

**MINUTES OF BUCKINGHAM TOWN COUNCIL'S PRECEPT MEETING HELD ON  
MONDAY 26<sup>TH</sup> JANUARY 2004 IN THE COUNCIL CHAMBERS FOLLOWING THE  
ADMINISTRATION COMMITTEE MEETING.**

|                       |             |                     |                 |
|-----------------------|-------------|---------------------|-----------------|
| <b><u>PRESENT</u></b> | Councillors | J Barnett           | H Cadd          |
|                       |             | P Collins           | Mrs P Desorgher |
|                       |             | D Isham             | R Lehmann       |
|                       |             | K Liverseidge       | H Mordue        |
|                       |             | G Loftus            | Ms R Newell     |
|                       |             | Ms H Saul           | Mrs P Stevens   |
|                       |             | Mrs C Strain-Clark  | P Strain-Clark  |
|                       |             | R Stuchbury (Mayor) |                 |
|                       | Town Clerk  | Ms P J Heath        |                 |

**APOLOGIES**

There were no apologies

Following a query the Town Clerk informed Members that due to many declarations of interest that would be required individual declarations would be taken at the appropriate time.

**1. TO DISCUSS AND AGREE THE 2004/2005 BUDGET**

Members discussed the budget circulated with the agenda and made the following adjustments.

| <b>account/<br/>code<br/>account title</b>   | <b>Budget<br/>2004/2005</b> |
|--|-----------------------------|
| <b>101<br/>WAGES</b>   |                             |
| The Town Clerk left the meeting for 15 minutes during which time Members discussed the wages of all the staff; No minutes were taken |                             |
| 4001<br>TOWN CLERK   | <b>24,000.00</b>            |
| 4002<br>CLERICAL ASSISTANT   | <b>8,500.00</b>             |
| 4003<br>CARETAKER  | <b>6,000.00</b>             |

|  |                 |
|--|-----------------|
| 4004<br>HOLIDAY COVER  | <b>0.00</b>     |
| Members <b>AGREED</b> to calculate wages by increasing the actual/committed by 3.5% The additional amounts shown in budget figures circulated to Members would be held in the holiday cover/overtime account |                 |
| 4005<br>ERS NATIONAL INS   | <b>2,300.00</b> |
| 4006<br>ERS PENSION CONT   | <b>4,500.00</b> |
| 4007<br>STAFF TRAVEL   | <b>800.00</b>   |
| 4008<br>FEES FOR WAGES   | <b>30.00</b>    |
| 4028<br>COUNCILLORS MILEAGE  | <b>100.00</b>   |
| COUNCILLORS ALLOWENCE<br>Following the discussions held at the preceding Administration Committee this budget was removed  |                 |
| PARK WARDEN  | <b>2,000.00</b> |
| <b>102<br/>OFFICE EXPENSES</b>   |                 |
| 4010<br>STATIONERY   | <b>1,100.00</b> |
| 4011<br>POSTAGE  | <b>600.00</b>   |

|  |                 |
|--|-----------------|
| 4012<br>PHOTOCOPIER  | <b>400.00</b>   |
| 4013<br>EQUIPMENT PURCHASE   | <b>500.00</b>   |
| 4014<br>AUDIT FEE  | <b>1,000.00</b> |
| 4015<br>ADVERTISEMENT  | <b>700.00</b>   |
| <i>Cllr Cadd arrived</i>   |                 |
| 4016<br>WHAT'S ON  | <b>0.00</b>     |
| 4017<br>SUBSCRIPTIONS  | <b>1,300.00</b> |
| Proposed by Cllr Lehmann seconded by Cllr Liverseidge and <b>AGREED</b> to remove the "Sports Turf Advice" subscription from the list. |                 |
| 4018<br>TELEPHONE  | <b>1,200.00</b> |
| 4019<br>HIRE OF HALL   | <b>400.00</b>   |
| 4020<br>MAYORS ALLOWANCE   | <b>2,500.00</b> |
| 4021<br>HOSPITALITY & CIVIC FUNCTIONS  | <b>150.00</b>   |

