



Minutes of Carlton Colville Town Council Finance and Personnel Committee Members meeting on Wednesday 22nd November 2023 at the Town Council Office, Hall Road, NR33 8BT.

The meeting started at 6.30 pm.

1. **To Note Members Present and to receive, note and accept apologies for absence**
Present: Chairperson Rachael Arnott, Councillors Julie Hall, Clare Varela
2. **To receive any declarations of interest regarding the agenda**
None
3. **To consider applications for dispensation**
N/A
4. **Clerks Appraisal**
Comments were received by Councillors and Community Centre committee members and were read out and it was agreed that Alison continued the role with enthusiasm, proactiveness and commitment. Alison would like to pass on her thanks to all members of the council for their continuing help and support
5. **To discuss and agree clerk's salary based on National Joint Council figures for 2023**
It was RESOLVED by all that the clerks salary should increase to reflect the recent National Joint Council Agreement backdated to April 1st 2023.
6. **To List and agree regular payments**
All payments apart from a 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.
7. **To file CIL Report to East Suffolk Council**
The Cil report was agreed and signed
8. **To discuss budget figures v actual spend forecast 2023/2024**
These were reviewed with no issues and continue to be presented monthly to full council
9. **To set and agree budget and precept figures based on the information received from ESC for 2024/2025**
The Council's Tax Base for the coming year will be 2,667.73 Band D Equivalent properties
Following discussions and explanations by the clerk to was agreed by all to set the precept at £57,836.39 subject to approval at the full Town Council meeting on 6th December 2023. This would show a 0% change on 2024/2025 council tax bills and

seemed fair given the current climate and cost of living crisis. £21.68 would be the charge for each Band D property. The budget would be set at £57,835.00

10. To discuss reserves and breakdown of ring-fenced monies for 2024/2025

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	
Childrens Activities	5,000.00
Neighbourhood Plan	6,142.96
CIL	3,480.21
Community Hub	22,156.74
The Graylings Community Garden	1,440.00
Play Areas	12,979.54
Queens Jubilee Bench	4,000.00
Outside Area Community Centre	23,000.00
Fabric maintenance Community Centre	20,000.00
New Notice Board	2,000.00
	100,199.45

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

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

None

12. To close the meeting

The Meeting closed at 7.35 pm

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