



RAYNE PARISH COUNCIL

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Minutes of the **Budget & Precept** meeting of Rayne Parish Council held on **Monday 13th November 2023** at **7.30pm** in the Old School Rooms, Shalford Road for the purpose of transacting the following business:

Members present:

Cllr T Agutter
Cllr M Eldred
Cllr A Hooks (Chair)
Cllr M Stringer
Cllr C Murton

Cllr J Nicholls
Cllr J Rickwood
Cllr H Lugger
Cllr P Willis
Cllr S Wilsdon
Cllr T Rippingale

Members of the Public: 2

MINUTE NUMBER	BUSINESS
23/130	APOLOGIES
	No apologies were received. Cllr Eldred had a prior engagement and would be arriving later.
23/131	DECLARATION OF INTEREST
	Cllr T Agutter declared a pecuniary interest as the supplier of parish council IT services and recipient of payments. Cllr Rippingale declared a non-pecuniary interest as Manager of the Groundsmen.
23/132	PUBLIC FORUM
	There were 2 members of the public present who wanted to put a case forward for grants in the 2024 budget.
23/133	CONSIDERATION OF THE PROPOSED BUDGET AND PRECEPT 2024/25
23/133.1	To consider and agree the Budget for 2024/25 The budget was discussed line by line and agreed. Proposed: Cllr Wilsdon, Seconded: Cllr Nicholls. All agreed.
23/133.2	To consider and agree the Precept Demand for 2024/25 This was discussed at length with the residents having to pay the extra tax kept in mind so the rise in percentage of precept was kept as low as possible. It was agreed that the precept demand will be no more than £59,295. Proposed: Cllr Murton, Seconded by Cllr Nicholls. All agreed

23/134	OUTCOME OF GRANT APPLICATIONS To consider the applications for Precept Grants for 2024/25 as follows:
23/134.1	Parochial Church Council of All Saints Rayne – Application for Focus Magazine £1,200 Proposed: Cllr Willis, Seconded: Cllr Rippingale. All agreed
23/134.2	Rayne Village Hall – Application for Defibrillator Management £81.00 Proposed: Cllr Nicholls, Seconded: Cllr Rickwood. All agreed
23/134.3	Rayne Village Hall – Application for CIP Toilets Opening £1,050 Proposed: Cllr Agutter, Seconded: Cllr Rickwood. All agreed
	At this time, Cllr Eldred arrived at the meeting.
22/135	REQUIREMENTS OF THE AUDIT REGULATIONS
22/135.1	Appointment of the Responsible Financial Officer (RFO) It was proposed that the Clerk continues in their role as the RFO. Proposed: Cllr Hooks, Seconded: Cllr Murton. All agreed.
22/135.2	Appointment of the RFO Auditor It was proposed that Cllr Willis would continue as RFO Auditor. Proposed: Cllr Hooks, Seconded: Cllr Nicholls. All agreed.
22/135.3	Agreement of Bad Debt Policy There were no changes to the Bad Debt Policy. Proposed: Cllr Agutter, Seconded: Cllr Lugger. All agreed.
22/135.4	Agreement of Financial Regulations There were no changes to the Financial Regulations. Proposed: Cllr Willis, Seconded: Cllr Rippingale. All agreed.
22/135.5	Agreement of Financial Standing Orders There were no changes to the Financial Standing Orders. Proposed: Cllr Agutter, Seconded: Cllr Lugger. All agreed.
22/136	INTERNAL AUDITOR
22/136.1	To receive the Year End report from Jan Stobart This was received on the May agenda – no issues were raised. Proposed: Cllr Agutter, Seconded: Cllr Stringer. All agreed.
22/136.2	To confirm the appointment letter for Jan Stobart Mrs Jan Stobart has agreed to audit the accounts for 2023/24. Proposed: Cllr Willis, Seconded: Cllr Wilsdon. All agreed.
22/137	DATE OF NEXT MEETING
	The next Parish Council Meeting will be held on Monday 4 th December 2023.
22/138	CLOSURE
	All business having been transacted the meeting closed at 20.22

Signed:

Dated: 4th December 2023