

**YARNFIELD AND COLD MEECE PARISH COUNCIL**  
**PARISH COUNCIL MEETING**  
**Wednesday 12 January 2022**  
**Report Book**

**Apologies**

- Cllr Cromey

**Declaration of Interest**

- Nil

**Minutes of the meeting held on 11 November 2021**

Previously circulated

**Budget - update and schedule of payments**

Schedule of Payments since the last meeting £866.49

Yarnfield and Cold Meece Parish Council							
Schedule of Payments - 12 January 2022							
Date	Ref/Chq no	Payee	Description	NET	VAT	RECEIPTS	Payment
20-Dec-21	102	Mrs Armour	Christmas lunch - refund	17.00			17.00
20-Dec-21	103	Mr and Mrs Bould	Christmas lunch - refund	68.00			68.00
20-Dec-21	104	Mrs Parkin	Christmas lunch - refund	34.00			34.00
20-Dec-21	105	J R Fraser	Christmas lunch - refund	34.00			34.00
20-Dec-21	106	Mrs Cotton	Christmas lunch - refund	34.00			34.00
12-Jan-22	107	Clerk	Salary	530.40			530.40
12-Apr-22	107	Clerk	Expenses	13.74	2.75		16.49
12-Jan-22	108	HMRC	HMRC - Period 10/21	132.60			132.60
				<b>863.74</b>	<b>2.75</b>		<b>866.49</b>
Chairperson:							
Date: 12-Jan-22							

The Parish Council's bank reconciliation balance on 1 January 2022 = £22,846.27

Reserve Account = £4,000 + interest.

The Parish Council's budget commitment on 11 January 2022 = £16,427

## 2022 - 2023 Budget and Precept

- 1 The setting of the budget and precept cannot be delegated and must therefore be approved at a meeting of the Parish Council.
- 2 The precept will be collected as part of the council tax levied by the Borough Council. To be included the amount of precept to be raised by the Parish Council will need to be communicated to the Borough Council before the end of January 2022.
- 3 To deliver a balanced budget over the next three years a range of possible precept figures have been considered. Table 1 sets out the effect an increase in the precept will have on a Band D property ranging from 0 - 5%.

*Table 1 - impact on Band D property*

	% Increase	Precept	Band D	Annual Band D increase compared with 2021/22
2021/22		25,550.00	30.49	
2022/23	0.00%	25,550.00	30.32	-0.17
	0.50%	25,820.00	30.65	0.16
	1.00%	25,950.00	30.80	0.31
	1.50%	26,070.00	30.95	0.46
	2.00%	26,200.00	31.11	0.62
	2.50%	26,310.00	31.24	0.75
	3.00%	26,450.00	31.41	0.92
	4.00%	26,700.00	31.71	1.22
	5.00%	26,950.00	32.02	1.53

- 4 The preparation of the budget and precept take into account:
  - There has been a small reduction in the Tax Base<sup>1</sup> for the parish which will be set by the Borough Council at 824.50 Band D equivalents. (Compared to 826.17 in 2021-22).

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<sup>1</sup> Calculation based contained in The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012

- The level of the Local Council Tax Support Government Grant to be treated as a contribution to the overall precept amounts has increased to £551.65. (Compared to (£356.26 in 2021-22).
  - The annual concurrent functions allowance paid by the Borough Council will be £1,330.00 (The same as 2021-22)
- 5 The effect of these changes would result in a 0.6% decrease in the Band D costs if the precept was to remain at the 2021-22 level.
  - 6 The annual budget for the Parish Council, set out in Table 2, draws on the work done by the Annual Parish Assembly and is designed to cover both the running costs of the Parish Council and the projects identified in the Council's Action Plan which was approved in December 2021.
  - 7 The Council is required to maintain adequate financial reserves to meet foreseeable needs and commitments, and to have funds available in the event of an emergency. The reserve fund currently stands at £4,000, with a provision to add a further £1,020 in March 2022. The proposed budget allows for a further £1,040 to be added to the reserves fund in March 2023.
  - 8 The budget projection for 2023 and 2024 show a small deficit in the budget which will need to be resolved when preparing the budget in January 2023.
  - 9 Recommendation

