

**MINUTES OF THE PARISH COUNCIL MEETING**  
**OF BUCKLAND BREWER PARISH COUNCIL HELD ON**  
**WEDNESDAY 9<sup>th</sup> JANUARY 2019 AT 8:00 IN**  
**THE PARISH CHURCH SCHOOL ROOM**

**Members Present:** Mrs Marie Douglas, Mr Jim Lowe, Mr Trevor Mills, Mrs Rosemary Sanders and Mr David Watson.

**Also in attendance:** 1 member of the public

**Parish Clerk:** Mr P Blossie

<b>KEY: Actions are shown in bold blue type    Decisions are shown in bold red type</b>
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**847. Apologies for Absence** Barbara Babb, Andrew Hewitt, George Heywood, Elisa Hurley, Cllr Alison Boyle and Cllr. Barry Parsons

**848. Minutes of the Meeting of the Parish Council held on 12<sup>th</sup> December 2018:** The minutes of the meeting held on 12<sup>th</sup> December 2018 were agreed and signed.

**849. Declarations of Interest** None

**850. Public Participation** None

**851. Budget and precept setting: 2019/20, including a review of receipts and payments in the first 9 months of 2018/19:** The Clerk had previously distributed a budget monitoring report for the period 1<sup>st</sup> April to 31<sup>st</sup> December 2018 which included an estimated outturn for 2018/19 and a draft budget for 2019/20 (see Appendix 1). He explained the report in some detail, highlighting any significant over or under-spends and any notable changes in the proposed budget for the following year. In particular, he explained that the £4,000 annual budget for the preparation of the amenity and school fields was no longer needed and could be replaced by an annual maintenance budget of £500. The balance of the Heywood Funds Reserve that had been allocated for the same project was also available for future projects. Total reserves brought forward this year were £17,253 and were forecast to be £18,814 by the end of the financial year. Having an independent income stream of about £8,000 a year in excess of the parish precept put the council in a very strong financial position.

It was reported that, since preparing the draft budget, a quotation had been received for resurfacing the road around the village green. This was slightly less than £6,000, much cheaper than the previous quotation and it was agreed that, by using some of the reserves previously allocated to the amenity fields, the Parish Council would be able to meet this cost in 2019/20 and still maintain an acceptable General Reserve. In addition, the Chair recommended that a budget of £1,500 for a Community Services Fund should be established to meet other local community demands.

The Clerk recommended that the Parish Precept should be increased roughly in line with inflation. This year's taxbase had reduced by about 1.5%, meaning that a 3.5% increase in precept would result in a 5% increase in the council tax rate. It was agreed that it would be unacceptable to increase the precept sufficiently to both meet the cost of resurfacing the village green and balancing the budget for 2019/20, so it was agreed that the precept increase should be limited to 3.5% (from £11,715 to £12,125). This would result in a shortfall in the 2019/20 budget of about £3,000 to be met from reserves.

The Clerk recommended some other minor changes to the allocated reserves: that the Election Expenses Reserve should be increased to £2,000 for the current year and £2,100 for 2019/20; that the Winter Maintenance Reserve should be increased from £2,500 to £2,750; and that the Air Ambulance Reserve should be written down by the actual expenditure each year reducing it to £2,000 at the end of 2018/19 and £1,750 for 2019/20. It was also noted that the Bruce Brown Bequest had a balance of £1,985. It was felt that this would be sufficient to purchase another defibrillator to be installed at Thornhillhead, but it was also agreed that the Bruce's family should be consulted before any decision was made.

The proposed changes were made to the budget in real time resulting in the Revised Draft Budget shown at Appendix 2. This will be discussed further and ratified at the next meeting on 24<sup>th</sup> January 2019. The deadline for submitting the precept request to Torridge Council is 25<sup>th</sup> January 2019.

**There being no further business, the meeting closed at 9:10 pm**

**Dates of Future Meetings:**

Parish Council: Thursday 24<sup>th</sup> January 2019, 7:30pm, Parish Church School Room

**Signed as a true record:**

**Chairman:** ..... **Date:** .....