

Minutes of the Meeting of Taverham Parish Council held on Monday 24 January 2022, held in Suite 2 at Taverham Village Hall, commencing at 7.00pm, when there were present:

Mrs C Karimi-Ghovanlou

Mrs L Barrington-Smith	Mrs S Parkinson
Mrs B Clarke	Mr P Savage
Mr A Harris	Mr N Starling
Mr B Knights	Mrs M Temple
Mrs J Latchford	Mrs J Tyler
Mr S Matthews	Mr C Wilson-Town
Mrs P Mooney	Mr T Yousefian

Also present: Clerk and Responsible Financial Officer

27/22 Apologies for Absence None.

28/22 Declarations of Interest None.

29/22 The Minutes of the Council Meeting held on 10th January 2022 were confirmed as correct and were signed by the Chairman.

30/22 Adoption of Main Council and Committee expenditure budgets for 2022/23

The committee expenditure budgets had been proposed by the relevant Committees on 13th December 2021. The draft Council expenditure figures had been provided to Councillors in advance of the meeting along with explanatory notes.

The Responsible Financial Officer explained that the increased budget proposed included higher energy costs in relation to street lighting and for additional street lights at Taursham Park, off Beech Avenue. In addition three new budget headings were included for the Warden's Van, Publicity and Taverham Parish Council Events for the Queen's Jubilee. The Council considered the proposed budget and it was noted that inflation had had an impact on the proposed budget. It was regrettable that costs had increased but was necessary to ensure funding was in place to cover services for the community.

Main Council	Budget Heading	£
Administration	Office sundries, stationery, website, postage, copier (lease and usage), phone/internet, room hire, office rent (incl Petty Cash £500) etc	8,500
Miscellaneous	Insurance, internal/external audit fees, subscriptions, licences, fees, journals, warden items, staff/Councillor training, PATCH sundries, publicity, minutes binding, maintenance of noticeboards / bins / youth shelters / office equipment	14,500
Salaries	Clerk, RFO, Assistant Clerk, Warden/Handyman, Weekend Warden, Keyholder, PATCH Administrator, Hmdow Cleaner, payroll bureau, Employer's NI and pension costs, Warden absence cover	139,000
Contingency	Unexpected costs	* 1,500
Painting Contract	Play equipment, car park markings, fencing and gates	0

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Taverham Parish Council

24th January 2022

Minor Projects	Projects arising in the year	5,000
Grants	Support for local groups in need of small-ish sums/churchyard maintenance	*690
Recycling	Purchase of appropriate items from recycling bank receipts	1,000
Youth Provision	Youth worker's pay, youth room rent, minor repairs	* 14,185
Section 137	Items which the Council considers would be beneficial to the community but cannot be funded under any parish council statutory powers, plus Churchfield grass cutting	* 1,285
Allotments	Lease, upkeep, allowance for unexpected costs	2,000
Streetlighting	Energy costs	18,125
	Maintenance contract	2,430
	Repairs – items not covered by contract eg, vandalism	3,000
	Lamp upgrade programme	0
	Structural/Electrical testing	0
Community Safety	Winter-weather safety and other safety issues	* 1,000
New Office Project	This replaces Office Ext Project	10,000
Agencies	Verge cutting (on behalf of County Council)	7,900
Neighbourhood P	Neighbourhood Plan - Consultancy	0
Warden's Van	Hire costs, insurance and diesel	5,315
Publicity	Local newsletter and additional publicity	* 3,100
TPC Events	Events by Taverham Parish Council	3,000
General Reserves	General Reserve	* 10,000
	TOTAL	£251,500

31/22 Executive Committee expenditure budget bids for 2022/23 were before the Meeting for approval

Executive Committees' expenditure budget confirmed as follows:-

Recreation	£33,460
Sports	£66,890
Woodlands	£14,430
Total	£114,780

32/22 Precept Requirement Calculation

The following information on estimated 2021/22 year-end balances and projected income for 2022/23 was before the Meeting:-

A 2021/22 Income (excess/shortfall):

Council (including Agencies)	£ 1,418.00
Recreation Committee	0.00
Woodlands Committee	0.00
Sports Committee	2,659.18
Total income excess	£4,077.18

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Taverham Parish Council

24th January 2022**B 2021/22 Expenditure (under/-overspend):**

Council (including Agencies)	£10,516.00
Recreation Committee	550.00
Woodlands Committee	3,900.00
Sports Committee	10,900.00
Total expenditure underspend	£25,866.00

Net surplus projected for 2021/22 year end (A+B) **£29,943.18**

C Estimated income for 2022/23

Hinks Meadow - Hall Hire	10,000.00
Hinks Meadow – Football Pitch Hire	6,700.00
Allotment Rents	2,000.00
County Council – for library garden maintenance	180.00
Recycling	1,000.00
Agency Fees – County Council (Verge Cutting)	5,200.00
Bank Interest	50.00
Total	£25,130.00

Total (A+B) + C To be taken off gross expenditure budget **£55,073.18**

Gross expenditure budget (Council & Committees)	£366,280.00
Less 2021/22 net surplus and 2022/23 projected income	£55,073.18

Equals net expenditure (Precept Amount) **£311,206.82**

Councillors discussed the proposed budget and Mrs Karimi-Ghovanlou proposed the Council's Precept of £311,207, Mr Starling seconded, and this was unanimously agreed.

The District Council had confirmed a Council Tax Base figure of 3576 for Taverham for 2022/23. A Precept of £311,207 would therefore result in an approximate "per household" cost of £87.03, a £16.41 increase per household per year.

33/22 To approve requests for training

It was agreed to book 5 spaces on the Councillor Refresher training course in the total sum of £225.

34/22 To consider quotes for tree works at Sandy Lane Play Area

The Clerk had been unable to obtain quotes for the work as contractors had indicated that they were unwilling to stump grind as it may cause damage to the roots of the remaining trees. It was suggested that the trees that were to be felled could be left as high stumps which could then be carved to provide interest. It was agreed that, should the tree work not be completed before the start of the nesting season, the play area project should be progressed and the tree work could be addressed at a later date.

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35/22 It was resolved to close the meeting to the public and press under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the following agenda item

36/22 To receive an update regarding the legal matter currently under discussion by the Council

The Clerk reminded the Meeting of the background to the matter. Councillors requested that further legal advice be sought.

The meeting closed at 8.45pm.

Signed

Dated