|   |                  |
|---|------------------|
| 4022<br>INSURANCE   | <b>10,000.00</b> |
| 4023<br>TRAINING  | <b>300.00</b>    |
| 4024<br>BANK CHARGES  | <b>300.00</b>    |
| 4025<br>LEGAL FEES  | <b>1,500.00</b>  |
| Proposed by Cllr Lehmann seconded by Cllr Liverseidge and <b>AGREED</b> by 9 votes to 4 to reduce budget 4025 to £1500  |                  |
| 4026<br>CONFERENCE  | <b>750.00</b>    |
| 4029<br>INFORMATION SERVICE   | <b>100.00</b>    |
| 4030<br>Petty Cash Cheque/Exps  | <b>250.00</b>    |
| 4031<br>PROTECTIVE CLOTHING   | <b>200.00</b>    |
| 4032<br>RATES LEAFLET? ANNUAL REPORT  | <b>800.00</b>    |
| Members were reminded that this was for the annual tax leaflet plus the quarterly newsletters, a requirement of Quality Parish Status.  |                  |
| Proposed by Cllr Liverseidge seconded by Cllr Lehmann to budget £600. An amendment proposed by Cllr C Strain-Clark seconded by Cllr Loftus to budget £800 was <b>AGREED</b> by 9 votes to 4 |                  |
| <b>120</b><br><b>Grants</b>   |                  |

Proposed by Cllr Collins seconded by Cllr Newell to accept the grants as per the list was defeated by 8 votes to 6. Members discussed whether a ceiling had been set at 2003 precept meeting but it was **AGREED** that this only related to 2003/04 budget.

4070  
GRANT RESERVE **750.00**

4070  
GRANTS -SECTION 137 **11,750.00**

Members discussed at great length the grants and their functions. A copy of the grants request had been included in the agenda papers. Following amendments made it was **AGREED** to set the total at £12500 and the balancing amount to be held in a grants reserved account.(Analysis of the grants is on page 8)

**125**  
**SECTION 137**

4501  
EMERGENCY PLANNING EXP

**130**  
**ADMIN RESERVES**

4080  
BY-ELECTIONS/may election **3,000.00**

1010  
CHAMBER HIRE **-50.00**

1011  
MUG SALES **0.00**

1190  
INTEREST RECEIVED **-3,000.00**

1180  
VAT REFUND **0.00**

The Town Clerk explained that as the budgets were net of VAT and with the Council now being VAT registered this item

should be dropped from the budget.

**131  
MAJOR PROJECTS**

Cllr D Isham and Cllr K Liverseidge declared a prejudicial interest as Members of the Community Centre Management Committee for account codes 4084 & 4085

4084  
COMMUNITY CENTRE-CAPITAL

**6,000.00**

Members were unhappy at agreeing to a 3 year contract with the Community Centre as per min No. 2356.3 (5/01/04). It was **AGREED** to accept the contract for 1 year but to continue discussions for future years.

**ACTION CHAIRMAN OF ADMINISTRATION**

4085  
COMMUNITY CENTRE

**10,000.00**

Cllr Isham and Cllr Lehmann declared a Personal interest as AVDC representative and former Chairman respectively in account code 4086.

4086  
YOUTH CENTRE

**0.00**

Proposed by Cllr Liverseidge seconded by Cllr Collins and **AGREED** to include the underwriting of the Youth Centre in Contingencies, but shown as a separate item.

4087  
BULL RING

**0.00**

4092  
CHURCH HILL WALL

**10,000.00**

Cllr Cadd declared a prejudicial interest as a member of the Management Committee of the Centre of Arts, account no 4093. Cllr Loftus declared a personal interest.

4093  
BUCKINGHAM CENTRE OF ARTS

**0.00**

Proposed by Cllr Lehmann seconded by Cllr Liverseidge and **AGREED** by 8 votes to 0 to remove this amount from the budget.

Following a query the Clerk explained that many of the figures in the budget were compiled and included by the Clerk as the RFO; Members stated that it was not the Clerk/RFO's job to put the budget together.

