



## Minutes of Cobham Parish Council Budget Meeting

Monday 12<sup>th</sup> December 2022 at 7.30pm

Meeting took place on Zoom

Present

Cllr Mike Booth (Chairman), Cllr Steve Dyer (Vice Chair), Cllr Bennett Smith,

Cllr Matt Mason, Cllr Gabriella Gabbitas, Cllr Rosemary Dymond

Present

Charles Amis (Clerk)

**1. Apologies for Absence** – Cllr Mat Peterson-Pearce, Cllr Margaret Haig, Cllr Robert Pryor

**2. Declarations of Interest** – None

**3. The Parish Council to consider the amount spent so far for 2022/23 and to produce a budget until the end of the financial year March 2023**

A general discussion then followed around the budget spread sheet produced for the meeting.

### General Costs

**Training** – The clerk had completed the Introduction to Local Council Administration (ILCA) and was looking to complete CILCA which costs £415. It was felt that this was important for the clerk and would benefit the parish council. It was agreed to allocate £1000 to training.

**Maintenance Man** – The maintenance man litter picks all of the main roads in the parish and around the playing field. CPC currently pay the living wage at £8.91 per hour. The living wage will increase to £10.25 per hour from 1<sup>st</sup> April 2023. It was agreed to budget £2,000 and to increase the control based on 4 hours per week for 48 weeks per year which is invoiced to the council.

**Elections** – If there has to be election for parish councillors in May 2023 then this would trigger a cost to CPC charged by GBC. It was agreed to make a budget provision of £4,000, being halfway between the suggested costs from GBC which were from £2,300 and £8,000.

### Clerks Employment Costs

**Clerk's Salary** – Cllr Booth had discussed with the Clerk and Cllr Dyer and proposed an immediate increase to the clerk's salary based on the National Association of Local Councils (NALC) pay scales.

The clerk works 15hrs per week and the new hourly rate is £13.21 per hour - £10,303 per annum

**Clerk's Office** - It was agreed that the clerk should be entitled to claim a contribution to the cost of running his home office and it was agreed that he should invoice the council a nominal figure of £300 per annum.

Public Toilets – It having been previously agreed that we should continue to operate the Public Toilets while recognising that this is a major cost as a percentage of our total expenditure. £10,000 was allocated to the budget. A review of the costs and the opening hours will be done. People counters have been installed to measure the footfall and help justify the continued operation. A separate water meter will be installed.

#### Community Grants

These are provisionally agreed at the budget meeting to support various community organisations who should complete a grant application form

**Action:** Clerk to send the Cobham and Luddesdown Parish magazine a grant application form for the Christmas and Easter editions of the parish magazine.

It was decided not to support Luddesdown Rights of Way Group this year. CPC had given a grant of £50 for publicity this financial year.

Youth Club – CPC received £2,771 from Barclays Bank when the previous youth club's bank account had been permanently closed. CPC can put this money towards the running costs of the youth club. It was decided to allocate a grant of £500 to the youth club.

Royal British Legion received £68 this year. It was decided to allocate £75 for next year.

St Mary's Church Rooms – The Local Funding Group needs £75,000 to apply for a grant to All Churches. It was agreed to allocate £2,500 for next year.

Pre School – They have put a poster on the parish council noticeboards. Although the pre-school is run as a business it is a community facility. It was agreed to allocate £250.

Village Pump – The brickwork needs a repoint in a couple of places as there are some cracks plus some weeding. It was agreed to allocate £500.

Maintenance of Sweeps Hole Pond – It was agreed to allocate £750.

Defibrillators – The replacement pads and batteries have cost £615. It was agreed to allocate £600. The defibrillator had been stolen from Sole Street Railway Station.

Parish Noticeboards – The Sole Street noticeboard is starting to curl at the edges. The Cobham notice board is fine. No budget allocated.

The War Memorial will need some maintenance. Action: Clerk to ask the individual who carried out the works at Ifield War Memorial.

Other Village Community Costs. £4400.00 - To include Community Celebrations, Blooming Britain and General Maintenance of village assets

#### Other Capital Expenditure to be spent from reserves and grant support;

Childrens Corner	£48,000
Playing Fields Car Park	£11000
Village Gateway Signs	£4000
Village Signs	£10000

**4. To compare spending throughout 2022/23 with the budgetary predictions of 2023/24 and that budgetary needs are met when requesting the precept for 2023/24.**

Initially £40,000 was suggested for the precept but there was a further discussion that suggested the precept should be £45,000. There are 1,200 households within Cobham Parish and £45,000 equates to increase of only £14.52 per year

**5. Requests for consideration from Parish Councillors**

The Clerk requested a copy of the Arnold Baker 13<sup>th</sup> Edition which provides all of the details of the legislation that the parish council needs to know to carry out its functions and the cost is £131.99.  
Agreed

The Clerk also asked to join the Society of Local Council Clerks which provides further benefits to CPC. The cost of membership is £215 per annum.  
Agreed

The Clerk raised the Warm Hub scheme which provides a warm space for parishioners to meet during the day. Volunteers would be needed to run the Warm Hub. It was felt that the current social clubs are providing this function and it may be difficult to recruit volunteers.

The next parish council meeting will be on Tuesday 10th January 2023 at the St Mary's Church Rooms.

Meeting closed at 9pm