



BEKESBOURNE-WITH-PATRIXBOURNE PARISH COUNCIL

Minutes of the extraordinary meeting held on Monday 15th December 2023 at 7:30pm at St Mary's Church, Patrixbourne.

Minutes to be formally agreed at the next meeting.

1. Those Present

Parish Cllr David Sladden (Chairman); Parish Cllr Mary Evans;
Parish Cllr Andrea Nicholson Parish Cllr Christien Sladden;
Parish Cllr Christien Ash;

Mrs N. Purcell (Clerk to the council)
There were 0 members of the public present.

2. Apologies for Absence

Parish Cllr Caroline Tuffey;
Parish Cllr Joanne Watt (Vice Chair);
Parish Cllr Mark Rhodes;

3. Declarations of councillor interests relevant to this agenda

A. Nicholson – Churchwarden for St Mary's Patrixbourne

4. To Consider the Draft Budget & Precept request for 2024-25

The draft budget for 2024-25 has been prepared by the Clerk/Responsible Finance Officer and presented to councillors for consideration. It was discussed line by line. New projects: Highways improvements budget to be increased to £4,400.

Resolved: It was proposed by C. Ash and seconded by A. Nicholson to adopt the presented budget.

Outcome: All in favour, motion carried.
Agreed budget attached as Appendix A

Resolved: It was proposed by M. Evans and seconded by C. Sladden to set the precept at £23,164.00.

Outcome: all in favour, motion carried.
Precept breakdown for each household band attached as Appendix B.

- **Meeting Closed 19:56**

It was agreed that these minutes are a true and accurate record:

Signed: _____ (Chair)

