

Great Waltham Parish Council

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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 24th March 2025 at 7.00pm.

1. Chair's Welcome:

Chair: Gilbert.

Cllrs: Martin, Micklem, Stephenson, Jackson and Bradley.

2. Apologies for Absence.

None required.

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

No declarations were made.

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

No members of the public in attendance.

5. To review open items on the Action Tracker circulated prior to the meeting.

There were no open items on the tracker document.

6. Confirm the current position on the 2024-2025 budget.

Financial Budget Comparison

Comparison between 01/04/24 and 14/03/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
INCOME			
Total Council	£109,427.00	£118,994.36	£9,567.36
Total Income	£109,427.00	£118,994.36	£9,567.36

Financial Budget Comparison

Comparison between 01/04/24 and 14/03/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
EXPENDITURE			
Total Council	£86,126.61	£74,049.88	£12,076.73
Total Expenditure	£86,126.61	£74,049.88	£12,076.73
Total Income	£109,427.00	£118,994.36	£9,567.36
Total Expenditure	£86,126.61	£74,049.88	£12,076.73
Total Net Balance	£23,300.39	£44,944.48	

- The budget performance was discussed. The current figures are based on the first 11 months of the financial year.
- The income performance was better than planned in the October 2023 budget setting for the 2024-2025 budget due to the increased income from the Pavilion, VAT recovery and increased allotment hires.
- There was a discussion around a few line items being moved to different budget headings from where they had been allocated at the start of the financial year.
- A request was made for more clarity on current earmarked reserves going forward.
- The Clerk confirmed that the year end is on the 31st March and that no carry forward of underspend is permitted in Parish Council accounts – see Financial Regulations 4.3, rather it is allocated to General Reserves.

7. To receive confirmation that the Council's annual precept demand on Chelmsford City Council for 2025-2026 was accepted and that this has translated into a 1.9% decrease in the precept amount included in parish households' Council Tax bills. -
 - The Clerk advised that there is no confirmation from Chelmsford City Council as such, other than an acknowledgement of the e-mail sent.
 - However, it was noted that the reduced precept has now been presented in the Council Tax paperwork from the Chelmsford City Council to each household.
8. To consider the implications for the Council's cash flow management taking account the potential amounts and timings associated with the Great Waltham Recreation Ground Play Area Refurbishment project.
 - Discussions around the approximate £40,000 VAT payment required for the £160,000 refurbishment.
 - Consideration to have staged payments with HAGS so that the VAT can be reclaimed promptly.
 - With the current level of reserves and with the planned budget it is expected that the VAT payments can be made without cashflow issues.
 - Until the play area project's finances become clearer, consideration should be given to delaying any other planned large expenditures in this budget year to reduce any cashflow concerns.

Meeting Closed 19.43
W.Adshead-Grant
Clerk to the Council.

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