

YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MEETING
Wednesday 12 January 2022
Yarnfield Park Conference Centre

Present (for all or part of the meeting): -

Councillors:

| | |
|----------------|----------------------------|
| David Beeston | Stella Hughes |
| Malcom Beeston | Sally Parkin (Chairperson) |
| Brian Eyre | Brian Rushton |

Also in attendance: 0

Officer in attendance: John Fraser, Clerk to the Parish Council

Public at the meeting: 0

Live on Facebook: 0

Apologies

22-1 Apologies were received from: Cllr Cromey

Declarations of Interest

22-2 There were no declarations of interest.

Minutes of the Parish Council meeting held on 15 December 2021

22-3 **Resolution:** It was resolved that the minutes of the Parish Council meeting held on 15 December 2021 were approved as a correct record of the meeting subject to the correction of a number of typographic errors in the draft document and a change to minute 21-725 to also include a reference to Cllr Nixon.

Matters arising

22-4 Matters arising from the meeting of 15 December 2021 will be reported to the February 2022 meeting of the Parish Council.

Parish Clerk's report:

22-5 Schedule of payments since the last meeting = £866.49

22-6 The Parish Council's bank reconciliation balance on 1 January 2022 = £22,846.27

22-7 Reserve Account = £4,000 + interest.

22-8 The Parish Council's budget commitment on 11 January 2022 = £16,427

22-9 **Resolution:** It was resolved that the schedule of payments in Appendix 1 was approved.

2022 - 2023 Budget and Precept

- 22-10 The setting of the budget and precept cannot be delegated and must be approved at a meeting of the Parish Council.
- 22-11 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 will need to be communicated to the Borough Council before the end of January 2022.
- 22-12 The preparation of the budget and precept take into account:
- A small reduction in the Tax Base for the parish which will be set by the Borough Council at 824.50 Band D equivalents. (Compared to 826.17 in 2021-22).
 - 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)
- 22-13 The annual budget for the Parish Council, set out in Appendix 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.
- 22-14 The draft budget includes provision for the renewal of the ground's maintenance contract with Trent Ground Maintenance based on a 2.5% increase in price.
- 22-15 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. As a new parish council, the reserve fund is only £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.
- 22-16 While the relative value of any increase in the precept would be small it was recognised this may have a detrimental effect on some residents. It was acknowledged by the councillors that any increase in the precept must also recognise the financial implications for residents.
- 22-17 The budget includes provision for projects delivered by the Community Action Group in 2022-23. No provision beyond this date is included. The Community Action Group will bring proposals for its work programme beyond 2022-23 to a future meeting of the council.
- 22-18 The budget projection for 2023 and 2024 shows a small deficit in the budget which will need to be resolved when preparing the budget in January 2023.
- 22-19 **Resolution:** It was resolved that:
- i. The budget set out in Appendix 2 is approved
 - ii. That the contract with Trent Grounds Maintenance is extended until 31 March 2023.
 - iii. An increase in the precept of 3% is approved.

Planning - to consider any planning applications in the parish

22-20 No planning applications

Date and time of next meeting

22-21 Wednesday 9 February 2022 at 7.30pm



Signed

Chairperson of the Parish Council

Date: 16 February 2022

Meeting closed 7.22pm

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 |
| | | | | 863.74 | 2.75 | | 866.49 |

Chairperson:



Date:

12-Jan-22

Appendix 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%] | |
|---------------------------------|-------------------------------------|-------------------------------|-------------------------------------|------------------------------|------------------------------|---------------|
| General Administration | | | | | | |
| | | | 0 | 0 | 0 | |
| | Creditors | | | | | |
| 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 |
| | | 10,778 | 11,183 | 12,077 | 12,439 | 12,812 |
| Statutory Requirements | | | | | | |
| 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 |
| | | 1,076 | 958 | 1,106 | 1,139 | 1,174 |
| Repairs and Maintenance | | | | | | |
| 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 |
| | | 8,427 | 7,714 | 8,616 | 8,874 | 9,141 |
| Miscellaneous | | | | | | |
| 14 | SBC - civic amenity sites | 300 | 0 | 300 | 309 | 318 |
| 15 | SBC - election recharge | 884 | 884 | 884 | 884 | 884 |
| | | 1,184 | 884 | 1,184 | 1,193 | 1,202 |
| Community Projects | | | | | | |
| 16 | Community Projects | 816 | 178 | 840 | 866 | 892 |
| | | 816 | 178 | 840 | 866 | 892 |
| Council Reserves | | | | | | |
| 17 | Deposit Account | 1,020 | 1,020 | 1,040 | 1,070 | 1,100 |
| | | 1,020 | 1,020 | 1,040 | 1,070 | 1,100 |
| Special Projects | | | | | | |
| 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 | | | | | | |
| | | 7,635 | 13,197 | 8,392 | 7,304 | 7,523 |
| Total budget requirement | | | | | | |
| | | 30,935 | 35,134 | 33,255 | 32,886 | 33,844 |
| Income | | | | | | |
| | 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 |
| | Total Income | | 42,249 | 36,395 | 32,877 | 33,621 |
| | 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 |
| | 6,485 |