

**RIVENHALL PARISH COUNCIL
MINUTES OF THE PRECEPT MEETING HELD ON 27TH NOVEMBER 2012.**

Present: Cllrs. Abbott, Bills, Wright, Prime, Brailey and Clark.

In the Chair: Cllr. Bills (Vice-Chairman) for items 689, 690, 691, 693, 695 and 696 as the Chairman was delayed in attending; Cllr. Abbott (Chairman) for all other items.

Also present: Parish Clerk and 1 member of the public.

689.. Apologies for Absence.

An apology was received from Cllr. Turner. Cllr. Abbott apologised for his late attendance due to an overrunning meeting at BDC.

690.. Declarations of Interest.

There were no Declarations of Interest relative to this meeting.

691.. Public Forum.

No matters were brought to the attention of Members.

692.. Discussion and Agreement of the proposed budget items for year 2013/2014.

The Clerk had distributed to each Member copies of his budget estimate for 31st March 2013 and for year 2013/2014.

Proposed by Cllr. Bills, seconded by Cllr. Prime and unanimously agreed that the following Budget figures, as presented by the Clerk/RFO be agreed for the year 2013/2014:

- i.. Parks & Open Spaces... £5570.00
- ii.. Administration... £7830.00
- iii.. Payments made under Section 137... £105.00
- iv.. Capital Projects... £7000.00

The Clerk agreed to investigate the level of cash balances appropriate for this Parish Council and report back.

693.. Requirements under the Audit Regulations.

- i. Appointment of Responsible Financial Officer (RFO).

Proposed by Cllr. Wright, seconded by Cllr. Prime and unanimously agreed that the Parish Clerk continue as the Responsible Financial Officer for the year 2013/2014.

- ii. Appointment of Internal Auditor.

Proposed by Cllr. Prime, seconded by Cllr. Brailey and unanimously agreed that Mrs. Ann Clarke be reappointed Internal Auditor for the year 2013/2014 with an agreed fee of £60.00.

694.. To set the Precept for the year 2013/2014.

Taking the budget figures at item 692 above, the proposed budget for 2013/2014 is £13505.00, excluding £7000.00 from reserve funds for capital expenditure.

Less the estimated overall budget saving for 2012/2013 of £1338.00 and BDC's PSG figure of £1737.00 the estimated budget expenditure for 2013/2014, therefore, is £10430.00

Proposed by Cllr. Wright, seconded by Cllr. Brailey and unanimously agreed that, subject to any Government restrictions, a precept amount of £9776.00 be levied for the year 2013/2014.

This gives an estimated Band D equivalent Council Tax of £33.67.

This Budget and Precept was recommended for final approval at the next Parish Council meeting on 4th December 2012.

695.. To consider planning applications with decision date prior to December PC meeting.
There were no planning applications to be considered at this meeting.

696.. Date of the next meeting.
Tuesday 4th December 2012 in The Henry Dixon Hall, commencing at 20.00 hours.

697.. Closure.
The Chairman closed the meeting at 20.50 hours.

Signed:

CHAIRMAN

Date: