



Minutes of Carlton Colville Town Council Finance and Personnel Committee Members meeting on Wednesday 16th November 2022 at the Town Council Office, Hall Road, NR33 8BT.

The meeting started at 6.30 pm.

MINUTES

1. **To Note Members Present and to receive, note and accept apologies for absence**
Present: Chairperson Julie Hall, Councillors Clare Varela, Rachael Arnott
2. **To receive any declarations of interest regarding the agenda**
None
3. **To consider applications for dispensation**
N/A
4. **To approve and sign the minutes of the Finance and Personnel Committee Meeting held on 22nd November 2021**
It was RESOLVED by all that these were true and accurate and were duly signed
5. **Clerks Appraisal**
Comments were received and read out and it was agreed that this had been an exceptional year for the Town Council with Alison's involvement and enthusiasm a lot had been achieved in the community including the Suffolk Community Award. Alison would like to pass on her thanks to all members of the council for their continuing help and support.
6. **To discuss and agree clerk's salary based on National Joint Council figures for 2022**
It was RESOLVED by all that the clerk's salary should be increased to reflect the recent National Joint Council Agreement backdated to April 1st 2022. It was also agreed that subject to full council approval the clerk should move to the next scale point 26 from 1st April 2023.
7. **To List and agree regular payments**
All payments apart from direct debits and bank charges were brought to Town Council for agreement prior to payment but a list of regular payments was agreed and put on file.
8. **To file CIL Report to East Suffolk Council**
The CIL report was agreed and signed.
9. **To discuss budget figures v actual spend forecast 2022/2023**
These were reviewed with no issues and continue to be presented monthly to full council

10. To set and agree budget and precept figures based on the information received from ESC for 2023/2024

Following discussions and explanations by the clerk to was agreed by all to set the precept at £57,926.36 subject to approval at the full Town Council meeting on 7th December 2022. This would show a 0% change on 2023/2024 council tax bills and seemed fair given the current climate and cost of living crisis. The budget would be set at £50445

11. To discuss reserves and breakdown of ring-fenced monies for 2023/2024

It was agreed to ring fence reserve monies as below subject to sign off from full council with a view this could be moved around during the year with agreement.

Earmarked from Reserves

Community Centre Hub project	28666
Street Art Project Carlton Meadow Park	3000
Fabric Building upgrade at Community Centre	20000
Election Costs	8500
Neighbourhood Planning	9000
Community Centre Play area	23000
Carlton Colville Family Fest	5000
The Graylings Community Garden	1500
Friendly Bench	200
Kings Jubilee	1000
St Peters Cemetery	5000
Play areas	10000

Total Earmarked £116366

In line with the Reserves policy it was agreed to hold 1 year's precept as a Reserve

12. To discuss any matters in abeyance for next meeting or not noted anywhere else on the Agenda

None

13. To close the meeting

Meeting closed at 7.45 pm

Signed..... Date.....