



# North Weald Bassett

## PARISH COUNCIL

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Clerk to the Council  
Susan De Luca

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14<sup>th</sup> November 2012

TO: MEMBERS OF THE NORTH WEALD BASSETT PARISH COUNCIL

You are hereby invited to attend a **Meeting** of the **Finance & General Purposes Committee** which will be held on **Wednesday 21<sup>st</sup> November 2012**, in the **Library, 138 High road, North Weald** at **1.30pm** to transact the business shown in the Agenda below.

Susan De Luca  
Clerk to the Council

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### AGENDA

**1. APOLOGIES FOR ABSENCE**

To *RECEIVE* any apologies for absence.

**2. OTHER ABSENCES**

To *NOTE* any absences for which no apology has been received.

**3. DECLARATIONS OF INTEREST**

To *RECEIVE* any Declarations of Interest by Members.

*A Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non Pecuniary or Other Pecuniary Interest, and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.*

**4. BUDGET AND PRECEPT 2013/2014** 



A precept is a peremptory order to a billing authority (EFDC) to pay a parish council a named sum, payable in two separate instalments (April and September) which the billing authority draws up by 31<sup>st</sup> January for the following financial year.

The parish council, in calculating its precept, must as far as possible secure that it will suffice for four classes of items, namely:

- Next year's expenditure, including an allowance for contingencies
- Outstanding expenditure incurred in previous years

- Expenditure likely to be incurred before the precepted sum becomes available
- Payments to a sinking fund, capital fund or renewal and repairs fund

To enable Members to consider the budget for 2013/2014, detailed financial documentation has been attached for careful consideration by Members, and consists of the following:

- **WHITE** -Income and Expenditure breakdown (showing actual income/expenditure for 2011/2012, budget for this year, total received/spent this year, anticipated future receipts/spend this year, and suggested budget figure for 2013/2014)
- **ORANGE** - Summary sheet (giving an overall picture of income and expenditure, and detailing the main differences in budget compared to expected income/expenditure for 2012/2013.
- **BLUE** - Details of earmarked reserves and funds as at 31/10/12
- **GREEN** - Summary of additional precept items to be considered for 2013/2014, together with any associated paperwork.

In order to ensure enough time is available to discuss all areas of the budget, Members are kindly asked to spend some time prior to the meeting perusing these figures, identifying any areas they wish to discuss in further detail or which require clarification. Members are free to contact Finance and Admin Officer prior to the meeting if preferred.

It is emphasised that these figures are 'estimate' final income and expenditure figures for 2012/2013 and should be used as a guide when deciding the budget/precept figures for 2013/2014.

Some additional information for Members information is as follows:

- The second tranche of monies of £50,000 for the Hastingwood 106 agreement has not been received. Council are not permitted to spend the £50,000 held in the earmarked reserves until building begins.
- Costs for works associated with EFDC Community Choices consultation = £2,062

Members are asked to **CONSIDER** the following:

- If any funds should be earmarked to account for the potential costs associated with Community engagement in Jan-Mar 2013 regarding North Weald Airfield which could include an informal referendum, leaflet distribution and collection and associated costs.
- If any funds should be earmarked to account for the potential costs associated with the EFDC 'Preferred Options' stage of the local plan process – Late spring / summer 2013
- The Parish Plan is currently on hold. A £2,000 grant was received and we are holding approx £1,400 in earmarked reserves, in addition to £8,000 agreed at the 12/13 budget.
- The future Parish Council Grounds Maintenance arrangements – See attached **YELLOW** for background Information and recommendations.

- To consider any recommendations of the Personnel Committee following their meeting of Wednesday 21<sup>st</sup> November at 9.30am.

Due to issues concerning the effect that the Localisation for the Support of Council Tax will have on Parish Precepts, EALC/NALC has issued the following advice regarding a 'Minded to Recommend' Precept Figure.

*"No Precept should be formally approved until after the publication of the Draft Local Government Finance Report (early December 2012). Each local council should also wait for the Tax Base figures to be issued by the Billing Authorities on 1st December 2012."*

The District Council needs to be notified of the Precept request by **January 2013** and Members are, therefore, asked to **CONSIDER** the proposed 2013/2014 precept figures, and agree a 'Minded to Recommend' precept figure to be put forward to full council in January for ratification. This precept figures will include any agreed additional items.

As per last year, the Finance and Admin Officer will update the budget / precept spreadsheet during the meeting so that figures can be amended and viewed on a 'live' basis to enable members to have a clear idea of all the options.

## 5. **EXCLUSION OF THE PUBLIC AND THE PRESS**

In the event that the Agenda contains Exempt (pink) pages, or an item needs to be discussed confidentially, to **CONSIDER** the following motion to be proposed by the Chairman:

"That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed."

There are currently **NO** confidential items to be considered