

Keswick and Intwood Parish Council Meeting on 14th January 2014
Minutes of the Meeting held at the Low Farm House 19.00.

Present: Ruth Ripman (RR) (Chair); Kevin Hanner (KH); Diana Bulman (DB); Therese O'Leary Jones (TJ); and Phillip Brooks (PB) (Clerk).

1. To finalise the Parish precept for 2014-15

At the Council meeting on 20th November 2013 it was resolved in principle to retain the Precept at the same level as 2013-14.

Subsequent to that meeting and having received information from South Norfolk Council (SNC) about the tax base and grant amount for 2014 – 15, PB circulated the following options (agreed with the Accountancy Team at SNC) for consideration by Councillors:

a) Maintaining the total funding required at £5,250.

Amount required: 5,250

Grant: 375

Precept: 4,875

Tax base: 185

Band D charge: $5,250 - 375 = 4,875 / 185 = £26.35$.

In this example the Band D charge reduces from last year's figure of £26.53 because the increase in Tax base from 181 to 185 provides more income than the reduction in grant.

b) Increasing the total funding required to £5,350.

Amount required: 5,350

Grant: 375

Precept: 4,975

Tax base: 185

Band D charge: $5,350 - 375 = 4,975 / 185 = £26.89$.

c) Maintaining the Band D charge at £26.53.

Amount required: 5,283

Grant: 375

Precept: 4,908

Tax base: 185

Band D charge: $5,283 - 375 = 4,908 / 185 = £26.53$.

After a brief discussion it was resolved to:

- adopt the draft budget for 2014-15 attached to these minutes; and
- set the Precept on the basis of option (c) which maintained the Band D charge at the same figure as 2013-14.

TJ asked that this decision be included in the next edition of the Newsletter (**Action PB**)

The meeting closed at 19.15.

Phillip Brooks
Parish Clerk
16th January 2013.

Keswick and Intwood Parish Council. Draft Budget 2014-15.

	2013-14 (Budget)	2013-14 (Actual)	2014-15
Receipts			
Precepts	5,250	5,250	<i>5,250</i>
VAT Refund	-	-	-
Interest on Deposit Account	-	-	-
Cont. Reading Room Cttee.	-	-	-
Total	<u>5,250</u>	<u>5,250</u>	<u>5,250</u>
 Payments			
NALC Subscription	111	116	<i>116</i>
NRCC Subscription	25	20	<i>20</i>
Audit Fee	162	100	<i>100</i>
Internal Audit Fee	-	35	<i>35</i>
Insurance	580	554	<i>554</i>
Clerks Salary	2,120	2,520	<i>2,520</i>
Clerk's Expenses	880	200	<i>200</i>
Ladywell Accounting (PAYE service)	31	31	<i>31</i>
Legal expenses	-	-	-
VAT Recoverable	-	50	<i>50</i>
Reading Room Maintenance	500	500	<i>500</i>
Sundry	100	100	<i>100</i>
Total	<u>4,509</u>	<u>4,226</u>	<u>4,226</u>
 Budget Surplus	 <u>741</u>	 <u>1,024</u>	 <u>1,024</u>

Notes:

Italic figures in Actual column are the estimated spend.

Phillip Brooks (Clerk and RFO)

11th January 2014