



RAYNE PARISH COUNCIL

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Minutes of the **Budget & Precept** meeting of Rayne Parish Council held on **Monday 25th November 2024** at **7.30pm** in the Old School Rooms, Shalford Road for the purpose of transacting the following business:

Members present:

Cllr M Eldred (Chair)	Cllr J Rickwood
Cllr A Hooks (Vice Chair)	Cllr H Lugger
Cllr S Gray	Cllr J Richards
Cllr C Murton	Cllr T Rippingale
Cllr J Nicholls	

Members of the Public: 3

MINUTE NUMBER	BUSINESS
24/150	APOLOGIES
	Apologies were noted from Cllr Agutter
24/151	DECLARATION OF INTEREST
	Cllr Rippingale declared a non-pecuniary interest as Manager of the Groundsmen.
24/152	PUBLIC FORUM
	There were 3 members of the public present who wanted to put a case forward for grants in the 2025 budget.
24/153	GRANT APPLICATIONS
24/153	To consider the applications for Precept Grants for 2025/26 as follows:
24/153.1	Parochial Church Council of All Saints Rayne – Application for Focus Magazine £1,200 Councillors all agreed to this application
24/153.2	Rayne Village Hall – Application for Defibrillator Management £81.00 Councillors all agreed to this application
24/153.3	Rayne Village Hall – Application for CIP Toilets Opening £1,161 Councillors all agreed to this application.
24/154	CONSIDERATION OF THE PROPOSED BUDGET AND PRECEPT 2025/26
24/154.1	To consider and agree the Budget for 2025/26 The budget details were discussed and all Councillors agreed with the final figures. All agreed.

24/154.2	To consider and agree the Precept Demand for 2025/26 This was discussed in detail and the rise in percentage of precept was kept as low as possible. The PCC income had not yet been finalised or agreed so was not included in the figures presented. It was agreed by all Councillors that the precept demand will be no more than £63,907.
24/155	REQUIREMENTS OF THE AUDIT REGULATIONS
24/155.1	Appointment of the Responsible Financial Officer (RFO) It was proposed and agreed by all Councillors that the Clerk continues in their role as the RFO.
24/155.2	Appointment of the RFO Auditor It was proposed and agreed by all Councillors that Cllr Richards would continue as RFO Auditor.
24/155.3	Agreement of Bad Debt Policy There were no changes required so all Councillors agreed the existing policy. An up to date copy was signed and will be published on the website in due course.
24/155.4	Agreement of Financial Regulations The Model Financial Regulations template produced by the National Association of Local Councils (NALC) in April 2024 were reviewed, amended and circulated prior to the meeting. It was agreed by all Councillors that these would now be adopted.
24/155.5	Agreement of Financial Standing Orders There were no changes to the Financial Standing Orders so all Councillors agreed to renew the existing orders.
24/156	INTERNAL AUDITOR
24/156.1	To receive the Year End report from Jan Stobart This was received on the May agenda and no issues were raised. All Councillors agreed to accept the report.
24/156.2	To confirm the appointment letter for Jan Stobart All Councillors agreed to appoint Mrs Jan Stobart as the internal auditor for 2024/2025 and she has agreed to audit the accounts.
24/157	DATE OF NEXT MEETING
	The next Parish Council Meeting will be held on Monday 2 nd December 2024.
24/158	CLOSURE
	All business having been transacted the meeting closed at 20.05.

Signed:

Dated: 2nd December 2024