

**RIVENHALL PARISH COUNCIL.
DRAFT MINUTES OF THE PRECEPT MEETING HELD ON 11th DECEMBER 2019
IN RIVENHALL VILLAGE HALL.**

Present: Cllrs. Abbott, Wright, A'Lee, Cairns, Elliott and Prime.

In the Chair: Cllr. Abbott

Also present: Parish Clerk.

1916. Apologies for Absence.

No apologies were received.

1917. Declarations of Interest.

Cllr. Abbott declared a pecuniary interest in item 1919 (ii) re the Chairman's Allowance.

1918. Adjournment for 10 minutes.

No members of the public were present to raise any matters.

1919. Discussion and Agreement of the proposed budget items for year 2020/2021.

The Clerk had, with the agenda, distributed to each Member copies of his budget estimate to 31 March 2020 and for the year 2020/2021.

Following a brief discussion it was **proposed by Cllr. Wright, seconded by Cllr. Prime and agreed with one abstention** that the following Budget figures be agreed for the year 2020/2021:

i.	Parks & Open Spaces.	£7,425.00
ii.	Administration.	£8,417.00
iii.	Payments made under Section 137.	£120.00
iv.	Reserve Fund.	£7,000.00

1920. Requirements under the Audit Regulations.

i. Appointment of Responsible Financial Officer (RFO).

Proposed by Cllr. Abbott, seconded by Cllr. Wright and unanimously agreed that the Parish Clerk continue as the Responsible Financial Officer for the year 2020/2021.

ii. Appointment of Internal Auditor.

Proposed by Cllr. Abbott, seconded by Cllr. Wright and unanimously agreed that Mrs Ann Clarke be reappointed Internal Auditor for the year 2020/2021.

1921. To set the Precept for the year 2020/2021.

Taking the budget figures at item 1919 above, the proposed budget for 2020/2021 is £22,962.00 excluding £7,000.00 from reserve funds for any major/capital expenditure. Less the BDC's estimated Street Cleaning Grant of £1915.00 the estimated budget expenditure for 2020/2021, therefore, is £14,047.00 .

Proposed by Cllr. Abbott, seconded by Cllr. Prime and unanimously agreed a Precept amount of £12,000.00 to be levied for the year 2020/2021.

This gives an estimated Band D equivalent Council Tax of £44.86, £1.19 more than 2019/2020.

This Budget and Precept was recommended for final approval at the next Parish Council meeting on 7th January 2020.

1922. To consider any planning applications with decision date prior to the January meeting.

There were no planning applications that warranted immediate attention at this meeting.

1923. Date of the next meeting.

Tuesday 7th January 2020 in Rivenhall Village Hall commencing at 20.00 hours.

1924. Closure.

The Chairman closed the meeting at 20.25 hours.

Signed:..... Date:.....

CHAIRMAN