

SCARISBRICK PARISH COUNCIL

**Minutes of the meeting of the Parish Council held in the Scarisbrick Village Hall at 7.30pm on Monday 24<sup>th</sup> January 2022.**

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**PRESENT:**

Councillor A Blundell (in the Chair)  
Councillor G Holcroft  
Councillor J Herbert  
Councillor S Brake  
Councillor A Pickersgill  
Councillor C Marshall  
Councillor C Berks

Mrs J Smith (Clerk) in attendance

There were no members of the public present

**22/022 APOLOGIES AND REASONS FOR ABSENCE:**

Apologies were received from Councillor J Marshall and Councillor N Makin.

**22/023 DECLARATIONS OF INTEREST:**

There were no declarations of interest.

**22/024 CONFIRMATION OF THE MINUTES:**

It was resolved to approve the minutes of the meeting held on Monday 10<sup>th</sup> January 2022.

**22/025 ADJOURNMENT OF THE MEETING:**

The meeting was not adjourned.

**22/026 2021/22 BUDGET REPORT Q3 (OCTOBER 21 TO DECEMBER 21):** The report was noted and agreed.

**22/027 BANK RECONCILIATION OCTOBER 21 TO DECEMBER 21:** The bank reconciliation was noted and will be verified by Councillor Herbert.

It was resolved to change the order of the agenda to consider the Council's reserves position before discussing the budget for the next financial year.

**22/030 2022/23 RESERVES:**

The level of reserves currently held includes £10k which was intended for the completion of projects during 2021/22. However, these projects were not completed due to various factors, including coronavirus. Actions are currently underway to commence these projects but it is likely that they will continue into the next financial year before significant expenditure is incurred.

The general reserves and earmarked reserves were reviewed it was resolved to make the following amendments:

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General Reserves: Election Reserve – increased by £500 (inflation)  
 Maintenance Reserve – increased by £500 (inflation)  
 Locum Clerk Reserve – increase by £4,000 (inflation/ temp staff costs)

The total General Reserves are therefore increased from £27,000 to £32,000, an increase of £5,000.

Earmarked Reserves:

The following new earmarked reserves were created:

Portable SPID Equipment	£7,000
Flood Equipment (including storage)	£3,000
Trees	£1,000
Static SPID Equipment	£7,000
Millennium Wood Improvements	£5,000

The total Earmarked Reserves are therefore increased from £6,000 to £23,000. These will be used to fund all project expenditure during 2022/23 and will enable the revenue budget to be reduced accordingly.

Some concerns were expressed that the sums reserves for various projects may be underestimated. This possibility was acknowledged. The figures presented are estimates based on work already completed but are not yet fully costed proposals. It may become apparent as work progresses that it is not possible to fund all of the earmarked projects in a single financial year. Under these circumstances the Council will need to make further consideration with regard to priorities and accept that some will need to be carried over.

It was resolved to approve the reserves for 2022/23 as follows:

RESERVE	PURPOSE	2022/2023 £
<b>General Reserves:</b>		
General Reserve	To cover 6 months of operating costs in case of delays to income stream	15,000
Election Reserve	To cover unexpected costs of contested election for a casual vacancy	6,500
Locum Clerk Reserve	To cover the loss of prolonged unavailability of the Parish Clerk	7,000
Maintenance Reserve	To cover unforeseen maintenance costs such as urgent remedial work or emergency repairs	3,500
<b>TOTAL GENERAL RESERVES</b>		<b>32,000</b>

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<b>Earmarked Reserves:</b>		
Projects	Planned expenditure on 2022/2023 projects	23,000
<b>TOTAL EARMARKED RESERVES</b>		<b>23,000</b>
<b>TOTAL RESERVES 2022/23</b>		<b>£55,000</b>

**22/028 TO AGREE THE BUDGET FOR THE FINANCIAL YEAR 2022/23:**

The budget workings produced by the Clerk were discussed and it was agreed that there will be inflationary pressures during 2022/23 and uncertainties particularly around salary costs due to the NJC pay increase for 21/22 being under dispute and the negotiations for 22/23 being delayed.

It was considered important to keep increases to the precept as low as possible (in low single figures) as Scarisbrick residents will be subject to Council Tax increases and other inflationary pressures themselves.

Funding for projects during 2022/23 will be from earmarked reserves and this will assist in keeping the precept as low as possible. The budget for training was reduced.

Other budget headings were increased to take account of inflation so that usual activities such as planned regular maintenance and grants to organisations could continue. It was also necessary to take account of the need for additional revenue expenditure as a result of the risk assessment for Millennium Wood and instigation of the SPID project.

It was resolved to approve the 2022/23 budget as follows:

<b>2022/23 BUDGET</b>		
		£
<b>EXPENDITURE:</b>		
Clerk's Salary		11,500
Clerk's Expenses		520
General Administration		7,250
Grants, Donations, S137		1,700
Maintenance		4,000
Training		150
Grass Cutting		3,640
Projects		0
<b>TOTAL EXPENDITURE</b>		<b>£28,760</b>
<b>INCOME:</b>		
Concurrent Expenditure Grant		2,817
<b>TOTAL INCOME</b>		<b>£2,817</b>
<b>AMOUNT REQUIRED</b>		<b>£25,943</b>

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LESS COUNCIL TAX SUPPORT GRANT	-949
AMOUNT TO BE RAISED	£24,994
TAXBASE	£1,382.62
<b>PRECEPT</b>	<b>£18.08</b>

**22/029 TO FIX THE PRECEPT FOR THE FINANCIAL YEAR 2022/23:**

It was resolved to fix the precept at £18.08. This is an increase of 48p (2.7%).

Action: Clerk to advise WLBC

**22/031 PURCHASE OF SPID (deferred from 10<sup>th</sup> January SPC Meeting):**

Councillor Herbert provided a verbal update on the progress made by the Working Group. A formal interim report will be provided to the SPC February Meeting, and it was expected that some minor expenditure (relating to wheelie bin stickers etc) would require discussion and approval.

The choice of SPID has been subject to a detailed specification and feedback from other Parush Councils. However, there are some issues to address before any purchase is made such as the suitability of existing mounting posts for solar SPIDs. There will also be an ongoing revenue cost for the movement and charging of SPIDs by a contractor, depending on the number of SPID movements that are decided.

There was some discussion regarding the moving of the SPID. Best practice is to run a 6-week cycle with SPID moved every 2 weeks, with return to original position in 6 weeks.

However, the cost of this may be restrictive.

It was also acknowledged that the data collection capability of SPID would assist in deciding the best times to move SPID across the seasons.

**22/032 ITEMS FOR FUTURE AGENDAS:**

Councillor C Marshall requested an update regarding the need for warning signage at Merscar Lane junction. Clerk to provide information received from LCC so that the exact location can be confirmed.

The Chair closed the meeting at 9pm