

## STOW BARDOLPH PARISH COUNCIL

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Mrs. V Howling  
Clerk

Mr W Esse  
Chairman

5<sup>th</sup> January 2021

A virtual meeting of the Stow Bardolph Parish Council will be held on **Tuesday 12<sup>th</sup> January 2021 commencing at 7.30pm.**

All Councillors are summoned to attend.

The meeting will use Zoom video conferencing software. Councillors and members of the public can join the meeting using the link below:

<https://us02web.zoom.us/j/83626292086?pwd=YnZHR2RLSmJ6a0VOTVlwNFAXcjh3Zz09>

Regards

*Vicki Howling*

Mrs V Howling  
Clerk

The Agenda is attached.

# **MEETING OF STOW BARDOLPH PARISH COUNCIL**

**Tuesday 12<sup>th</sup> January 2021 at 7.30pm**

**(Meeting to take place via video conferencing)**

Stow Bardolph Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation Session. However, the law does not permit members of the public and press to take part in the debates.

## **Agenda**

1. To accept apologies for absence
2. To receive any Declarations of Interest in items on the agenda
3. To approve and sign the minutes of the meeting held 10<sup>th</sup> November 2020
4. To receive Clerk's report – update on matters arising from last meeting (for information only)
5. To receive updates from Borough and County Councillors
6. Open forum for Public Participation: an opportunity to hear from members of the public
7. Highway Matters
  - a. To receive responses to items reported at last meeting
  - b. To report any new issues
  - c. To discuss any other Highways matters
8. Street Light Matters
  - a. To report any issues
9. Planning Matters
  - a. To receive report from Planning Working Group (attached)
  - b. To receive new applications and make comment
  - c. To discuss any other planning matters
10. Finances
  - a. To agree the payment of accounts
  - b. To agree the budget and set the precept for 2021/22
  - c. To discuss and agree requests for donations
11. To discuss and agree membership of Norfolk Association of Local Councils
12. To receive items for the next meeting agenda
13. To discuss and agree the date and format of the Parish Meeting

## REPORT FROM PLANNING GROUP (agenda item 9a)

### OUTCOME OF PREVIOUS APPLICATIONS

<b>Application Number</b>	<b>Proposal</b>	<b>Decision</b>
20/01278/F	Erection of barn for the storage of agricultural equipment 22 The Drove Barroway Drove	Application Permitted 30 October 2020 Delegated Decision
20/01412/F	Single storey extension to side and rear including alterations 84 The Causeway Stow Bridge	Application Permitted 3 November 2020 Delegated Decision
20/01480/RM	Reserved matters application for two dwellings Horseshoe Farm 241 The Drove Barroway Drove	Application Permitted 12 November 2020 Delegated Decision
20/01527/F	Demolition of existing steel clad nissan hut and replace with larger steel framed and steel clad workshop B W Mack Machinery Ltd Shrub House Farm 154 The Drove Barroway Drove	Application Permitted 10 December 2020 Delegated Decision

### APPLICATIONS REVIEWED BY PLANNING GROUP

<b>Application Number</b>	<b>Proposal</b>	<b>Planning Group Recommendation</b>
20/01703/O	Outline Application for the construction of a single dwelling 20 Hootens Row Barroway Drove	Support
20/01876/RM	New 4 bed dwelling Land Directly S of 231 And N of 235 The Drove Barroway Drove	Support
20/01855/F	Construction of a single dwelling and garage Roanne 224 The Drove Barroway Drove	Support

# Stow Bardolph Parish Council Budget Proposal for 2021/22

(Agenda item 10b)

## Overview

The purpose of this document is to inform Council Members of the current financial position and anticipated spend in the next financial year so that they can set the budget and agree that Precept for 2021/22.

The table on page 3 shows last year's spend/income (column 1) against this year's predicted spend/income (column 2), actual spend/income to 30/09/20 (column 3) and anticipated spend/income for the full year (column 4). Column 5 shows the predicted spend/income for 2021/22.

