

Notice of Advisory On-Line Meeting on 12th January 2022
Elmstead Parish Council – Finance Committee
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Councillors John Gray (Chairman), Amanda Brennan and Martine Ward
Mrs Baxter (clerk)
Meeting commenced at 11.015am

- Adv 22/001 To agree a Chairman during the period that the Infectious Disease Policy is enacted.**
It was agreed for Cllr Gray to act as chairman for this period of time.
- Adv 22/002 Apologies of Absence**
None.
- Adv 22/003 Declaration of Pecuniary Interests and Non Pecuniary Interests**
None
- Adv 22/004 To agree the Minutes of the meeting of 15th January 2021.**
The minutes were agreed.
- Adv 22/005 2021/22 Third Quarter Review**
To review the expenditure for the third quarter of 2021/22 against the set budget. Also, to consider the reserves.
Questions on the third quarter summary were answered. The total third quarter expenditure is 77% of the budget, not including Neighbourhood Plan costs which are covered by grants, or the mower purchase paid for out of a ring fenced reserve and general reserve.
The allocated reserves have decreased due to the purchase of the mower, the neighbourhood plan grant being spent and the handyman attending training paid out of a reserve for this.
- Adv 22/006 2022/23 Budget and Precept**
To discuss and advise a budget for 2022/23 to recommend to the full council. To discuss the 2022/23 precept request to recommend to the full council.
It was agreed to add £500 to the budget for the Queen's Jubilee celebration in June. The budget was agreed subject to the wages to be discussed and approved and it was agreed to restrict the council tax increase to 3% and to fund the difference in the budget from reserves. The tax base will increase in future years due to the houses being built in the Parish and so it will be possible to increase the precept to match the budget without having to increase the council tax by the same percentage. The Precept for a 3% increase is £40,850.
- Adv 22/007 Date for next meeting**
The next meeting will be to review the end of year expenditure.
The 20th April at 11.15am was penciled in.
- Adv 22/008 Exclusion of press and public**
There were no public in attendance.
- Adv 22/009 Staff salaries**
To consider the recommendation of the Personnel Committee following on from the staff appraisals with respect to the clerk's and handyman's salaries for the year 2022/23. To agree to advise a recommendation to full council.
The personnel committee's recommendation was agreed, for recommending to the council.

Signature

Date

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Adv 22/010 **Matters raised by Councillors for the next agenda or for information only.**
None.

Adv 22/011 **Verification of Bank Reconciliations**
A member, other than the Chairman, to verify the 3rd Quarter bank reconciliations.
Cllr Ward will do this.

The meeting closed at 12.08pm. Minuted by Mrs. A Baxter
Contact: elmsteadparish@gmail.com
01206 827139

Signature

Date