

# LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Budget/Finance Committee held on Tuesday 28<sup>th</sup> November 2023  
held at the Pavilion starting at 13.00.

CONFIRMED

<b>Present:</b> Cllr K Acres, (KA), Cllr K Cook (KC), Cllr A Crabtree (AC), Cllr P Emmett (PE), Cllr S Kershaw (SK), Cllr R Start (RS), Mrs J Murray, Parish Clerk		
		No members of the public present
Minute Ref:	Agenda Item	Action
F349/23	<b>1. Apologies for absence</b> Cllr J Downes (JD)	
F350/23	<b>2. Declarations of interest – personal or prejudicial</b> None	
F351/23	<p><b>3. To agree Minutes of the Budget Committee Meeting on 3<sup>rd</sup> October 2023</b> The Committee <b>RESOLVED</b> to accept the minutes and the Chairman duly signed the minutes.</p> <p>No progress had been made on the parish council manual to date due to workload.</p> <p>The Committee would ask full council to resolve upon whether the parish signs should be cleaned every 2 or 3 years.</p> <p>The Committee <b>RESOLVED</b> to ask the Clerk to update the EMR report, excluding VAT and to set up a file within Teams with CIL reports.</p> <p>The Committee <b>RESOLVED</b> to recommend to full council that dog waste bins are installed at Coldmoorholme Lane Car Park, on the Recreation Ground in Little Marlow and at Abbotsbrook Hall. Installation would be allocated to CIL.</p> <p>Cllr K Acres agreed to visit the remainder of street lights to be upgraded on Winchbottom Lane and Wendover Road to ensure SSE works had been carried out by 14<sup>th</sup> December 2023.</p> <p>Cllr S Kershaw queried Financial Regulations and whether all Cricket Shed works quotes had followed guidelines. The Clerk was tasked with responding to the query.</p>	
F352/23	<b>4. Public participation – maximum 15 minutes</b> None	
F353/23	<p><b>5. To review bank balances</b> The Committee noted the bank balances and checked cashflow to allow for future Sparkx invoices.</p>	
F354/23	<p><b>6. To consider EMR report</b> The Committee <b>RESOLVED</b> to email queries a week in advance of a Budget Committee meeting to enable the Clerk to respond at each meeting.</p> <p>Clerk to contact Newleaf rearding tree works.</p>	<p><b>Cmte</b></p> <p><b>Clerk</b></p>
F355/23	<p><b>7. To review expenditure reports for Jul–Oct 2023/24</b> The Committee <b>RESOLVED</b> to approve the income and expenditure accounts.</p>	<b>Clerk</b>
F356/23	<p><b>8. To consider draft budget for 2023/24</b> The Committee <b>RESOLVED</b> to ask the Clerk to make several noted changes.</p>	<b>Clerk</b>
F357/23	<p><b>9. To consider review of LMPC rates: hall hire &amp; burial ground rates</b> The Committee <b>RESOLVED</b> that Cllr K Acres would review Cllr A Crabtree’s rate review spreadsheet from last year and make a recommendation to full council for rate increases for 2024. The preschool rate increase in line with CPI would be added to the Clerk’s calendar for 2024.</p>	<b>KA/ Clerk</b>

<b>F358/23</b>	<b>10. To consider precept</b> The Committee <b>RESOLVED</b> to recommend to full council a 3% increase in the Precept for 2024/2025.	<b>Clerk</b>
<b>F359/22</b>	<b>11. Notice of next meetings:</b> tbc	
There being no further business to be transacted, the meeting was closed at 14.41		

**Abbreviations:**

LMPC Little Marlow Parish Council  
 BC Buckinghamshire Council TfB Transport for Bucks  
 RBS (LMPC Accounts Software)

Signed: .....  
 Chairman

Date: .....