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# Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Hulton Hall) , South Street, Great Waltham, Essex CM3 1DF. Telephone 07880717329

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Minutes of the meeting of the Finance and General Purposes Committee of Great Waltham Parish Council held in the Pavilion, South Street, Great Waltham on Monday 9th October 2023 at 7.30pm.

1. Chair’s Welcome:

Chair: Gilbert.

Cllrs: Martin, Stephenson, Jackson and Bradley.

1. Apologies for Absence.

Cllr Micklem.

1. Declarations of interests (existence and nature) with regard to items on the agenda and requests for dispensation.

There were no declarations.

1. Public Participation session - items do not need to on the agenda.

No members of the public present.

1. To review open items on the Action Tracker circulated prior to the meeting (Cllr Gilbert).

The tracker was reviewed, updates provided and each item assessed for remaining open or complete/closed.

1. Review of the Budget Performance 2023-2024 to date -(Clerk).

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| --- | --- | --- | --- | --- |
| FY 2023 to 2024 | | | |  |
|  | **Budget** | **Spent** | **Balance** |  |
| **Staff Costs** | £32,930 | £16,463 | £16,466 |  |
| **Administration** | £8,341 | £10,469 | -£2127.83 |  |
| **Open Spaces** | £36,450 | £6,207 | £30,243 |  |
| **Allotments** | £1,350 | £1,286 | £64 |  |
| **Grants** | £2,000 | £2000 | £0 |  |
|  |  |  |  |  |

Some minor issues were noted in the allocation of the budget due to the transfer of data to the new system – AdvantEdge.

***Resolution: Clerk to investigate and reallocate the funds via the journal transactions on AdvantEdge.***

1. Discuss a budget for 2024-2025.

* A budget of £119,112 was proposed which is a Council Tax precept increase of £3.08 per month per Band D property type.
* A lengthy debate was undertaken with all items being rigorously challenged and reviewed to test both the need for their inclusion and the amount to be allocated in the budget.
* Subject to minor adjustments on staff costs and general reserves top-up amounts, the budget was reduced to £110,627.

***Resolution: The Committee recommends a budget of £110,627, subject to any minor amendments*** ***relating to revised staff costs and general reserves amounts.***

1. Discuss and agree a precept demand on Chelmsford City Council for 2024-2025 (To be agreed in full council).

The budget of £110,627 was reduced for an estimated income of £6,600 creating a precept demand of £104,027. If the tax base is the same as 2023-2024 the impact on a band D property will be £1.74 per month or £21 per year.

***Resolution The Committee recommends a precept of £104,027, subject to any minor adjustments relating to revised staff costs and general reserves amounts.***

**Members – Cllr Jackson, Cllr Martin, Cllr Gilbert, Cllr Bradley , Cllr Micklem and Cllr Stephenson.**

Meeting closed at 21:46

Will Adshead-Grant

Clerk to the Council.

Next meeting:

Monday 16th October 2023. Full Council Meeting.