

CANEWDON PARISH COUNCIL

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www.canewdonparishcouncil.gov.uk

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Minutes of the budget meeting held on Wednesday 17th November 2021 at the Village Hall, Lambourne Hall Road, Canewdon at 7.00pm.

Present:	<u>Chairman:</u> Cllr. J. Craven	<u>Vice Chairman:</u> Cllr. L. Van Houten	
	<u>Councillors:</u> Cllr. J. Byford Cllr. S. Kirton	Cllr. M. Halford Cllr. V. Stanton	Cllr. A. Holmes Cllr. L. Van Houten
	<u>Officers:</u>	Kelly Holland, Parish Clerk	
	<u>Members of the public:</u>	None	

FC21/129 Apologies for Absence

No apologies had been received from Cllr. J. Barber.

FC21/130 Declaration of interests and dispensations

Cllr. J. Byford declared a pecuniary interest in item 5(e) as his wife was an allotment tenant. He took part in the decision of the item.

Cllr. M. Halford declared a pecuniary interest in item 5(d) as he was a member of the Parochial Church Council. He took no part in the decision of the items relating to the Church Council.

FC21/131 Public Participation session

None present.

FC21/132 Finance 2021/22

Members considered whether any virements were required within the 2021/22 budget. Consideration was given to the request from the Canewdon Community Association to purchase a 7ft Christmas tree to be sited on the grass verge in front of the Village Hall and a 6ft tree for inside the building. Members also considered authorising the Clerk to attend the Society of Local Council Clerks virtual practitioner's conference in February 2022 at a cost of £75.00 plus VAT. Consideration was also given to making a donation to the Congregational Church for the use of the hall for Council meetings, commencing January 2022.

RESOLVED that

- (a) a virement of £1400.00 be made from Festive Lighting (4080) to website/email (4027);
- (b) a virement of £1256.00 be made from Festive Lighting (4080) to IT (4028);

- (c) the Council purchase a rooted 7ft Christmas tree for the verge at the front of the Village Hall up to a value of £100.00, this expenditure would be allocated to the Festive Lighting budget (4080). The CCA would be responsible for the tree.
- (d) the Clerk be authorised to attend the SLCC's virtual practitioner's conference in February 2022 at a cost of £75.00 plus VAT.
- (e) a donation of £100.00 be made to the Congregational Church for the use of the hall for Council meetings.

FC21/133 Finance 2022/23

Consideration was given to training needs for members and staff in 2022/23. The Council had been paying for a Zoom subscription following the COVID-19 pandemic however video conferencing facilities were available as part of the Council's Microsoft 365 subscription.

Members reviewed and amended the budget report for 2022/23 presented by the Clerk/RFO. It was noted that the general reserves were used in 2021/22 to balance the budget to ensure that there was a 0% increase to the precept following the COVID-19 pandemic.

Consideration was given to raising the allotment rent and water charges with effect from 1st January 2023.

Members considered the general and earmarked reserves including moving any unspent budget for projects in 2021/22 into earmarked reserves for use in the new financial year

RESOLVED that

- (a) members would advise the Clerk if there are any training sessions they were interested in; the 2022/23 budget included funds for member training.
- (b) there were no training sessions currently identified by the Clerk that she was interested in however budget provision had been made in 2022/23.
- (c) the Zoom subscription be cancelled as the Council had alternative video conferencing available through Microsoft Teams.
- (d) a budget of £50,536 is required for 2022/23, this was an increase of £4,391 compared to 2021/22. Confirmation of the tax base from Rochford District Council was expected late December 2021; the precept figure could not be confirmed until this had been received. The precept figure for 2022/23 would be confirmed at the Parish Council meeting on 5th January 2022;
- (e) the allotment rents be increased to £25.00 and the water charges be increased to £15.00 for a full plot with effect from 1st January 2023.
- (f) EMR328 (Allotment Hedge cutting) be renamed Allotment Maintenance
- (g) the funds allocated to EMR329 (Village Pond) be moved to EMR328 (Allotment Maintenance). EMR329 would no longer be used.

- (h) further to minute FC21/133(f) and (g), the earmarked reserves be amended to the following with effect from 1st April 2022:

Village enhancement	£1,000.00
IT Equipment	£500.00
Befrienders	£500.00
Street Lighting Supply	£6,000.00
Street Lighting Replacement	£3,000.00
Reflection Area	£1,500.00
Elections	£2,500.00
Allotments	£800.00
Allotment Maintenance	£2,400.00
Village Repairs/Maintenance	£1,000.00
Footpaths	£1,000.00
Asset maintenance	£5,000.00
Parish Poll	£1,000.00
Green Gym	£3,000.00

FC21/134 Future Parish Council meetings

The next Parish Council Meeting will be held on Wednesday 1st December 2021 at 7.15pm in the Village Hall, Lambourne Hall Road, Canewdon.

The meeting was closed at 8.14pm

Chairman's Signature

Dated