



Finance and Personnel Committee

The meeting was held on Monday 21st October 2024, at 10:30 am at Bilbrook Village Hall

Minutes

Councillors Present: M Adams, S Adams, G Burnett, P Hutchinson,

Also present: Mrs K Daker (Parish Clerk)

Standing Orders were imposed.

- 01/24FP** Election of Chairman – **Resolved:** To elect Cllr S Adams.
- 02/24FP** Election of Vice-chair – **Resolved:** To elect Cllr G Burnett.
- 03/24FP** Apologies – Cllr S Leedham.
- 04/24FP** Declarations of Interest and dispensation requests. - None
- 05/24FP** **Minutes of the previous meeting** - The minutes of the Finance and Personnel Committee meeting on Monday, 18th March 2024, having previously been distributed, were **signed as a true and correct record.**
- 06/24FP** Expenditure to approve.
- a) Replacement CCTV – Approved £667.46. All but £250 to be claimed back from Insurance.
 - b) Allotments grant match funding – Approved £7,447 of £24,822
 - c) Bollards match funding – Approved. £9,340 of £15,013 grant.
- 07/24FP** Budget 2025-26 – Excluding Staff Costs **Resolved:** to take the draft budget to the Full Council for consideration. (See Appendix 1)
- 08/24FP** Items for the future - None
- 09/24FP** Next Meeting – Monday 20th January 2025 at 10.30 am or earlier if required.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

In pursuance of the powers contained in section 1 of the above Act, I move that the press and public be now excluded from the meeting on the grounds that the business about to be transacted is of a confidential nature and that publicity will be prejudicial to the public interest.

CONFIDENTIAL AGENDA ITEM

- 10/24FP** Budget 2025-26 – **Resolved:** to take the draft budget staff costs to the Full Council for consideration.
- 11/24FP** Staffing Update **was received and noted.**
- 12/24FP** Bank Mandate. **To be changed when new person joins the committee.**

Signed: Dated:

Appendix 1: Budget Summary

Budget 2025-26		Budget	Actual to date	Forecast	Budget
Budget Heading		2024-25	2024-25	2024-25	2025-26
10	Precept	105,000	105,000	105,000	110,250
20	VAT Repayment	-	6,920	6,920	-
30	Solar Farm	2,990	-	2,990	2,990
40	Land Rent	2,430	-	2,430	-
50	Allotment Rent	880	110	880	880
60	Grants / Donations	-	960	960	-
70	Bank Interest	-	247	247	-
90	Other Income	5,901	2,102	5,901	5,000
Non-Precept Income		12,201	10,339	20,328	8,870
Total Receipts		117,201	115,339	125,328	119,120
		-	-	-	-
100	Staff Costs	59,461	23,597	55,130	67,199
110	Administration Costs	5,070	1,988	5,102	4,668
115	Office/Hall Hire	4,950	2,100	4,770	13,086
120	Personnel Cost (Training/travel)	1,300	334	1,152	1,150
130	nal	5,340	5,994	13,104	4,726
140	Subscriptions	1,160	672	1,010	1,200
150	Elections	2,500	-	2,500	2,500
160	Grants/Donations	4,000	1,936	4,000	4,000
170	Open Spaces	20,342	12,119	29,870	18,459
180	Allotments	880	653	963	880
185	Community Engagement	3,950	169	3,859	3,900
190	Christmas Lights Switch on	10,996	745	7,787	11,415
200	Remembrance Day	170	-	220	230
210	Climate Change	700	90	790	700
230	Young People Engagement	2,000	-	700	2,000
240	Other / Contingency	4,400	-	-	4,400
300	Reserves (Ring Fenced)	66,466	-	-	71,125
Total Payments		193,685	50,397	130,957	211,638
		-	-	-	-
Receipts less Payments		- 76,484	64,942	- 5,629	- 92,518
Not covered by ring fenced reserves		- 10,018	64,942	- 5,629	- 21,393