

Local Government Act 1972  
**Whalley Parish Council**

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on Thursday 30<sup>th</sup> November 2023 in the Calder Room, Whalley Old Grammar School at 7.00pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

**Precept Budget Planning 2024/25**

**Minutes**

Agenda items should be submitted to the Clerk seven clear days before the meeting. The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days before the meeting.

<b>1.</b>	<b>Attendance &amp; Apologies</b>	
	Present: Cllr Allen, Cllr Brown, Cllr Highton (Chairman), Cllr Mirfin, Cllr Threlfall, Cllr Vickers. Apologies: Cllr Ball, Cllr Carlton, Cllr Smith. In Attendance: Kiz Haworth (Parish Clerk & RFO)	2384/23
<b>2.</b>	<b>Declaration of Interests</b>	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2384/23
<b>3.</b>	<b>Precept Budget Planning</b>	
	A thorough discussion was had to consider and approve the Budget Planning to set the Precept for 2024/25.  A summary of the budget include; <ul style="list-style-type: none"> <li>• A £2660 increase to allow for the clerks salary increments /HMRC costs, whilst office running costs remain the same.</li> <li>• Website &amp; email hosting costs are expected to increase by £212.</li> <li>• An adjustment of £700 was accounted for the anticipated increase of costs from April 2024 for the maintenance of the churchyard.</li> <li>• £10000 seals the commitment of funding agreed to the QEII community development.</li> <li>• An increase of £350 to allow for the lengthsman costs.</li> <li>• The Council holds earmarked reserves of £10,000 for CCTV and £4000 for SpID.</li> </ul>	2385/23
	It was proposed by Cllr Brown and seconded by Cllr Threlfall that the precept budget would be set at £76,675 for 2024/25. The Council was unanimous in this decision.	2386/23
	There will be a 14.1% increase in the Parish Council council tax proportion. The increase in number of Band D equivalent properties is 4.3%	

The Chairman and Clerk duly signed the 2024-25 Precept request form to submit to Ribbles Valley Borough Council.

2387/23

**Whalley Parish Council Precept Meeting 30 November Setting the Budget for 2024/25**

	Actual 2021/22	Actual 2022/23	Actual to 30/11/2023	Projection to Mar 2024	Full Year Projection	Deficit/ Underspend	Agreed 2022/23	Proposed 2024/25
		A	B	C	D	E	F	G
					B+C	F-D		
	£	£	£	£	£	£	£	£
<b>ADMINISTRATION</b>								
Clerk's Salary	9,724	12,671	9,378	5,050	14,428	-428	14,000	16,660
Telephone/Broadband	180	180	120	60	180	0	180	180
Office Rent	520	520	346	173	519	1	520	520
Travel	115	0	0	100	100	220	320	320
Stationery/Admin/ICO	61	197	147	100	247	253	500	500
Website Services	310	687	503	280	783	-195	588	800
Computer	1,491	0	0	0	0	0	0	0
Advertising	250	0	0	0	0	350	350	350
Room Hire	205	338	278	104	382	-82	300	300
Insurance	1,031	1,209	1,173	0	1,173	77	1,250	1,250
LALC/SLCC/CRE Membersh	0	817	768	0	768	52	820	820
Chairman's Allowance	0	0	0	0	0	100	100	100
Courses/Conferences	0	490	450	0	450	1,550	2,000	2,000
Audit Fees	550	550	670	0	670	-20	650	650
Bank Charges	0	0	0	0	0	0	0	0
<b>Sub Total</b>	<b>14,437</b>	<b>17,659</b>	<b>13,833</b>	<b>5,867</b>	<b>19,700</b>	<b>1,878</b>	<b>21,578</b>	<b>24,450</b>
<b>MAINTENANCE &amp; SUNDRIES</b>								
Joint Burial Ground	0	640	0	0	0	0	0	0
Churchyard	6,687	3,948	5,821	2,500	8,321	379	8,700	9,400
QEII	0	3,905	4,478	0	4,478	-4,478	0	10,000
Vale Gardens	6,756	5,257	2,665	1,250	3,915	110	4,025	4,025
Other Maintenance	114	1,624	2,004	0	2,004	196	2,200	2,200
War Memorial/Remembera	100	100	272	1,090	1,362	238	1,600	1,600
Bus Shelter	0	0	0	0	0	0	0	0
Bench Audit	2,209	3,496	1,992	0	1,992	1,008	3,000	3,000
Xmas Decorations/Lighting	1,740	3,732	0	3,235	3,235	-735	2,500	2,500
Grants & donations	3,960	2,100	2,500	5,000	7,500	-2,500	5,000	5,000
Lengthsman week 44-52	3,223	3,833	4,465	0	4,465	-315	4,150	4,500
SplD and maintenance	0	0	157	160	317	-317	0	0
Platinum 2022/Kings Coron	500	3,317	351	0	351	1,649	2,000	0
CCTV	0	0	575	0	575	-575	0	0
Community Project	24,540	0	29,020	0	29,020	-19,020	10,000	10,000
<b>Sub Total</b>	<b>49,829</b>	<b>31,952</b>	<b>54,300</b>	<b>13,235</b>	<b>67,535</b>	<b>-24,360</b>	<b>43,175</b>	<b>52,225</b>
<b>TOTAL</b>	<b>64,266</b>	<b>49,611</b>	<b>68,133</b>	<b>19,102</b>	<b>87,235</b>	<b>-22,482</b>	<b>64,753</b>	<b>76,675</b>
Church Yard £349 per month 2024/25								
Vale Gardens £273 per month 2024/25								
Lengthsman from £12.50 to £13.50 / hour 2024/25								
<b>Year</b>	<b>Tax Base</b>	<b>Band D Tax £</b>	<b>Tax Band % Change</b>	<b>Precept £</b>				
2019/2020	1699	21.72	-1.4	36895				
2020/2021	1745	33.42	53.9	58320				
2021/2022	1758	34.6	3.5	60823				
2022/2023	1772	34.84	0.7	61728				
2023/2024	1835	35.29	1.3	64753				
2024/2025	1914	39.69	12.5	75975				

Meeting closed at 8.15pm.

Signed by Chairman:  
Councillor Martin Highton

Date:

*Draft Minutes Subject To Confirmation*