

Events, Environment and Finance Committee Report: Coxhoe Parish Council



16 November 2020

Claire Llewelyn – Clerk and Responsible Finance Officer

Please note: due to the current Government measures for Covid-19, the Parish Council will meet virtually via Zoom. If any members of the press or public wish to attend to make a statement or raise a question, the meeting can be accessed by downloading Zoom and using this link <https://us02web.zoom.us/j/83566464541?pwd=ekRFUE1LUHBKM2xNbVA4OXJaUFNPUT09> or by dialling +44 203 901 7895 (Meeting ID: 835 6646 4541 Passcode: 314247).

Please use the links throughout this report (in blue) to access further reports and minutes. This report follows the agenda for the meeting.

Note that the Committee has delegated powers for Events and Environment, not for Finance.

1 Zoom meeting information and [Parish Council Public Participation Policy](#)

Cllrs and the Public are reminded of the Parish Council's Social Media Policy. Please be aware that a Zoom meeting could be recorded by any active participant without knowledge (for example on their phone). Councillors are reminded of all other Parish Council policies, which can be found on the website and in your handbooks.

2 To note apologies

3 To receive declarations of interest in items on the agenda

4 To confirm [the minutes of the meeting of this Committee held on 16 November 2020](#) (enclosed: to be countersigned by the Clerk and to be signed by the Chair when possible)

5 Public Participation

6 To consider any important matters relating to Parish Council events

7 To note the Parish Council Reserves Policy (which will be discussed at the monthly meeting on 2 December 2020; the draft Policy is enclosed)

This Committee should note and take account of the Reserves Policy. The Clerk has recommended this draft [Reserves Policy](#) to be agreed by full Council on 2 December and will be able to report the results of the discussion to this Committee.

Recommendation: note the Council's Reserves Policy.

8 Consider the Parish Council's current and future budgets (enclosed) The [budget document](#) will assist with 8a, 8b and 8c.

a) To consider the budget and projected reserves for 2020 to 21

Note the projected budget and note projected overspends notably:

- 4610 Christmas lights

Recommendation: note the budget, potential overspends, and projected reserves for 2020 to 21.

b) To consider the action plan and the budget for 2021 to 22

The **action plan** should be considered alongside the budget, to ensure the funding for projects is included.

The Clerk recommends the Council considers earmarking some reserves for expenditure in the next financial year particularly on elections, and that there are no contingencies in the budget for the sports field and pavilion, or for taking on other projects which may be taken on such as Quarrington Hill Churchyard. Earmarking reserves will reduce what the Council needs to set the precept for while still being able to carry out the desired activity.

The Clerk has made amendments following the Committee meeting on 16 November where she was asked to consider the suggestions made during discussion.

Recommendation:

1. update the action plan with proposed activity for 2021 to 22 to recommend to full Council.
2. Recommend earmarked reserves for full Council to consider.
3. Agree the 2021 to 22 budget the Committee wishes to recommend to full Council.

c) To consider a recommendation to Council of the precept for 2021 to 22

The Clerk will bring confirmation to the meeting if available about the tax base. It appears the County Council is suggesting there may be an increase in the tax base which is likely to mean a small decrease in the amount of precept required per household in order to stand still.

At the meeting the Committee should look through and amend each section of the draft budget in order to reach the amount of precept it wishes to recommend.

Recommendation: confirm the amount of precept this Committee wishes to recommend to the Council for agreement in January.

11 Date and time of next meeting: Monday 8 February 2021, 6.00pm

Councillors are asked to note that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity.