

To receive a report from the Finance Officer

1. Precept 2024/25 Budget Setting

All committees have now met and discussed their budget requirements and reviewed the Town Councils Fee & Charges. A draft report for recommendations are due to be considered at the P&F meeting to be held on 14th November.

- Income budgets are based on:-
 - The reviewed Fees & Charges and analysis of current and prior year revenue
- Expenditure budgets are based on:-
 - Matching costs to the budgeted income
 - Analysis of current and prior year expenditures. This exercise has resulted in reducing some budgets for 24/25
 - For gas and electricity costs average annual Kwh usage X current unit cost x 15% allowing for inflationary increases
 - Other costs have been increased by the CPI rate of 7.3% set in June 2023
 - Planned spend recommended by the Property & Maintenance committee
 - EMF budgets recommended by individual committees

The Full Town Council meeting is scheduled for 7th December when all recommendations for budgets, fee & charges and setting the precept will be agreed. Cornwall Council have set the precept submission deadline for 29th December 2023

2. Internal Audit

Hudson Accounting completed Saltash Town Council's October internal audit – see agenda item 15 for more information.

3. CIL Neighbourhood Parish Payments

To note the receipt of CIL funds received from Cornwall Council in the year 2023-24:

April 2023 - £4,562.79

October 2023 - £2,255.48

Total - £6,818.27

**PA21/03745 - Land South Of Old Churchtown Farm Farm Lane
St Stephens Cornwall PL12 4AR**

Amount Received	Date Received	5 Year Deadline for Funding to be spent by
£943.29	19/04/2023	18/04/2028
£943.29		

**PA22/09842 - Land East Of 62 St Stephens Road Saltash
Cornwall PL12 4BJ**

Amount Received	Date Received	5 Year Deadline for Funding to be spent by
£2,246.66	19/04/2023	18/04/2028
£2,246.66	18/10/2023	17/10/2028
£4,493.32		

**PA20/10644 - 12 Sunningdale Road St Stephens Saltash
Cornwall PL12 4BN**

Amount Received	Date Received	5 Year Deadline for Funding to be spent by
£1,372.84	19/04/2023	18/04/2028
£8.82	18/10/2023	17/10/2028
£1,381.66		

Attached is a copy of the CIL guidance for Members perusal. The Guidance sets out the Town Council's responsibilities for ensuring this money is spent by the deadline date and for reporting back to Cornwall Council. Saltash Town Council's CIL submission report will be requested from Cornwall Council around June 2024.

Members are encouraged to consider how best to utilise the funding received and to avoid the need to return unspent funds to Cornwall Council.

4. Debtors

This is a list of the current outstanding invoices.

Note: There is one account in the **1 Month** column which relates to Cornwall Council for a future booking and is planned to be paid in February 24

Contact	Invoice Date	Total	Less than 1 Month	1 Month	2 Months & Older	Notes
Cornwall Council	04/10/2023	£405.00	£0.00	£405.00	£0.00	Isambard House Booking for March 24. CC confirmed payment will be made Feb 24
Hemsley Fraser Group	08/11/2023	£300.00	£300.00	£0.00	£0.00	Isambard House Booking - 23/11/2023
Fairmead Plot 10	01/11/2023	-£72.92	-£72.92	£0.00	£0.00	Refund due for cancellation of Allotment contract part way through year
Saltash Co-operative Funeralcare	09/11/2023	£700.00	£700.00	£0.00	£0.00	Burial at Churchtown
SE Cornwall Lib Dems AGM	07/11/2023	£60.00	£60.00	£0.00	£0.00	Isambard House Booking 17/11/2023
TOTAL		£1,392.08	£987.08	£405.00	£0.00	

Finance Officer
End of Report