



Minutes of the Fressingfield Parish Council Finance Committee meeting held in Sancroft Hall, Fressingfield on Tuesday 12th December 2023 at 2pm

Present: Councillors Hilary Day, Garry Deeks, Tom Lindsay and Nick Stolls.

Also in attendance: Andy Parris, clerk to the council and responsible finance officer (RFO).

- 1 The Chair welcomed everyone to the meeting.
 - 2 Apologies for absence: There were none
 - 3 Members' declarations of interest. There were none
 - 4 Notification by councillors of any lobbying related to an agenda item. There had been none.
 - 5 Public forum – councillors to receive questions or comments on agenda items. There were none.
 - 6 The committee discussed a grant application from Fressingfield Players. As requested, it decide to award a grant of £600 towards the cost of costumes for the Players' 'Greatest Hits Christmas Show'.
 - 7 The committee agreed to close the meeting to the public and press, on the grounds that if the public were present during the next item, it is likely that there would be the disclosure to them of exempt information under the General Data Protection Regulation.

The committee discussed matters relating to a staff contract. This discussion is minuted separately.
 - 8 The committee reviewed payments and receipts up to the end of the third quarter. The committee was satisfied that, with minor revisions, the budget is meeting the council's needs.
 - 9 The committee agreed to revisions to the budget that will be presented to the full council on 19/12/2023.
 - 10 The committee discussed what should go in to the 2024-25 budget. The Chair of the committee explained how anticipated costs from projects in the Parish Infrastructure Investment Plan had been linked to the draft budgets for 2024 to 2026. The committee discussed the money the parish is receiving from housing developments in the parish. This is called the community infrastructure levy (CIL). The total is in the 10s of thousands of pounds. The committee will advise the council that there is a need to have a major consultation with parishioners about ways to use this money. The committee was informed of the different limits there are on giving money on grants and donations. It will recommend that the list of organisations receiving grants is discussed at the full council meeting. The committee will recommend the draft budget to the full council.
 - 11 If it adopts the draft budget, the committee will recommend that the council sets a precept of £36,845 for 2024-25. This would be an increase of £3.97 per year for a band D property. This would be a 5% increase.
 - 12 The committee agreed to close the meeting to the public to discuss a confidential staff item.
- There being no further business, the meeting closed at 3.55pm.

Signed:

Chair

Date 19/12/2023