

MINUTES OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL

DATE: Tuesday 7th January, 2025 **TIME:** 7.00PM

VENUE: Wouldham Village Hall

Present: Cllr Bell, Cllr Marr, Cllr Church, Cllr Miles, Cllr Yard,
Tina Miles (Clerk) 2 members of public.

1.	Apologies: None	
2.	Declarations of interest. Cllr Church declared an interest relating to the Youth & Community Worker	
3.	PRECEPT: Clerks Salary: Cllr Bell advised that the Finance Team recommend a 1-point increase to NALC level SCP16. Clerk explained that she had budgeted a 5% increase, however, rates are usually published around November for the financial year, so the exact amount will not be known until then. Proposed by Cllr Church, seconded by Cllr Yard - All agreed.	
4.	Youth & Community Worker Clerk explained that she had budgeted a 5% increase for the Youth & Community Worker for 25/26. Due to this being a funded project, it does not need to rely on the SLCC scales. Proposed by Cllr Bell, seconded by Cllr Yard - Agreed. Cllr Church did not vote on this item as per the declaration of interest.	
5.	Litter Warden Wages. Clerk explained that Living wage is due to rise in April 2025 and is currently being estimated at around 7.5% increase. She suggested that NLW is maintained for this post. Proposed by Cllr Yard, seconded by Cllr Church – All agreed	
6.	Council Administration: Cllr Bell outlined the administration cost centres i.e. Clerks’ expenses, Donations, Audit fee, Legal/banking/election, stationary, subs/training, Insurance, street lighting, donations, funded projects, PWLB. He noted that the PWLB loan had now been paid and is therefore not included in the budget. All Agreed	
7.	Grounds Maintenance: Cllr Bell noted that the new contract is currently out for tender therefore the costs are estimated. Although the deadline for return was December, we are still awaiting submissions. Therefore, the Working Group may need to meet to review tenders in order to make recommendations to the March meeting. If the tenders differ from estimation, we may have to via between budgets. All Agreed	

Signed _____ Dated _____

8.	<p>Allotments: Cllr Bell explained that the budget has remained the same and the additional income will be used to offset any works needed i.e. hedge cutting. Cllr Marr noted that fencing is becoming quite dilapidated and will need to be replaced at some time. He queried who has responsibility for this. Clerk explained that as holder of the head lease, it is ultimately the responsibility of the council. However, both leases for the horses' field and allotments also give responsibility for maintaining fences to them. So, any improvements will need to be negotiated with them. All Agreed</p>									
9.	<p>Special projects. Cllr Bell outlined the agreed planned projects for the year All Agreed</p>									
10.	<p>Reserves. Cllr Bell explained that the funded projects are in reserves where they are funded over 2 or more years. Also, this will be reviewed over the year and any recommendations to via between headings will be brought to Full Council. He noted that 3k had been taken from reserves for general expenditure to keep the precept down. All Agreed</p>									
11.	<p>Cllr Bell explained that the figures represent a 4.95% decrease i.e. £54.11 instead £56.93 on a band D rating last year.</p> <p>He also noted that for the period 20/21 the cost was £66.54 22, which has been decreased year on year. This effectively means that there has been an overall decrease of 19% in a band D rate since 2021.</p>									
12.	<p>VOTE TO APPROVE PRECEPT: Proposed by Cllr Bell Second by Cllr Marr that this year's Band D precept will be decreased by 4.9%. (rounded down) All agree.</p> <table data-bbox="220 1442 1198 1592"> <tr> <td>Total Gross Expenditure</td> <td>£ 121057.82</td> </tr> <tr> <td>Minus payments expected</td> <td>£ 4652.00</td> </tr> <tr> <td>Minus receipts from reserves/funding</td> <td>£ 45972.00</td> </tr> <tr> <td>Total precept requirement</td> <td><u>£ 70433.82</u></td> </tr> </table> <p>It was agreed that the Clerk would therefore submit the precept figures to TMBC by January 21st January, 2025</p>	Total Gross Expenditure	£ 121057.82	Minus payments expected	£ 4652.00	Minus receipts from reserves/funding	£ 45972.00	Total precept requirement	<u>£ 70433.82</u>	
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13.	<p>Any other Business</p> <p>The meeting closed at 7.20pm</p>									