|            |  |                  |
|------------|--|------------------|
| 4094       | YOUTH PROJECT  | <b>2,000.00</b>  |
|            | Members queried the projects being considered for this budget and the apparent under-spend of 2003/4 budget. It was explained that no project had been ear marked. 2003/4 budget had been for the Kick wall in Chandos Park, for which outside funding had been obtained.<br>Proposed by Cllr Lehmann seconded by Cllr Liverseidge to budget £1000. an amendment proposed by Cllr P Strain-Clark seconded by Cllr C Strain-Clark was <b>AGREED</b> by 8 votes to 4 to budget £2000 |                  |
| 4096       | ALL WEATHER PITCH  | <b>600.00</b>    |
| 4097       | RAILWAY WALK REPAIRS   |                  |
| 4098       | CHANDOS PARK PAVILLION   | <b>0.00</b>      |
| 4150       | VERNEY CLOSE PURCHASE  | <b>0.00</b>      |
| 4152       | QUALITY COUNCIL STATUS   | <b>0.00</b>      |
| 4153       | COUNCIL VEHICLE reserve  | <b>0.00</b>      |
|            | Members discussed the need to purchase/lease a vehicle for the caretaker's use. Proposed by Cllr Barnett seconded by Cllr Lehmann and <b>AGREED</b> to remove this budget item.  |                  |
| 4154       | FLAG POLE RENEWAL  | <b>0.00</b>      |
| <b>131</b> | <b>ADMIN RESERVES LONG TERM</b>  |                  |
| 4083       | CAPITAL RESERVE  | <b>20,000.00</b> |
|            | Proposed by Cllr Lehmann seconded by Cllr Liverseidge and <b>AGREED</b> by 13 votes to 1 to budget £30,000.<br>This was amended to £20,000 by agreement of the Council to reduce the precept requested amount.   |                  |

4081  
PARADE SIGNS RESERVE  
**800.00**

4095  
FLOOD RELIEF  
**0.00**

Proposed by Cllr C Strain-Clark seconded by Cllr Lehmann and **AGREED** by 13 votes to 1 to remove this budget for this year and place an amount in 2005/6 budget for enhancement work, the projected timescale for the work to be done.

4079  
PUBLIC TOILETS  
**2,600.00**

Members discussed at length the agreement for the opening of the Community Centre toilets, with some Members not happy with the additional amount requested to guarantee the opening of the toilets 9am -4 pm Monday – Friday.

Proposed by Cllr Lehmann seconded by Cllr Stevens to reduce the budget to £1600 was defeated by 10 votes to 2.

**132  
CONTINGENCIES**

4500  
CONTINGENCIES  
**8500.00**

Proposed by Cllr Liverseidge seconded by Cllr C Strain-Clark and **AGREED** to reduce the budget to £15000. This was later amended by the Council to include the underwriting of the Youth Centre, which would be shown as a separate item.

4086  
YOUTH CENTRE  
**6500.00**

**Planning**

TRAINING  
**250.00**

HALL HIRE  
**100.00**

**Environment and Property**

**103**



**MAINTENANCE**

|  |                  |
|--|------------------|
| 4051<br>REPAIRS AND RENEWALS   | <b>1,300.00</b>  |
| 4052/4602<br>HEAT LIGHT POWER  | <b>1,200.00</b>  |
| 4053<br>OVERN CRESCENT   | <b>2,500.00</b>  |
| 4055<br>ALARM  | <b>220.00</b>    |
| 4056<br>CHURCH HILL  | <b>1,500.00</b>  |
| VERNEY CLOSE MAINT   | <b>1,500.00</b>  |
| Proposed by Cllr Stevens seconded by Cllr Liverseidge and <b>AGREED</b> without a vote to reduce the budget to £1500, as Members felt the work could be spread over several financial years. |                  |
| 4057<br>WAR MEMORIAL   | <b>600.00</b>    |
| Proposed by Cllr Lehmann seconded by Cllr C Strain-Clark and <b>AGREED</b> by 15 votes to 0 to reduce the budget to £600 to cover the cleaning of the War Memorial.                          |                  |
| 4058<br>CAR PARK   | <b>15,500.00</b> |

Members discussed at length the proposed contribution to AVDC, particularly in light of the recommendation to be considered by the District Council on 11<sup>th</sup> Feb. 2004 to introduce parking charges in Buckingham. Proposed by Cllr Lehmann seconded by Cllr Stuchbury and **AGREED** to increase the contribution by the rate of inflation (2.5%) rounded up. This would be subject to the car parking remaining free of charges. It was **AGREED** that should charges be introduced the £15500 would be put in account 4083 Capital Reserves.

Following a question asked of the District Councillors to state their position re parking charges in Buckingham, it was explained that they did not have to comment on their actions within another authority.

4061  
CANNON REPAIR

4082  
ALLOTMENTS R & R

**1,000.00**

VEHICLE RUNNING COSTS

**1,000.00**

Members **AGREED** this would be for the rent of a vehicle as and when required.

**NET EXPENDITURE**

**26,320.00**

**401**  
**CHANDOS PARK**

4601  
REPAIRS & MAINT FUND

**7,000.00**

Proposed by Cllr Barnet seconded by Cllr P Strain-Clark to budget £6000.

