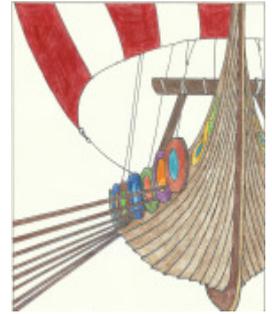


Cliffsend Parish Council

The Village Hall, Foads Lane, Cliffsend, CT12 5JH
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Minutes of the Finance Working Party Held on 1st December 2020 via Zoom

Present – Cllr Rogers, Cllr Ashley, Cllr Mortimer, Alison Willoughby-Browne

The Finance Working Party met to discuss the budget and precept submission for 2021-2022 financial year.

The budget vs actual for 2020-2021, proposed budget for 2021-22 and net worth reports were circulated before the meeting.

1. Bank balance 30th November £48,099.42
 2. Each line of the budget vs actual was examined and compared with proposed budget 2021-22.
- Income; the precept for the next financial year was discussed; County Councils 5% increase, should we consider this for the precept as it is our only income other than VAT refunds? It was felt that due to the current financial climate the precept should be held static (dependent upon the formula used for calculating).
 - Expenditure; a thorough analysis was carried out, including -
 - Clerk - no increase in salary.
 - Ongoing support for Village Hall was discussed; salary for Clerk to do accounts work, lounge could be used as CPC office?
 - Website; accessibility? Hugo Fox has explained that the website is accessible if browser is enabled.
 - Insurance; Clerk to investigate with a view to reducing premium.
 - Training; keep in budget and see what is available.
 - KALC subscription; all present said no to renewal.
 - Maintenance; benches etc will need attention in 2021, have bench fund.
 - Democratic services; will have to use contingency if a by-election is requested.
 - Highways Improvement Plan; a request for £10k was submitted.

Proposed budget shows a deficit.

Should our net worth be more than twice the precept? Likely to show this in cash assets towards the year end. In comparison to other parishes, we are a small Council with small financial flows.

Report findings to full Council 10th December.