

COLNEY HEATH PARISH COUNCIL

✉ Address: Highfield Park Visitor Centre, Hill End Lane AL4 0RA
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MINUTES OF COLNEY HEATH PARISH COUNCIL BUDGET COMMITTEE MEETING HELD AT THE ATRIUM, HIGHFIELD PARK VISITOR CENTRE, ST ALBANS ON THURSDAY 14 NOVEMBER 2024, 11.05am

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| Members in attendance | |
| Cllr J Clemow (Colney Heath Ward) Cllr G Shaw (Colney Heath Ward) | Cllr C Tallents (Colney Heath Ward) Clerk of the Council, Mrs L Peters |
| Other attendees Finance Officer, Mrs M Gilbert | |
| 24/25 BC-01 | APOLOGIES & ANNOUNCEMENTS No apologies were required as all members of the Committee were in attendance. It was confirmed that 2 councillors were audio recording the meeting. |
| 24/25 BC-02 | DECLARATIONS OF INTEREST a) None declared b) It was confirmed that no written requests for dispensations were received. c) No dispensations received in advance. |
| 24/25 BC-03 | QUESTIONS FROM THE PUBLIC <i>No suspension required as no members of the public in attendance.</i> |
| 24/25 BC-04 | MINUTES OF THE PREVIOUS COMMITTEE MEETING The minutes of the previous meeting held 6 th December 2023 were noted as circulated. There were some typos noted and these would be amended. The minutes were duly proposed, seconded and RESOLVED to be a true and accurate record of the meeting. Motion carried. |
| 24/25 BC-05 | Q2 FINANCIAL REPORT The report was noted as circulated. There were questions on several items including common expenditure and what this related to, specific items were confirmed. |
| 24/25 BC-06 | PARISH COUNCIL BUDGET 2025/26 a) The budget report was noted as circulated and the RFO recommendation of 2.73% increase to the Precept was also noted. b) The 1 st version of the spreadsheet was noted as circulated and taken as read. Councillors went through the budget line by line. There were questions to the RFO on the following income topics: <ul style="list-style-type: none"> • It was noted that there was no agreement on the use of the recreation ground car park, the rent was for the pavilion and one single pitch only • The income relating to the ponds at The Warren was noted • Oaklands were being chased for payment of an advert for the Kite, in future all payments would need to be received and cleared prior to approval to print There were questions to the RFO on the following expenditure topics: <ul style="list-style-type: none"> • The Committee referenced the 'staffing review' when discussing wages, members requested that the payroll be justified but did not expand on how this would be justified. • Building inspections including legionella assessments and testing was noted as a requirement • Councillor training was discussed but no changes made |

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| | <ul style="list-style-type: none"> • The list of subscriptions was noted and this was requested for review at the May Council meeting • Park inspections should be regular – at the moment not checked routinely, costs were for operational inspections by a third party quarterly to spread the costs of small replacement parts and regular inspections • Next tree survey was due in 2026 and would be from the next budget • The Tarmac wayleave was confirmed to be for access to the recreation ground • S106 funds for Roestock Park were expected and would be checked with SADC for their allocation and receipt • Addition of Roestock Hut/Repairs and Maintenance £500 <p>There was no further comments raised on the budget and budget codes. It was duly proposed, seconded and unanimously RESOLVED by a show of hands that the 2025/26 budget was recommended to be approved subject to the changes as stated in these minutes with an approximate expected income of £200,906.00 and an expenditure of £182,910.00 this would be subject to Council approval.</p> <p>Motion carried</p> |
| 24/25 BC-07 | <p>PARISH COUNCIL RESERVES 2025/26</p> <p>The reserves spreadsheet was noted as circulated. Councillors again went through the spreadsheet line by line. Councillors noted the suggested levels of reserve and would like to review again at the end of the financial year. It was duly proposed, seconded and RESOLVED that the reserves be set as they were subject to changes to be made by Council or at year end.</p> <p>Motion carried</p> |
| 24/25 BC-08 | <p>PRECEPT RECOMMENDATION 2025/26 TO FULL COUNCIL</p> <p>After discussions between members it was duly proposed, seconded and unanimously RESOLVED that the recommendation to Council would be a 2.5% increase on the Precept for the 2025/26 financial year.</p> <p>Motion carried</p> <p>The Chair thanked all for their attendance and closed the meeting at 1.50pm</p> |

Meeting closed at 1.50pm
 L Peters LCGI PSLCC CPFA CiLCA
 Clerk to the Council
 Drafted 03/12/2024