It is recommended that:

- i. The budget set out in Table 2 is approved
- ii. An increase in the precept of 3% is approved which will raise £26,450.00

Table 2 - Proposed budget 2022 - 23

Yarnfield and Cold Meece Parish Council - Draft Budget

	Budget 2021/22	Projected Outturn for 2021/22	Proposed Budget 2022/23[CPI at 3%]	Proposed 2023/24 [CPI at 3%]	Proposed 2024/25 [CPI at 3%]
<b>General Administration</b>					
Creditors			0	0	0
1 Clerk salary	6,492	6,895	7,102	7,315	7,535
2 PAYE	1,623	1,724	1,775	1,829	1,884
3 Membership fees	241	235	248	255	263
4 Training	612	488	630	649	669
5 Office expenses	510	1,075	1,000	1,030	1,061
6 Room Hire	440	144	453	466	480
7 Newsletter	600	497	600	618	637
8 Website	260	125	268	276	284
	<b>10,778</b>	<b>11,183</b>	<b>12,077</b>	<b>12,439</b>	<b>12,812</b>
<b>Statutory Requirements</b>					
9 Insurance	666	550	686	707	728
10 Audit service	306	306	315	325	334
11 Annual inspection of play equipment	104	102	105	108	111
	<b>1,076</b>	<b>958</b>	<b>1,106</b>	<b>1,139</b>	<b>1,174</b>
<b>Repairs and Maintenance</b>					
12 Grass cutting contact	7,427	6,714	7,616	7,844	8,080
13 Play Equipment	1,000	1,000	1,000	1,030	1,061
	<b>8,427</b>	<b>7,714</b>	<b>8,616</b>	<b>8,874</b>	<b>9,141</b>
<b>Miscellaneous</b>					
14 SBC - civic amenity sites	300	0	300	309	318
15 SBC - election recharge	884	884	884	884	884
	<b>1,184</b>	<b>884</b>	<b>1,184</b>	<b>1,193</b>	<b>1,202</b>
<b>Community Projects</b>					
16 Community Projects	816	178	840	866	892
	<b>816</b>	<b>178</b>	<b>840</b>	<b>866</b>	<b>892</b>
<b>Council Reserves</b>					
17 Deposit Account	1,020	1,020	1,040	1,070	1,100
	<b>1,020</b>	<b>1,020</b>	<b>1,040</b>	<b>1,070</b>	<b>1,100</b>
<b>Special Projects</b>					
SP1 Road projects	4,080	4,000	4,202	4,328	4,458
SP2 Neighbourhood Plan	765	765	788	812	836
SP3 Footpath and pavement improvement	2,040	0	2,101	2,164	2,229
SP4 Notice Board	750	2,668			
SP5 Village Green Project (STWCo)		2,580			
SP6 Benches		1,184			
SP7 Cold Meece Gates		2,000			
SP8 CAG projects			1,300		
SP9					
SP10					
	<b>7,635</b>	<b>13,197</b>	<b>8,392</b>	<b>7,304</b>	<b>7,523</b>
<b>Total budget requirement</b>	<b>30,935</b>	<b>35,134</b>	<b>33,255</b>	<b>32,886</b>	<b>33,844</b>
<b>Income</b>					
Previous Year Balance		7,305	7,115	3,141	-9
Precept		25,550	26,450	26,550	30,443
Con' Grant		1,330	1,330	1,330	1,330
General Credits*		6,485		356	356
VAT refund (estimate)		1,579	1,500	1,500	1,500
<b>Total Income</b>		<b>42,249</b>	<b>36,395</b>	<b>32,877</b>	<b>33,621</b>
End of Year Balance			7,115	3,141	-9
					-223

\* General Credits

Severn Trent	2,580
Yarnfield Forum	745
Donation	600
Rotary	520
Network+	605
Groundworks UK	1,435
	<u>6,485</u>

**Planning - to consider any planning applications in the parish**

No Applications to be considered.

**Date and time of next meeting**

9 February 2022