

# Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

## Clerk to the Parish Council

S Endersby

## Admin Assistant

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## MINUTES

of the meeting of the Finance Committee of Godstone Parish Council  
on **Friday 8 December 2023** at **10.30am** at the **Bounty, Godstone Green.**

Members: Cllrs C White, S Farr, Cllr I Smith and Cllr C Farr  
Apologies: Cllr L Case  
Present: S Endersby (Clerk)

### 1. Apologies for absence

1.1 There were apologies from Cllr L Case due to a personal commitment.

**RESOLVED** - The meeting was deemed quorate.

### 2. Declaration of Interest

- 2.1 It was noted that there were no specific pecuniary interests to any items on the agenda, but that the councillors present are parishioners who pay towards the council precept.
- 2.2 Dispensations granted to each member of the committee on the grounds that the transaction of business will be impeded given the number of Councillor's who would otherwise be prohibited from participating in item 5.

### 3. Minutes of previous meeting held on 29 November 2023

3.1 Due to workload and the time frame since the last meeting, the minutes of the last meeting were not yet complete.

**ACTION FC12/23 - 1** - Approval of the minutes of the meeting held on 29 November 2023 postponed to the next committee meeting.

### 4. Budget for the year 1 April 2024 - 31 March 2025

- 4.1 Review Draft Budget v.2 and agree budget for the financial year 1 April 2023 - 31 March 2024
- The committee noted that ACTION FC11/23 – 10 – 1, 2, 4, 5, 7 and 8 had been completed and information circulated to the committee.
  - The committee noted that ACTION FC11/23 – 11 had been completed and an updated draft budget (v.2) had been circulated to the committee.
  - The committee noted that on review of the FY2023-24 budget actual spend to date the following amounts were estimated to be remaining at the end of the financial year and should be considered when noting any negative balance when balancing budgeted income against expenditure for FY2024-25

Nominal Code	Code Description	Estimated carry forward - unexpended balance	
4000	Salaries	£8000	Admin assistant appointed FY23-24 to start Jan 24
4070	Rent	£2400	Old rental amount paid as agreed until Sale, Sale not currently completed. May complete before end of FY.
4120	Staff Training	£500	Some training completed.
4470	Pathways	£2000	No emergency/work undertaken up to month 7.
		<b>£12,900</b>	<b>TOTAL</b>

iv. It was proposed that £5k from CIL funds be allocated to Christmas lights.

**RESOLVED** – The Committee unanimously agreed that £5k of CIL funds be allocated to Christmas lights for FY2024-25.

v. The committee reviewed Draft Budget v.2 and each budget line.

vi. A proposed precept of £77,720 was considered.

vii. On considering the proposed precept amount this would mean an Estimated income £94,861; Estimated Expenditure £106,177; net balance of -£11,316.

viii. Noting the potential carry forward (4.1 iii.), the committee concluded that it was very likely that the negative net balance could be covered by funds carried forward.

**ACTION FC12/23 - 2** – Draft Budget v.3 to be circulated to councillors in advance of the full council meeting on 8 January 2024.

**5 Agree Precept for the year 1 April 2024 - 31 March 2025** - to recommend to the Parish Council at the Parish Council meeting on 8 January 2024 for approval.

**RESOLVED** – The Committee unanimously agreed that it be proposed to full council that the precept be set at £77,720 for FY2024-25.

**12 Date of next meeting** – To be confirmed when required.

----- Meeting closed -----

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Committee Chairperson

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Dated