

MINUTES OF THE BUDGET MEETING OF SAUGHALL AND SHOTWICK PARK  
PARISH COUNCIL held on 20 January 2003 at the Vernon Institute, Saughall

In attendance: Councillor Mrs M Anderson  
Councillor A Bailey (in the Chair)  
Councillor CW Eyton  
Councillor Mrs P Humphrey  
Councillor B Kerr  
Councillor A Marsden  
Councillor C Moss  
Councillor R Shukla  
Councillor RA Storrar  
Councillor Mrs JE Storrar  
Councillor A Warrington  
Councillor Mrs D Whitton  
Councillor Mrs J Young

22 CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillor Moss declared an interest in the issues to be discussed as he was the owner of the Parish Room for which the Council paid rent.

Councillor Kerr declared an interest also as he was the Chairman of the Cheshire Community Council, an organisation that may be contracted to undertake paid work for the Parish Council.

APOLOGIES FOR ABSENCE

Apologies were received from:

Councillor Mrs J Johnson

23 DESIGNATED FUNDS

The Council considered its budget in respect of the current year 2002/2003 and agreed to establish further designated funds.

RESOLVED: That

- (1) a designated fund be established for the Golden Jubilee Park and the funds of £1,000 currently under the Queen's Golden Jubilee budget head be transferred to this fund; and
- (2) a designated fund be established for Community Safety and the £500 currently under the Community Safety budget head be transferred to the fund.

24 DETERMINATION OF THE PARISH COUNCIL'S BUDGET FOR 2003/2004 AND THE PARISH PRECEPT

The Council received details of payments made from 1 April 2002 up until 6 January 2003, estimated expenditure and income to the end of March 2003, the 2002/2003 Budget, its proposed budget for 2003/2004 as agreed by the Finance and General Purposes Committee at its meeting on 14 November 2002, and the parish tax base – 2003/2004 – Council Tax.

Members considered each budget head in turn and debated the funding that would be required over the next year against each one in order to carry out the Council's activities and provide an appropriate level of service both effectively and efficiently. After substantial deliberation the 2003/2004 Parish Council budget was agreed.

RESOLVED: That

- (1) the Parish Council budget for 2003/2004 be agreed as set out in Appendix 1; and
- (2) the Clerk be requested to inform Chester City Council's Director of Corporate Services that the Parish Council requires a precept of £32,592 for 2003/2004 (Appendix 2);

APPENDIX 1

SAUGHALL AND SHOTWICK PARK PARISH COUNCIL - BUDGET 2003/2004

| Budget Head                                      | Proposed<br>2003/2004 | Priority |
|--|-----------------------|----------|
| <b>Environment Matters</b>                       |                       |          |
| Best Kept Village Competition                    | 250.00                | 1        |
| Noticeboards                                     | 150.00                | 1        |
| Street Cleaning                                  | 9,000.00              | 1        |
| Trees  | 500.00                | 2        |
| Litter Bins                                      | 500.00                | 2        |
| VI Clockface refurbishment                       | 1,000.00              | 1        |
| Grass Cutting (Playing Fields) (Weekly cut)      | 2,400.00              | 1        |
| Golden Jubilee Park                              | 4,000.00              | 1        |
| Play Field Maintenance                           | 500.00                | 1        |
| Play Equipment (rolling replacement programme)   | 2,000.00              | 1        |
| Sub Total  | 20,300.00             |          |
| <b>Finance and General Purposes</b>              |                       |          |
| (a) Administration                               |                       |          |
| Clerk's salary and NI                            | 8,500.00              | 1        |
| Administration Expenses                          | 700.00                | 1        |
| Parish Councillor's Expenses                     | 250.00                | 1        |
| Computer   | 700.00                | 1        |
| Parish Plan                                      | 500.00                | 1        |
| Newsletter publication costs                     | 500.00                | 1        |
| Training/Seminars                                | 500.00                | 1        |
| IT Fund  | 500.00                | 1        |
| Sub Total  | 12,150.00             |          |
| (b) Annual Payments                              |                       |          |
| Parish Room rental and associated costs          | 2,500.00              | 1        |
| Audit Fees                                       | 400.00                | 1        |
| Donations/Honorarium                             | 250.00                | 2        |
| Insurance  | 1,250.00              | 1        |
| Subscriptions (APC £500, PFA £20, Com Cl<br>£30) | 700.00                | 1        |
| VI Clock Service                                 | 200.00                | 1        |
| Website Hosting                                  | 150.00                | 1        |
| Homewatch Support                                | 250.00                | 1        |
| Golden Jubilee Park Loan Repayment               | 3,656.00              | 1        |
| Sub Total  | 9,356.00              |          |
| (c) Vernon Institute - Annual Grant              | 1,000.00              | 1        |
| (d) Contingency                                  |                       |          |
| <b>Highways Matters</b>                          |                       |          |
| Street Lighting                                  |                       |          |
| Bus Shelter replacement                          | 2,000.00              | 1        |
| Bus Shelter maintenance                          | 1,500.00              | 1        |
| Traffic Calming                                  | 500.00                |          |
| Sub Total  | 4,000.00              |          |
| <b>Grand Total</b>                               | <b>46,806.00</b>      |          |

**APPENDIX 2**

**SAUGHALL AND SHOTWICK PARK PARISH COUNCIL  
PRECEPT CALCULATION 2003/2004**

**2002/03**

|                         |            |
|-------------------------|------------|
| Budget                  | £39,978.00 |
| Precept                 | £32,974.00 |
| Council Tax<br>(Band D) | £28.27     |

|                       |               |        |
|-----------------------|---------------|--------|
|                       | £             |        |
| Estimated Income      | 83,538        |        |
| Estimated Expenditure | 34,268        |        |
| Less Purchase of Land | <u>27,000</u> |        |
| Surplus               | 22,270        | 22,270 |

Less money in Designated Funds

|                     |       |        |
|---------------------|-------|--------|
| Vernon Institute    | 3,043 |        |
| Play Equipment      | 3,000 |        |
| Footpaths           | 513   |        |
| Golden Jubilee Park | 1,000 |        |
| Community Safety    | 500   | -8,056 |

|                         |               |
|-------------------------|---------------|
| Balance Carried Forward | <u>14,214</u> |
|-------------------------|---------------|

**2003/2004**

|                    |               |
|--------------------|---------------|
| Draft Budget       | 46,806        |
| Less Balance C/Fwd | <u>14,214</u> |
| Required Precept   | 32,592        |

|                   |         |
|-------------------|---------|
| Tax Base (Band D) | 1,174.3 |
|-------------------|---------|

|     |       |
|-----|-------|
| Tax | 27.75 |
|-----|-------|

|                   |     |
|-------------------|-----|
| Increase/Decrease | -2% |
|-------------------|-----|