

Draft notes of the Working Group Budget meeting of Dersingham Parish Council held virtually on 17<sup>th</sup> January 2022 at 7.00pm.

**Present:** Councillor C Shepherd (Chairman), Councillor M Shepherd, Councillor R Anderson, Councillor B Anderson, Councillor T Bubb, Councillor R Frost and Councillor D Wright

**Also, Present:**

Sarah Bristow (Clerk)

Geraldine Scanlon (Communications Officer-Minute taker).

**FCW1 To Receive and Consider Apologies for Absence.**

It was resolved to approve apologies received from Councillor D Hipkin, Councillor A Watkins and Councillor M Noble.

**FCW2 To receive Declarations of interest and request dispensations by Councillors in any of the agenda items listed.**

None received.

**FCW3 To review and set budgets for 2022/23.**

Councillor C Shepherd advised the Budget requirements had been reviewed by each Committee. Requests were then discussed by the Finance & Administration Committee. As a result, the Finance & Admin Committee are ready to recommend the budget presented tonight to Full Council, giving Councillors the opportunity to raise concerns before being formally adopted along with the Precept at the Full Council meeting to be held on the 28<sup>th</sup> of January 2022.

There are five proposed Carry Forward unspent funds from 2021/22 to 2022/23.  
Council Budget

**1145** - New and Replacement Hardware £2500.00

**1150** - General Administration £9000.00

**1155** – DVSC contingency fund £7000.00

**1165** – Service improvements £5000.00

Communications Committee

**6035** – Events £1000.00

Councillor M Shepherd advised the total for code 6035 shows as £2000.00 on the Financial Budget Comparison which included the Carry Forward of £1000.00 and an additional £1000.00 which Communications Committee had agreed.

Councillors discussed the suggested budgets for each Committee.

The Clerk asked if the payment for the Microsoft 365 fee payable to the Editor of the Village Voice had been included in the budget code 6020 VV Editor Honorarium.

After discussion it was proposed a further £200.00 be added to budget code 6020 VV Editor Honorarium taking the total for 2022/23 to £1200.00. **It was resolved to approve the proposal.**

Councillor M Shepherd queried code 4085 Parish Partnership Scheme as no budget had been allocated for 2022/23. Councillor B Anderson confirmed a £0.00 was correct.

Councillor C Shepherd advised Staffing Committee had changed code 3000 – Salaries to £40800.00 as the previous calculation was incorrect. This included a 5% increase to cover annual pay rises.

Councillor C Shepherd reported there had been no requests for monies to be added to any of the allocated reserves. The budget proposal includes using any surplus in the General Fund at the year end to top up the Projects Reserve which would retain adequate funds against unexpected extra costs. It was proposed to recommend to Full Council to formally adopt the budget, subject to the inclusion of the additional £200.00 for the Village Voice Editors Honorarium. **It was resolved to approve the proposal**

**Precept.**

Councillor C Shepherd advised there are projected savings of £16000.00 to use in 2022/23, this is due to savings against 2021/22 budget and proposed Carry Forwards. In addition, there have been identified savings of approximately £15000.00 last year which were not allocated to budgets.

Councillor C Shepherd reported the required Precept for 2022/23 was £158,565 an increase of £12,565.00 on 2021/22 Precept and proposed to recommend to Full Council that the Precept be set at £158,565.00. **It was resolved to approve the proposal.**

**FCW4 Items for inclusion on the next Full Council Agenda.**

None received.

**FCW5 Date & Place of next meeting.**

Friday 28<sup>th</sup> January 2022, 7.00pm, Dersingham Village Centre.