

Minutes of the Fressingfield Parish Council Finance Committee meeting held in Sancroft Hall, Fressingfield on Thursday 15 December 2022 at 7.30pm

Present: Councillors Garry Deeks, Tom Lindsay and Nick Stolls

Also in attendance: One member of the public; Andy Parris, clerk to the council and responsible finance officer (RFO).

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- 1 Welcome: Cllr NS chaired the meeting and welcomed everyone. He summarised the course of the meeting. The committee agreed it was not necessary to replace Philip Eastgate, who has resigned from the council. [The quorum for the committee remains at three.]
- 2 Apologies for absence: There were none.
- 3 Members' declarations of interest: NS alerted the committee to the fact that he is a member of a group that will re-develop the Old Stables into a village hub. GD reminded the committee that he is trustee of Fressingfield Playing Field Management Committee. It was agreed that these links would not present any conflict during this meeting.
- 4 Notification by councillors of any lobbying related to an agenda item: All councillors had received an email expressing views on the precept for 2023-24.
- 5 Minutes of the last finance committee meeting: It was agreed that the minutes of the meeting on Wednesday 26 October are correct.
- 6 The Public Forum: There was a discussion on how information about the precept discussions for 2023-24 and the parish improvement plan (now called the Parish Infrastructure Improvement Plan) are communicated to parishioners. It was agreed that the details of the precept options would be publicised before the full council meeting on 20/12/22.
- 7 To review the third quarter income and receipt accounts: The committee looked at how individual lines of income and expenditure compared to the original budget plan. With the exception of expenditure needed to replace the flagpole, the committee agreed that the spending and income is as would be expected. [NB The expenditure on the new flagpole will be balanced by income from the insurance claim.]
- 8 To draw-up a budget revision for 2022-23: The committee decided to recommend that donations given to the list of recurring recipients be increased by inflation factors, calculated from when donations were first given. NS explained how the parish will benefit from the neighbourhood community infrastructure levy (NCIL). This is applied to most new housing developments in the parish. The committee agreed that this will be accounted for separately and then fed into the budget plan. These will be used to cover the costs of some assets' development and maintenance and the parish website. The committee agreed to present the revision to the full council on 20/12/22. This includes appropriate inflation factors applied to individual lines.

- 9 To draw-up a draft budget plan for 2023-24: Besides inflation factors, individual lines have increases or decreases dependent on the council's known plans. E.g. £1500 is added to Office Miscellaneous to cover any election costs in May. The integration of NCIL has become an established practice in budget planning. [It is anticipated that the council will receive £15,822 in NCIL between April and October 2023.] The committee decided to recommend that the council adopts this budget.
- 10 To consider various precept options for 2023-24 to recommend to the full council: Councillors discussed whether the council should be setting a precept that restricted future plans or one that started to fund more projects from the parish infrastructure investment plan. The committee agreed that these possibilities should be explained to the full council. The committee will present options to the council that will show the effect on band D homes of reducing, maintaining and increasing the current precept. Inflation can also be added to these figures.
- 11 To consider a grant application from Fressingfield Players. Councillors discussed the cultural benefits to the parish of having an active players group. They felt that last year's grant was exceptional as individuals and organisations were moving out from Covid restrictions. Therefore it decided to recommend that the council makes a grant of £450 which would cover the cost of the insurance.
- 12 Confidential item: Under the Public Bodies (Admission to Meetings) Act 1960
1. It was agreed to close the meeting to the public and press for the second item.
  2. Staff salaries

The meeting closed at 9.40pm.

Signed:

Chair

Date



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