

**Minutes of the Estimates Meeting of Great Cornard Parish Council held in**

**The Stevenson Centre on Monday 14th January 2019 at 7pm**

**PRESENT**  Councillors Mr S Sheridan **Chairman**

 Mr A C Bavington Mrs M Bark

Mr L Cresswell Mr M D Newman

Mrs T E A Welsh Mr T M Welsh

Mrs P White Mr C Wright

Mr D Young

 **Council Manager**  Mrs N C Tamlyn

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Mr T J Keane, Mr G Rawden, Mr D M Walton and Mrs C Humphreys.

 **2. CHAIRMAN’S ANNOUNCEMENTS**

 The Chairman announced that the works to the Village Hall are progressing and that the

 Scouts are currently working on the internal woodwork.

**3. PRECEPT FY2019/2020**

The Chairman invited Councillor Bavington, as Chairman of the Council’s Policies and
 Resources Committee to propose the Budget.

Councillor Bavington stated that this was the first time the Estimates had taken into

consideration The Stevenson Centre as a separate entity to the parish council and that the

income for The Stevenson Centre is now processed through the centre’s own bank account.

The Parish Council, as Trustees of The Stevenson Centre Charity will also be considering the

centre’s budget in a separate meeting to be held after the Council’s Estimates meeting.

 Councillor Bavington advised that he and councillors T M Welsh, Wright and Sheridan had

 attended an informal meeting with the council manager to review the proposed budget.

 Mr Bavington paid tribute to the council manager’s work on the budget, as this year’s

 budget had been difficult to draw up due to the separation of The Stevenson Centre’s accounts.

 Mr Bavington advised that the Tax Base figure had increased by 3.3%, which would assist the

 Council in meeting its ongoing commitments and enable the funding of most of the projects

 requested by the council’s committees for consideration in the FY2019/20 budget.

 Councillor Bavington presented the Budget (See Appendix A) and advised that he would be

 proposing a 2% increase to the Council Tax level to cover rising costs and to continue to

 compensate for the loss of the government grant.

 Members reviewed the Budget Notes (See Appendix B) prepared by the council manager, which referred to each individual budget line and any proposed increase/decrease to income and expenditure.

 Members also reviewed and **NOTED** the Expenditure against Budget report up to 7th January

 2019. (See Appendix C)

 Members **AGREED** to continue to maintain general reserves of £30k which is in line with the

 general recommendation of 10% of income. Based on the council’s proposed income figure of

 £221,512.00, a £30.000k figure represents 13.54% of income.

 Members **AGREED** to the adjustment to salaries and wages to accommodate the TUPE

 transfer and the new staff structure and **NOTED** that the new NJC Pay Spines would be

 reviewed by the Policies and Resources Committee at its next meeting.

Members **AGREED** that the remaining unallocated general reserves from FY2017/18 of £28,068.00 be allocated to Earmarked Funds for building projects.

Members **AGREED** Earmarked Capital Expenditure for FY2019/20 of £15,778.00 for the following projects(Appendix D):

Allotment Notice Board £ 1500.00

Allotment Fence replacement £ 2750.00

AED Defibrillator Unit £ 1000.00

Building Projects £10,528.00

 Following the separation of the Stevenson Centre accounts members **AGREED** to budget

 £10,990.00 in grant support for The Stevenson Centre Charity. The grant pay over to the charity

 would be assessed by the council towards the end of the FY. It was **AGREED** however,

 that the council manager would closely monitor the Stevenson Centre account to ensure

 there are sufficient funds to meet expenditure and to keep the council informed accordingly.

It was **AGREED** that the Council will request a Precept of £221,815.00 from the District Council

which provides for a 2% increase in the Council Tax on a Band D property (See Appendix A).

This is the budget shown for 2019/2020 in Appendix A, which includes the Council’s four year budget forecast.

Meeting Closed 7.36pm

**Signed**

 **Mr S Sheridan: Chairman**