

Pirton Parish Council



Minutes of Pirton Parish Council Annual Budget Meeting held on 21 November 2024 at 7.30 pm

www.pirtonparishcouncil.org.uk

Present:

Cllr J Rogers (Chairman), Cllr D Burleigh, Cllr A Goodman, Cllr S Maple

In attendance:

Mr E Roberts (Parish Clerk & RFO)

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**1. Public participation.**

No members of the public were present.

**2. To receive and accept apologies for absence.**

Apologies for absence were received and accepted from Cllrs Parkin and Rowe. Cllr Topliff did not attend.

**3. To review fees and charges for the next financial year.**

Car Parking Fees at Great Green had been increased to £10 per permit two years ago. It was **AGREED** by all present to keep them at this level for 2025-26.

It was **AGREED** to keep the allotment rentals at their current rate of £40 for a full plot for the next financial year. The Clerk was asked to find out fee levels for allotment rents from other parish councils.

**4. To agree budget figures for income and expenditure for 2025-2026.**

The RFO had circulated suggested figures for 2025-2026. Some amendments were agreed and were incorporated into the document at Appendix A.

### **Council Expenses**

PWLB loan figure to show borrowing requirement of £400k. Interest repayment figure in budget is representative, as actual repayments vary with variable interest rates. No draw down is planned prior to April 2025.

### **Village Maintenance**

Street Cleaner to receive the new National Living Wage from 1 April 2025 at a minimum of £12.21 an hour.

### **Project Pots**

- Bury Trust to remain at £1000 for 2025-26
- Professional fees to increase to £1000 in light of anticipated spend.
- Neighbourhood Plan to reduce to zero.
- Parish Paths to reduce to £250
- Pond to be £1000.
- Tennis courts to be zero.
- Sports Pavilion pot to consist solely of the £400k loan.

### **Income**

Tennis Club payment to be raised by 2% in line with inflation.

Those members present **AGREED** the above figures as published at Appendix A. The budget will be formally adopted at a meeting in January 2025 when the precept will be set.

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**5. To agree a precept figure for 2025-2026.**

The RFO went through the observations recorded by the auditor following the interim internal audit conducted on 20 November 2024. These included a number of comments on the new pavilion project, including the amount of contingency, the level of the Council’s reserves and the VAT position with regard to the build. He advised spending no more money on the project until all funding was secured.

Those members present at the meeting took on board his comments, particularly with regard to the Council’s reserves.

It was agreed to defer a decision on the level of precept for 2025-26 until the 16 January 2025 extraordinary council meeting. It was expected that by this date notification of the Football Foundation grant would be received, thus influencing any decision on the continuation of the new pavilion project and therefore the level of precept required.

**Meeting closed at 9.20pm**

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## Appendix A – Budget Figures vs. Last Year (precept to be confirmed in January 2025)

**PIRTON PARISH COUNCIL****BUDGETS**

as at Nov 24

**EXPENDITURE**

|                                        | Agreed<br>Budget<br>2024-2025 | Predicted<br>Outcome<br>2024-<br>2025<br>WEF<br>11.24 | Draft<br>Annual<br>Budget<br>2025-2026 |
|----------------------------------------|-------------------------------|-------------------------------------------------------|----------------------------------------|
| Clerk's Salary & PAYE<br>Salary & PAYE | 11,000.00                     | 11,000.00                                             | 12,000.00                              |
| <b>Sub-Total</b>                       | <b>11,000.00</b>              | <b>11,000.00</b>                                      | <b>12,000.00</b>                       |
| Office Expenses                        |                               |                                                       |                                        |
| Office Expenses                        | 360.00                        | 360.00                                                | 360.00                                 |
| Telephone                              | 240.00                        | 240.00                                                | 240.00                                 |
| Postage & Mileage                      | 350.00                        | 300.00                                                | 350.00                                 |
| Stationery                             | 320.00                        | 250.00                                                | 320.00                                 |
| <b>Sub-Total</b>                       | <b>1,270.00</b>               | <b>1,150.00</b>                                       | <b>1,270.00</b>                        |
| Council Expenses                       |                               |                                                       |                                        |
| Audits                                 | 700.00                        | 590.00                                                | 700.00                                 |
| Bank Charges                           | 72.00                         | 72.00                                                 | 72.00                                  |
| Chairman's Expenses                    | 0.00                          | 0.00                                                  | 0.00                                   |
| Community Day                          | 250.00                        | 125.00                                                | 250.00                                 |
| Council                                | 100.00                        | 0.00                                                  | 100.00                                 |
| Election Expenses                      | 0.00                          | 0.00                                                  | 0.00                                   |
| PWLB Loan                              | 27,000.00                     | 0.00                                                  | 28,000.00                              |
| Room Hire                              | 700.00                        | 700.00                                                | 700.00                                 |
| Insurance                              | 2,850.00                      | 2,791.00                                              | 2,850.00                               |
| Newsletter                             | 1,000.00                      | 1,000.00                                              | 1,250.00                               |
| Training                               | 350.00                        | 50.00                                                 | 300.00                                 |
| Website / IT                           | 1,000.00                      | 900.00                                                | 1,200.00                               |
| <b>Sub-Total</b>                       | <b>34,022.00</b>              | <b>6,228.00</b>                                       | <b>35,422.00</b>                       |
| Sundry Payments                        |                               |                                                       |                                        |
| Grants                                 | 1,500.00                      | 1,500.00                                              | 1,500.00                               |
| Royal British Legion                   | 40.00                         | 40.00                                                 | 40.00                                  |
| Others                                 | 500.00                        | 150.00                                                | 500.00                                 |
| <b>Sub-Total</b>                       | <b>2,040.00</b>               | <b>1,690.00</b>                                       | <b>2,040.00</b>                        |
| Village Maintenance                    |                               |                                                       |                                        |
| Dog Bins                               | 1,800.00                      | 1,800.00                                              | 2,000.00                               |
| General Mntce.                         | 500.00                        | 250.00                                                | 500.00                                 |
| Grass - Village                        | 2,880.00                      | 2,400.00                                              | 2,880.00                               |
| Parish Paths                           | 500.00                        | 823.00                                                | 500.00                                 |
| Street Cleaner                         | 3,600.00                      | 3,600.00                                              | 3,750.00                               |
| Tree Warden                            | 500.00                        | 250.00                                                | 500.00                                 |
| <b>Sub-Total</b>                       | <b>9,780.00</b>               | <b>9,123.00</b>                                       | <b>10,130.00</b>                       |

