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**MINUTES OF THE BUDGET/PRECEPT MEETING OF TEYNHAM PARISH COUNCIL HELD ON TUESDAY 12TH DECEMBER 2023 AT TEYNHAM COMMUNITY HALL, 89 STATION ROAD, TEYNHAM AT 7.30PM.**

**Present:** Cllr Brodigan, Cllr Mann, Cllr Sharman, Cllr Tant, Cllr Townson (Chairman) Clerk Hayley Steel.

**Absent:**

**1. Apologies for absence**

Cllr Simester, Cllr Dixon, Cllr Barnett, SBC Bowen, SBC Speed and KCC Lehman.

**2. Declaration of Interests on items on the Agenda.**

None.

**3. To confirm all registers of interests have been received and have been forwarded to the monitoring officer.**

None.

**4. Public session for 20 minutes to allow members of the public and councillors with prejudicial interests to speak on matters on the Agenda.**

Sioux Peto came along to thank the Parish Council for a very successful Christmas Market, she had received some very good feedback about the lantern making and “Kids Corner”. She said she had spoken to the school who wanted to be involved next year and discussed the possibility of doing some Willow lanterns for next year.

Sioux also informed us that she like the format of the Teynham News.

**5. To approve the minutes of the Ordinary Parish Council Meeting on**

**Tuesday 24th October 2023.**

It was moved by Cllr Townson, seconded by Cllr Brodigan and

**RESOLVED:** “That the minutes of the Ordinary Parish Council Meeting on Tuesday

4th October 2023 to be taken as a true record”.

**6. Matters Arising.**

None

**7. To approve the minutes of the Extra Ordinary PC meeting on 7th**

**November 2023.**

It was moved by Cllr Brodigan, seconded by Cllr Townson and

**RESOLVED:** “That the minutes of the Extra Ordinary PC meeting on 7th November

2023 be taken as a true record”.

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**8. Matters Arising.**

None.

**9. To note Local Government Services Pay Agreement 2023 has been implemented.**

Noted.

**10. To note we will be advertising the 3 vacancies on the Parish Council.**

Noted that we have 3 vacancies and that the Clerk will create the formal notice and advertise these roles.

**11. To agree to add Cllr Townson as a signatory on the Bank account.**

It was moved by Cllr Mann, seconded by Cllr Sharman and

**RESOLVED**: “That Cllr Townson be added as a signatory to all Bank Accounts”.

**12. Agree that all money raised on the day (£381) of the Christmas Market**

**Should be given to the Porchlight Charity in Sittingbourne.**

It was moved by Cllr Mann, seconded by Cllr Dixon and

**RESOLVED:** “That Teynham Parish Council would donate the £381 raised at

this Year’s Christmas Market be donated to Porchlight Charity

Sittingbourne”.

**13. To consider and agree the budget for 2024/2025 and to agree the**

**Precept recommendations from the Finance and General Purposes**

**Committee.**

|  |  |  |  |
| --- | --- | --- | --- |
| Details | **2023/24** | **2024/25** | |
| **Committee** | **Precept** | **Precept** | |
| Allotments |  | £ - | |
| Car Park |  | £ 3,000 | |
| Editorial |  | £ 1,000 | |
| Footpaths |  | £ - | |
| General (excluding PWB Loan #1) |  | £ 42,005 | |
| Meadow |  | £ 8,000 | |
| Planning |  | £ 2,000 | |
| PWB Loan #1 (Community Hall Purchase) |  | £ 4,295 | |
| Playing Field |  | £ - | |
| Street lighting (Precept) |  | £ 5,700 | |
| **Total:** |  | **£ 66,000** | |
|  |  |  | |
| **Request to billing authority (Swale BC)** | | |
| Precept request (less lighting grant) | **£ 63,000** | **£ 66,000** | |
| Lighting grant | £ 2,760 | £ 2,760 | |
| 48/23 | £ 65,760 | **£ 68,760** | |
|  |  |  | |

It was moved by Cllr Tant, seconded by Cllr Sharman and

**RESOLVED:** “That the total budget for 2024/25 will be £68,760 so we will ask Swale Borough Council for a Precept amount of £68,760 (this includes the SBC lighting grant of £2,760).”

**14. Urgent reports of Committee Chairman (if any).**

None.

**15. Urgent reports by representatives on outside organisations (if any).**

None.

**16. Advanced Notice of Items for the Agenda of next Ordinary Meeting.**

To be emailed to the Clerk. Change of electoral borders.

**17. To note next year’s meeting dates**

* Tuesday 23rd January 2024 Ordinary Meeting
* Tuesday 12th March 2024 Annual Parish Meeting & Ordinary Meeting
* Tuesday 16th April 2024 Ordinary Meeting
* Tuesday 21st May 2024 Annual Parish Council Meeting & Ordinary
* Tuesday 25th June 2024 Ordinary Meeting
* Tuesday 23rd July 2024 Ordinary Meeting
* Tuesday 17th September 2024 Ordinary Meeting
* Tuesday 29th October 2024 Ordinary Meeting
* Tuesday 10th December 2024 Budget/Precept & Ordinary Meeting

Noted.

**18. Chairman’s Closing Remarks**

It was proposed and agreed that the Parish Council would donate £50 to the Father Christmas Delivery service in aid of Demelza House for Clive Brodigan’s assistance as Santa at the Teynham Christmas Market.

It was moved by Cllr Townson, seconded by Cllr Mann and

**RESOLVED:** “That the Parish Council will donate £50 to Demelza House appeal on behalf of the Father Christmas Delivery Service”.

The Chairman drew attention to the draft Village Hall Contingency plan. The draft plan would be circulated in due course and discussed at the next Parish Council meeting in January.

The Chairman also noted that Swale BC have indicated that the Frognal Place application (material matters) is expected imminently. This could mean that the application is validated and published on the planning portal just before or just after the holiday period.

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The Chairman thanked everyone for their help this year, wished them a Merry Christmas and the meeting closed at 8.36pm.