

# COLNEY HEATH PARISH COUNCIL

✉ **Postal Address:** Highfield Park Visitor Centre, Hill End Lane AL4 0RA

☎ **Telephone:** (01727) 825 314

💻 **Website:** <https://colneyheathparishcouncil.gov.uk>

✉ **E-mail:** [clerk@colneyheathparishcouncil.gov.uk](mailto:clerk@colneyheathparishcouncil.gov.uk)



**Summons issued – 8<sup>th</sup> November 2024**

To Members of the Budget Committee,

Councillors John Clemow, Graeme Shaw, and Craig Tallents.

You are summoned to attend the **Budget Committee** meeting of **Colney Heath Parish Council** that will be held in The Atrium of Highfield Park Visitor Centre, Hill End Lane, St Albans AL4 0RA on **Thursday 14<sup>th</sup> November 2024 at 11am**. Your presence is summoned for transacting the business outlined below.

The meeting is open to all councillors, the press and public unless the Council do otherwise **RESOLVE** to enter private session where councillors who are not members of this Committee, members of the public & press are excluded.

**Mrs Lisa Peters LCGI PSLCC CPFA CiLCA**  
**Clerk to Colney Heath Parish Council**



## **AGENDA**

- |                    |                                                                                                                                                                                                                      |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>24/25 BC-01</b> | <b>APOLOGIES &amp; ANNOUNCEMENTS</b><br>To receive and accept apologies for absence                                                                                                                                  |
| <b>24/25 BC-02</b> | <b>DECLARATIONS OF INTEREST</b><br>To review and note any declarations of interest                                                                                                                                   |
| <b>24/25 BC-03</b> | <b>QUESTIONS FROM THE PUBLIC</b><br>Members of the public may make representation, ask questions, or give evidence in respect of the business on the agenda or of this Committee for a maximum per item of 3 minutes |
| <b>24/25 BC-04</b> | <b>MINUTES OF THE PREVIOUS MEETING OF THE COMMITTEE</b><br>To note the minutes for the previous meeting of the Budget Committee held 6 <sup>th</sup> December 2023.                                                  |
| <b>24/25 BC-05</b> | <b>Q2 FINANCIAL REPORT</b><br>To receive the financial report for the end of the quarter as noted at Full Council 31 <sup>st</sup> October 2024 used to draft the 2025/26 budget                                     |

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## 24/25 BC-06

### PARISH COUNCIL BUDGET 2025/26

- a) To receive and note the Responsible Financial Officer (RFO) Budget Report for 2025/26.
- b) To receive the RFO draft budget including the predicted outturn figures for 2024/25 and version 1 of budget for 2025/26.

**Motion To resolve the recommended 2025/26 budget level to Council at the November 2024 or December 2024 Full Council meetings**

## 24/25 BC-07

### EAR MARKED RESERVES 2025/26

To review the allocated ear marked reserves (EMR) for 2025/26

**Motion To resolve the recommended level of reserves including general reserves for 2025/26 to Council at the November 2024 or December 2024 Full Council meetings**

## 24/25 BC-08

### PRECEPT RECOMMENDATION 2025/26

To debate and offer a recommendation for November Full Council meeting for the Precept 2025/26.

**Motion To resolve the recommended Precept for 2025/26 to Council at the November 2024 or December 2024 Full Council meetings**

The Committee may, at any time resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and representatives of the press and broadcast media must be excluded from the meeting as in consideration of the items of business their broadcast or publicity would be prejudicial to the public interest due to the confidential or commercial nature of the business to be transacted.

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The following papers were all issued with the summons to all named Councillors and placed on the Parish Council website by the Parish Clerk/RFO on behalf of the Parish Council.

|              |                                                              |
|--------------|--------------------------------------------------------------|
| 24/25 BC-04  | Minutes of Budget Committee 6 <sup>th</sup> December 2023    |
| 24/25 BC-05  | Q2 Financial Reports from CHPC Accounting System             |
| 24/25 BC-06a | RFO Budget Report                                            |
| 24/25 BC-06b | RFO Draft Budget v1 including outturn and earmarked reserves |