Based on these calculations a Precept of £15550.00 will be required for 2021/22.

## CIL

The Community Infrastructure Levy (CIL) is a planning charge, of which parish councils receive a percentage; it must be spent within 5 years of receipt and can only be used to fund infrastructure projects. At a Council meeting in March 2020 it was agreed that any CIL income received this year should be allowed to accumulate before any decision on spending is made. It can be difficult to predict CIL income and any expenditure must be accounted for separately, therefore any future CIL income is not taken into account when preparing this budget.

## Predicted underspend

Based on the predictions in the table below, the Council is likely to have an underspend of £3000 at the end of the current financial year. This is due to various factors including:

- less overheads (admin costs) due to meetings taking place remotely (saving = £200)
- lower energy and maintenance costs due to switching all street lighting to LED lamps (saving £800)
- no increase in Clerk's salary (saving = £164)
- less subscription fees (saving £167)
- greatly reduced costs for new equipment (street furniture) compared to predicted spend (saving = £1500)
- miscellaneous costs (e.g. insurance and audit) being lower than forecast (saving = approx. £200)

## Other considerations

It is anticipated that one notice board and up to three grit bins will need to be replaced within the next twelve months at a cost of £1500 (3 grit bins @ £300 each and one notice board @ £600)

## Summary

When setting the budget and agreeing the Precept for 2021/22, the Council need to consider this year's underspend, which could be:

- carried forward into next year's budget, thus reducing the amount of Precept required to £12550.00
- ringfenced to be used in conjunction with the accumulated CIL income at a later date, for projects which would benefit the parish
- used for any other projects not already budgeted for (and not covered by the general reserves)
- transferred to the Council's general reserves

**STOW BARDOLPH PARISH COUNCIL BUDGET  
PROPOSAL 2021/22**

YTD = Year to date

	Column 1	Column 2	Column 3	Column 4	Column 5	
<b>EXPENDITURE</b>	<b>2019/20 ACTUAL</b>	<b>2020/21 BUDGET</b>	<b>30/09/20 2020/21 YTD</b>	<b>Anticipated 2020/21 YEAR END</b>	<b>Proposed 2021/22 BUDGET</b>	
Allotments	3706.54	4000.00	3708.96	3708.96	4000.00	
Salaries	4335.24	4500.00	2167.62	4335.24	4500.00	
Churchyard Maintenance	4000.00	4000.00	0	4000.00	4000.00	
Street Lighting	3750.83	2000.00	1106.79	1245.75	* 1500.00	* Based on predicted energy prices
Section 137	2250.00	1500.00	0	1500.00	1500.00	
Insurance	549.02	600.00	583.57	583.57	600.00	
Waste collections	153.92	300.00	0	300.00	300.00	
Administration	1390.62	1000.00	377.79	800.00	1000.00	
Subscriptions	300.29	500.00	332.80	332.80	300.00	
Equipment	0	1800.00	416.95	416.95	* 1500.00	* To replace 1 notice board & 3 grit bins
Audit Fees	420.00	500.00	440.00	440.00	500.00	
CIL	0	0	0	0	0	
<b>TOTALS</b>	<b>20856.46</b>	<b>20700.00</b>	<b>9134.48</b>	<b>17663.27</b>	<b>19700.00</b>	
			<b>30/09/20</b>	<b>Anticipated</b>	<b>Predicted</b>	
	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2021/22</b>	
<b>INCOME</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>YTD</b>	<b>YEAR END</b>	<b>BUDGET</b>	
<b>Precept</b>	16000.00	16000.00	16000.00	16000.00	*15550.00	*Predicted precept required (see summary)
Allotments	4139.02	4140.00	718.60	4139.02	4140.00	
Bank interest	18.59	15.00	4.10	8.00	10.00	
Grants	200.00	600.00	0	0	0	
CIL	0	1500.00	680.48	4096.20	0	
<b>TOTALS</b>	<b>20357.61</b>	<b>22255.00</b>	<b>17403.18</b>	<b>24243.22</b>	<b>19700.00</b>	