for 2025:

Hall Lane £11

Coopers Close £18 and £21 for the larger plot. ***Clerk to send letters to allotment holders.***

All Cllrs agreed that the rent for the Playingfield to Witnesham Wasps to stay the same at £950. ***Clerk to send letter to Wasps.***

- 8. To consider a donation to the Baptist Church for Hall Hire** – All Cllrs agreed a donation to Witnesham Baptist Church of £120. ***Clerk to arrange donation.***

- 9. To consider the Parish Council Draft Budget for 2025 – 2026.**

Draft Budget for 2025/2026 circulated before the meeting, to be revisited at next Finance Meeting in January 2025.

10. To consider any potential major projects referencing the current Council Project Planning Document.

Nothing to discuss at present.

11. To set the Precept recommendation for 2025 – 2026.

Discussed Precept increase.

Base figure of £16,577.88 with 5% increase = £17,406.77.

Revisit at January 2025 Finance Meeting and adoption at PC Meeting January 2025, Clerk to submit Precept Figure by 27th January 2025.

Meeting closed at 8.25pm

Next Finance Meeting 6th January 2025

Next PC Meeting 15th January 2025