

## Melchet Park & Plaitford Parish Council

### *Minutes of meeting held at New Forest Post Production Studio on 27<sup>th</sup> November 2023*

#### **Present**

K Curtis (Chairman)  
N Curtis

S Bowles  
AW Porter

PJ Cross  
CS Stacey

#### **Apologies**

No apologies were received.

*The minutes of the 20<sup>th</sup> November 2023 meeting were agreed and signed.*

#### **Interests**

No interests were declared.

#### **Matters Arising**

There were no matters arising.

#### **Finance**

- a) Cllr Stacey proposed and Cllr Cross seconded that the Clerk's salary should be increased to £13.73 per hour in accordance with her contract: this was resolved.
- b) The Budget Control Report was received.
- c) Income: £1800 from TVBC (precept) was noted.
- d) D/Ds already paid: £18.00 to Unity Trust Bank (bank charges) collected 30<sup>th</sup> September 2023; £152.80 to HMRC (PAYE) for the second quarter of 2023-24 collected 25<sup>th</sup> October 2023 were approved.
- e) BACS payments: £497.50 to J Wright (Clerk's salary including back pay); £15.30 to P Cross (councillor's expenses); £225.60 to J Wright (Clerk's expenses + reimbursement) were approved.
- f) The draft Budget for 2024-25 was considered. Cllr Bowles proposed and Cllr N Curtis seconded that draft budget should be approved and that a precept of £3800 for 2024-25 should be requested: this was resolved.
- g) The minor changes to the Risk Assessment were considered. Cllr K Curtis proposed and Cllr N Curtis seconded that the Risk Assessment was satisfactory: this was resolved.

*Meeting closed at 8.30 pm*

#### **Date of Next Meeting**

15<sup>th</sup> January 2024 at 7.30 pm at the New Forest Production Studio.