MINUTES OF A SPECIAL BUDGET MEETING -COLNEY HEATH PARISH COUNCIL HELD AT THE VILLAGE HALL FRIDAY 16TH January 2004 AT 8PM

Present;- Cllr's J Day-Chair-C Brazier-Cllr' D Clarke-Cllr D Crump-Cllr S Hall

Clerk;- Mr J E Dean
Public Attendance-
This was essentially a Part 2 meeting where no Public or Press are present

1. APOLOGIES;-
No Apologies received

2. DECLARATIONS;-
No declarations were received by the Clerk

3. MINUTES
The Council referred to the preparation notes of the Finance working party budget figures handed by the Clerk for members to view on Thursday 29th November 2003. This was to set the pre-budget requirements and consider the precept expectations. Between now and the end of the present financial year the Clerk is to provide members with more detail of the "ring fenced monies" from past budgets and devise a strategy for noting this with future sums kept in reserve under detail headings.

4. COSTS AND INFLATION
It was noted that costs are likely to stay roughly in line with a 3% target for 2004/5 Council recommended we apply a 3% increase to supplies services and wages, Chronicle, Community, Waste disposal and general expenses 2004/5 financial year.

5. PAST EXCEPTIONAL & OTHER ITEMS OF EXPENDITURE
The shared expenditure for the car park at Charles Morris Hall and past agreed 02&03 budgeted sums b/fwd of £14.000 plus £5000. from Lafarge contribution has been settled. (December 03). No further reserve capital sum remaining on this item. Members are referred back to item 3 –ring fenced monies on other items that will be included in future. It was noted that there could be as much as £16,200 remaining in the reserve account on past budget calculated allocation. Further checks to be done by Clerk into past years budget forecasts and minutes.

6. PAST UNCLAIMED GRANT
It is believed the Playgroup have not come forward to claim for the purchase of a shed, approved in this current budget year. Clerk to write regarding the status here, with council agreement to maintain grant aid up to April 04 if receipts can be proven. Further checks are to be made of other grants possibly remaining past unclaimed grants- although believed unlikely. Departure of staff may have left matters unclear.

7. ADDITIONAL ITEMS OF EXPENDITURE
The Boissy Park issue may incur expenditure from reserves if the landowner accepts an offer to purchase whole or part-no figures. Members are aware of this.
7.1
The Football Club premises require additional security, roller shutters £3400. (Parish Council owned)

7. continued
7.2
Tennis Court will require further maintenance to fencing, a so far non budgeted sum of £1000 be put aside was suggested, although this will need further debate.
7.3
Community Park
Finances will be required for future work
7.4
Commons Stewardship Project & DEFRA
Finances over and above Grant projection will be required.
7.5 Bridge Lafarge
Funding in principle-may require additional from Parish.

8. AGREED GRANT AID-2004/5
Football Club-subject to current rent debt being cleared, future payments kept up to date, and production of vat invoices for any costs from the grant sum of £1500.00
Youth Club £1500
Vital Villages £ 500
Brownies was £1000 considered, as last year, or another sum
-Proposed Cllr Rump Seconded Cllr Hall

9. ADMINISTRATION STAFF COSTS
It is not expected to exceed the budgeted sum and although new staff have been engaged since departure of previous Clerk and Asst Clerk. On recommendation it is considered slightly longer hours (Now 38 increase to 48-viz additional 5 hours each plus scale-Clerk and Assistant Clerk) will improve the overall management of the parish office, maintaining the opening hours to suit local needs. There is also the matter of more legislation and stricter audit demands placed on all Parish Councils of this size. Engagement of new Clerk will also allow this council to prepare for quality status, as well as progressing further training for Assistant Clerk as positive investment for future. Clerk to provide more details to members in p2 next meeting.

10 .PARISH COUNCIL BUDGET REQUIREMENTS FOR 2004/5
The final Budget requirements for the forthcoming year have been considered by Council in line with current accounting requirements, being in excess of £100.000. The aim and policy of this Parish Council of within this budget and the powers is to;-
- Provide parish services within agreed powers
- Work for the benefit of the Community
- Respond to local needs
- Encourage and support local groups in the community

The regulations require that Colney Heath Parish Council supply SADC with a detail split of the categories Leisure and Community in order they be published with other information supplied with the Council Tax literature sent to each household.

THE COUNCIL RECCOMENDED THAT THE PRECEPT BE SET AT £113.500

It was accepted that the Precept approval be ratified at Full Council 5th February 04

With no additional business the meeting closed at 9.55pm