

SCARISBRICK PARISH COUNCIL

Minutes of the meeting of the Parish Council held at the National Services Club, Bullens Lane, at 7.30pm on Monday 22nd January 2024.

PRESENT:

Councillor A Blundell (in the Chair)
Councillor J Marshall
Councillor N Makin
Councillor C Berks
Councillor S Roberts
Councillor A Pickersgill

Mrs J Smith (Clerk) in attendance

There were no members of the public present.

24/018 APOLOGIES:

Apologies were received from Councillor C Marshall and Councillor G Pratt.

24/019 DECLARATIONS OF INTEREST:

There were no declarations of interest.

24/020 CONFIRMATION OF THE MINUTES:

It was resolved to:

Approve the minutes of the meeting held on Monday 8th January 2024.

24/021 ADJOURNMENT OF THE MEETING:

The meeting was not adjourned.

24/022 BUDGET REPORT 2023/24 Q3 (OCTOBER 23 TO DECEMBER 23):

There was a discussion regarding the current budget position and potential expenditure up to 31st March 2024, including payroll, grants to local community organisations, and other planned activities.

It was resolved that:

The budget report be approved.

24/023 BANK RECONCILIATION OCTOBER 23 TO DECEMBER 23:

The verified bank reconciliation was noted.

24/024 2024/25 RESERVES:

During 2023/24 reserves have been used to fund SPID kit and post installation on Southport Road. Further expenditure from reserves relating to SPID upgrades will occur before 31st March 2024.

It was noted that the categorisation of reserves between earmarked and general has been amended as per internal audit advice.

The level of reserves expected to be held as at 31/03/24 is £80,000 (earmarked £61,621 and general £18,379). However, as this is dependent on the actual year-end bank balance some adjustment may be required.

The current level of reserves and estimates for 2024/25 were noted. The Clerk/RFO will provide an updated 2024/25 Reserves report for consideration when year-end bank balances are known.

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24/025 TO AGREE THE BUDGET FOR THE FINANCIAL YEAR 2023/24:

The budget workings produced by the Clerk were discussed and it was agreed that there will be inflationary pressures during 2023/24 along with uncertainties around the level of the NJC pay increase for 24/25.

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.

Some funding for projects during 2024/25 will be from earmarked reserves and this will assist in keeping the precept as low as possible.

Other budget headings have been increased to take account of inflation so that usual activities such as planned regular maintenance, grants to organisations and parish newsletters could continue.

It was resolved to approve the 2024/25 budget as follows:

2024/25 BUDGET	£
EXPENDITURE:	
Payroll Costs	14,400
Clerk's Expenses	275
General Administration	4,880
Subscriptions	1,050
Grants (inc S137)	1,000
General Maintenance	5,000
Contractual Maintenance	3,640
Training	200
Projects	1,000
TOTAL EXPENDITURE	£31,445
INCOME:	
Concurrent Expenditure Grant	2,894
TOTAL INCOME	£2,894
AMOUNT REQUIRED	£28,551
LESS COUNCIL TAX SUPPORT GRANT	-968
AMOUNT TO BE RAISED	£27,583
TAXBASE	£1,440.70
PRECEPT	£19.15

24/026 TO FIX THE PRECEPT FOR THE FINANCIAL YEAR 2023/24:

The precept of £19.15 represents an increase of 38p (2%) from the previous year.

It was resolved to:

Fix the 2024/25 precept at £19.15.

Action: Clerk to advise WLBC

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24/027 PLANNING WORKING GROUP TERMS OF REFERENCE

It was resolved to:

Approve the terms of reference.

24/028 ITEMS FOR FUTURE AGENDAS:

Cllr Roberts requested that the Pinfold Primary consultation be included on February agenda.

Cllr Roberts requested that the Morris Dancers telephone box be included on February agenda.

CONFIDENTIAL ITEMS - members of the public may be excluded under the provisions of the Public Bodies (admission to meetings) Act 1960 on grounds of the confidential nature of the business to be transacted.

24/029 PARISH CLERK APPRAISAL:

It was resolved to:

Approve incremental uplift to the Clerk's salary with effect from 1st April 2024 as per her contract of employment.

The Chair closed the meeting at 8:40pm