PIRTON PARISH COUNCIL  
BUDGET MEETING MINUTES  
21 November 2024

Signed .....

Date.....

|                    |                  |                  |                  |
|--------------------|------------------|------------------|------------------|
| Recreation Ground  |                  |                  |                  |
| Clubhouse          | 0.00             | 0.00             | 0.00             |
| Grasscutting       | 2,868.00         | 3,750.00         | 3,750.00         |
| Groundsman         | 2,811.00         | 2,811.00         | 2,811.00         |
| Maintenance        | 500.00           | 0.00             | 500.00           |
| Tennis Courts      | 850.00           | 700.00           | 850.00           |
| <b>Sub-Total</b>   | <b>7,029.00</b>  | <b>7,261.00</b>  | <b>7,911.00</b>  |
| Play Areas         |                  |                  |                  |
| Playground         | 1,000.00         | 500.00           | 1,000.00         |
| NHDC Inspections   | 120.00           | 100.00           | 120.00           |
| <b>Sub-Total</b>   | <b>1,120.00</b>  | <b>600.00</b>    | <b>1,120.00</b>  |
| Allotments         |                  |                  |                  |
| Water Usage        | 150.00           | 150.00           | 160.00           |
| Rental             | 100.00           | 100.00           | 100.00           |
| <b>Sub-Total</b>   | <b>250.00</b>    | <b>250.00</b>    | <b>260.00</b>    |
| Subscriptions      |                  |                  |                  |
| Chiltern Society   | 30.00            | 30.00            | 30.00            |
| CDA                | 36.00            | 36.00            | 36.00            |
| CPRE               | 36.00            | 36.00            | 36.00            |
| HAPTC              | 744.39           | 744.39           | 780.62           |
| Info.Commissioner  | 35.00            | 35.00            | 35.00            |
| SLCC               | 140.00           | 148.00           | 150.00           |
| Others             | 0.00             | 0.00             | 0.00             |
| <b>Sub-Total</b>   | <b>1,021.39</b>  | <b>1,029.39</b>  | <b>1,067.62</b>  |
| <b>EXPENDITURE</b> | <b>67,532.39</b> | <b>38,331.39</b> | <b>71,220.62</b> |

**Project Pots**

|                          |                   |                  |                   |
|--------------------------|-------------------|------------------|-------------------|
| Bury Trust               | 1,000.00          | 1,000.00         | 1,000.00          |
| Hedges, Trees & Planting | 0.00              | 0.00             | 0.00              |
| Professional Fees        | 500.00            | 500.00           | 1,000.00          |
| Neighbourhood Plan       | 500.00            | 500.00           | 0.00              |
| Parish Paths (P3)        | 500.00            | 500.00           | 250.00            |
| Playground               | 500.00            | 3,198.00         | 500.00            |
| Pond                     | 1,150.00          | 420.00           | 1,000.00          |
| Sports Pavilion          | 405,000.00        | 45,000.00        | 400,000.00        |
| Tennis Courts            | 500.00            | 0.00             | 0.00              |
| Youth Council            | 0.00              | 0.00             | 0.00              |
|                          | <b>409,650.00</b> | <b>51,118.00</b> | <b>403,750.00</b> |

**TOTAL OVERALL OUTGOINGS**

|                   |                  |                   |
|-------------------|------------------|-------------------|
| <b>477,182.39</b> | <b>89,449.39</b> | <b>474,970.62</b> |
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Date.....

**INCOME**

|                              |                   |                  |                   |
|------------------------------|-------------------|------------------|-------------------|
| Precept                      | 62,200.00         | 62,150.00        | 62,200.00         |
| Bank Interest                | 0.00              | 0.00             | 0.00              |
| Rentals                      | 3,690.00          | 3,681.00         | 3,756.00          |
| Grants                       | 800.00            | 850.00           | 800.00            |
| Donations                    | 0.00              | 0.00             | 0.00              |
| New Pavilion                 | 402,000.00        | 10,000.00        | 402,000.00        |
| Other Income inc VAT reclaim | 10,000.00         | 14,000.00        | 10,000.00         |
| <b>INCOME</b>                | <b>478,690.00</b> | <b>90,681.00</b> | <b>478,756.00</b> |

|                                      |                   |                  |                   |
|--------------------------------------|-------------------|------------------|-------------------|
| <b>OPERATING SURPLUS / (DEFICIT)</b> | <b>411,157.61</b> | <b>52,349.61</b> | <b>407,535.38</b> |
|--------------------------------------|-------------------|------------------|-------------------|

|                   |            |           |            |
|-------------------|------------|-----------|------------|
| Plus Project Pots | 409,650.00 | 51,118.00 | 403,750.00 |
|-------------------|------------|-----------|------------|

|                                    |                 |                 |                 |
|------------------------------------|-----------------|-----------------|-----------------|
| <b>OVERALL SURPLUS / (DEFICIT)</b> | <b>1,507.61</b> | <b>1,231.61</b> | <b>3,785.38</b> |
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