

**SWANWICK PARISH COUNCIL  
MINUTES OF EXECUTIVE COMMITTEE  
10 JANUARY 2013**

**Present:** Cllrs Dale, Payne, D Staton, Watson

Also present P Staton

**1. Apologies:**

Cllr Hardwick & Barnett

**Election of Chair**

Due to Cllr Hardwick's absence, Cllr Watson was elected Chair for the Meeting.

**2. Budget & Accounts 2012/13 3<sup>rd</sup> Quarter**

The Clerk presented the accounts as at end of Quarter 3, £78,000; this is in line with the estimated expenditure, although some items in the Establishment budget may be very slightly underspent at the end of the year, there is still the cost of the election to be considered which is in the region of £4,500.

**Committee Budgets:**

**Environment:** will be spent up at end of year (currently spent at £35,000) there is still the lighting in the Garden on the Green to finance, along with some minor works.

**Community Sport & Activity:** will be spent up at end of year.

**Community Events:** £1,500 spend to date, however £500 has been set aside for the Photography competition, leaving an underspend of £7000.

**Planning:** spend to date is Neighbourhood Plan £2,450.00, Planning Consultant £4,068.00, leaving an underspend of £15,180.00.

**Public Relations:** £1,685.00 spend to date, it is anticipated that spend will be in the region of £3,000.00 to year end, leaving an underspend of £1,600.00.

**RESOLVED:**

That the 3<sup>rd</sup> Quarter Budget Report be accepted.

**2.1 Surplus Committee estimated underspends**

The Committees at this stage are estimated to show an underspend of £23,780.00 at year end.

**RECOMMENDED:**

That any surplus budget is reserved for any prospective crematorium planning appeal.

### **3. Neighbourhood Plan**

#### **3.1 The next steps**

The Consultant has applied for assistance with funding and we are waiting the decision. A discussion took place regarding a Parish Plan versus a Neighbourhood Plan, it was felt at this time, to put together a Parish Plan and use this as building blocks for the Neighbourhood Plan.

#### **RECOMMENDED:**

That a Parish Plan be proceeded with, the Executive Committee pushing this forward.

#### **3.2 Financing**

To be financed from existing budget.

### **4. Budget 2013/14**

#### **4.1 Administration Budget presented by the Clerk**

The clerk reported that the administration budget could be contained within the existing provision i.e. £46,300

#### **4.2 Committee Chairs' budget requirements for 2013/14**

The meeting discussed the various requirements for the Council's Committees.

#### **4.3. Recommendation to Full Council – Precept 2013/14**

That the Precept be set at £111,500 for 2013/14.

Meeting Closed 20.42pm