Date: _____

Appendix A: Final Agreed Budget 2024/25

Bekesbourne with Patricbourne PC Budget 2024-25					
CONCURRENT FUNCTION FUNDING	2023-2024	2023-24	2024-25	Clerk/RFO Notes.	
INCOME	BUDGET	PROJECTED	BUDGET		
APPLIED FOR AMOUNT			£ 4,288.00	this amount is fixed. This funding is for maintenance of rec grounds and play areas	
AWARDED AMOUNT	£ 4,288.00	£ 4,288.00			
	2023-24	2023-24	2024-25		
	BUDGET	PROJECTED	BUDGET		
CFF EXPENDITURE					
Amount given to RGMC	£ 4,093.00	£ 4,093.00	£ 4,193.00		
Play area annual inspection	£ 195.00	£ 90.60	£ 95.00		
	£ 4,288.00	£ 4,183.60	£ 4,288.00		
Under/over spend on CFF	£ -	-£ 104.40			
	2023-24	2023-24			
	BUDGET	PROJECTED			
PRECEPT EXPENDITURE					
Burial grounds - St Mary's Patricbourne	£ 200.00	£ 200.00	£ 200.00	assumes a contribution from bridge	
Burial grounds - St Peter's Bekesbourne	£ 500.00	£ 500.00	£ 500.00		
Parish Council insurance	£ 1,050.00	£ 1,313.93	£ 1,400.00		
Clerk's salary	£ 11,000.00	£ 10,089.91	£ 11,000.00		
Admin - clerks expenses	£ 100.00	£ 91.00	£ 100.00	50/50 shared expences with clerk's second PC employment	
slcc membership	£ 165.00	£ 187.00	£ 200.00	valuable tool	
Training	£ 500.00	£ -	£ 500.00	for staff and councillors	
KALC subscription	£ 380.00	£ 385.80	£ 400.00	valuable tool, legal advice, resources	
Subscription to LS&NRMG	£ -	£ -	£ 25.00	allow for this as havnt contributed in 2 years, may be asked this year	
Internal audit fee	£ 90.00	£ 90.00	£ 90.00	has been the same for several years	
External audit fee	£ 300.00	£ 504.00	£ 510.00	Mazars LLP - (more expensive than previous auditors)	
Elections	£ 900.00	£ 101.92	£ -	no further election until 2027	
Water for allotments	£ 90.00	£ 90.00	£ 90.00	this amount ahs been adequate	
Allotment expenditure	£ 110.64	£ -	£ 350.00	fence repair & contingency	
Reproduction of further walkers maps	£ 30.00	£ -	£ -	will monitor the desire for maps	
Play Area Maintenance/repair	£ 1,000.00	£ 216.00	£ 500.00	good to have an amount set aside incase any new matters occur in inspections/emergencies, add to reserves.	
Event/other expenditure	£ 500.00	£ -	£ -	no events planned	
Amount to cover potential loss of concurrent award	£ -	£ -	£ -	have adequate amount in reserves for this	
Website hosting	£ 300.00	£ 95.96	£ 300.00	new provider: Hugo Fox	
Domain Name	£ 15.99	£ 17.99	£ 20.00	a requirement	
Emergency Repairs for PC land/property	£ 2,000.00	£ -	£ -	already have adequate amount in reserves so no need to add more.	
Clerk Phone Contract	£ 70.00	£ 60.00	£ 60.00		
Hall Fees for meetings	£ 168.00	£ 168.00	£ 200.00	additional amount added to allow for any extraordinary meetings	
CPRE			£ 40.00		
election expenses	£ 450.00	£ 101.92	£ -	not required	
additional grants awarded	£ 2,000.00	£ 2,000.00	£ 2,500.00	sensible to increase the budget, as predicted to spend the whole amount from this year	
new projects: highways			£ 4,400.00	assuming £1400 for 4x traffic speed surveys+ £3,000 for TRO	
TOTAL EXPENDITURE	£ 21,919.63	£ 16,213.43	£ 23,385.00		
INCOME					
Bank interest	£ -	£ 1.18	£ -		
Allotment Rentals	£ 200.64	£ 188.76	£ 221.28	assuming all allotments allocated + an annual increase in rent	
Sale of Walkers maps	£ 30.00	£ -	£ -		
TOTAL INCOME	£ 230.64	£ 189.94	£ 221.28		
PRECEPT CALCULATIONS					
Total expenditure	£ 21,919.63		£ 23,385.00		
Total income	£ 230.64		£ 221.28		
Total expenditure(expenditure - income)	£ 21,688.99		£ 23,163.72		
PRECEPT	£ 22,213.99	21%	£ 23,163.72	4.28%	

Appendix B: Precept Breakdown

Bekesbourne with Patricbourne PC Precept Breakdown 2024/25

Actual Amount to be billed 2024/25

Year	Total Precept	Council Tax Base	Annual @ Band A	Annual @ Band B	Annual @ Band C	Annual @ Band D	Annual @ Band E	Annual @ Band F	Annual @ Band G	Annual @ Band H
2024/25	£23,164	368.03	£41.96	£48.95	£55.95	£62.94	£76.93	£90.91	£104.90	£125.88
			Monthly @ Band A	Monthly @ Band B	Monthly @ Band C	Monthly @ Band D	Monthly @ Band E	Monthly @ Band F	Monthly @ Band G	Monthly @ Band H
			£3.50	£4.08	£4.66	£5.24	£6.41	£7.58	£8.74	£10.49

Actual Amount of Increase 2024/25

Year	Total Precept Increase	Council Tax Base	Annual @ Band A	Annual @ Band B	Annual @ Band C	Annual @ Band D	Annual @ Band E	Annual @ Band F	Annual @ Band G	Annual @ Band H
2024/25	£950	368.03	£1.72	£2.01	£2.29	£2.58	£3.15	£3.73	£4.30	£5.16
			Monthly @ Band A	Monthly @ Band B	Monthly @ Band C	Monthly @ Band D	Monthly @ Band E	Monthly @ Band F	Monthly @ Band G	Monthly @ Band H
			£0.14	£0.17	£0.19	£0.22	£0.26	£0.31	£0.36	£0.43