An amendment was proposed by Cllr Mordue seconded by Cllr Stevens and **AGREED** by 8 votes to 6 to budget £7000

The following budgets for Chandos Park, Bourton Park and the Cemetery were amended in line with the expected out turn of the accounts. Members were aware that the taking over of the horticultural contracts could affect these figures.

4602  
ELECTRICITY

**800.00**

4603  
WATER

**800.00**

4225

|                                |           |
|--------------------------------|-----------|
| RATES                          | 2,000.00  |
| 4605<br>HORTICULTURAL CONTRACT | 20,000.00 |
| 4606<br>MANAGEMENT CHRG        | 4,000.00  |
| 1036<br>CHANDOS PARK ACCESS    |           |
| 1030<br>BOWLS INCOME           | -1,800.00 |
| <b>402<br/>BOURTON PARK</b>    |           |
| 4601<br>REPAIRS & MAINT FUND   | 3,500.00  |
| 4605<br>HORTICULTURAL CONTRACT | 25,000.00 |
| RIVER & POND MAINT             | 2,000.00  |
| SIGNS FOR PARKS                | 2,000.00  |
| <b>403<br/>CEMETERY</b>        |           |

|      |                           |           |
|------|---------------------------|-----------|
| 4601 | REPAIRS & MAINT FUND      | 2,000.00  |
| 4602 | ELECTRICITY               | 1,000.00  |
| 4603 | WATER                     | 250.00    |
| 4225 | RATES                     | 650.00    |
| 4605 | HORTICULTURAL CONTRACT    | 27,000.00 |
| 4608 | ACCOUNTANCY/SERVICE CHRG  | 1,000.00  |
|      | CENTRAL ADMISTRATION      | 8,150.00  |
| 1031 | BURIALS VAT ABLE          | -2,000.00 |
| 1032 | BURIALS NON VAT ABLE      | -4,000.00 |
| 1033 | INVESTMENT INTEREST       |           |
| 1034 | NET INCOME/ RENT OF LODGE |           |

|            |  |           |
|------------|--|-----------|
| 4609       | REPAIRS OF LODGE   | 20,000.00 |
|            | TOILETS CHANDOS PARK   | 9,000.00  |
|            | REPAIR OF FOOTPATHS  |           |
|            | Proposed by Cllr Mordue seconded b Cllr Newell that the budget to repair the Cemetery foot paths be removed. An amendment proposed by Cllr Lehmann seconded by Cllr Stevens and <b>AGREED</b> by 9 votes to 3 to amalgamate this budget with 4610 at £50,000 |           |
| 4610       | REPAIRS - GENERAL  | 50,000.00 |
| <b>201</b> |  |           |
| 4101       | SEATS AND BINS   | 5,000.00  |
| 4102       | DOG BINS   | 5,300.00  |
| 4103       | RAILWAY WALK   | 1,000.00  |
| 4105       | MEADWAY REPAIRS RENEWALS   | 750.00    |
| 4108       | ROUNDAABOUT  | 500.00    |
| 4109       | RIVERSIDE WALK   |           |

|   |                 |
|---|-----------------|
|   | <b>1,500.00</b> |
| Proposed by Cllr Stevens seconded by Cllr P Strain-Clark to remove this budget. An amendment was proposed b Cllr Lehmann seconded by Cllr Mordue and <b>AGREED</b> by 8 votes to 5 to budget £1500.   |                 |
| <b>BUS SHELTER</b>  |                 |
| Cllr Desorgher and Cllr Stuchbury explained the history behind the proposal to remove and dispose of the bus shelter by Bourton Park and put a new shelter on Stratford Road.   |                 |
| Proposed by Cllr Lehmann seconded by Cllr Collins and <b>AGREED</b> by 10 votes to 4 to remove this budget. An amendment proposed by Cllr Stuchbury seconded by Cllr Loftus to budget £2500 was defeated by 9 votes to 4.   |                 |
| 4112  |                 |
| <b>EQUIPMENT</b>  | <b>5,000.00</b> |
| Proposed by Cllr Liverseidge seconded by Cllr Collins and <b>AGREED</b> to budget £5000   |                 |
| <b>Events</b>   |                 |
|   |                 |
| 201   |                 |
|   |                 |
| 4104  |                 |
| <b>TOWN IN BLOOM</b>  | <b>8,000.00</b> |
| Proposed by Cllr Barnett seconded by Cllr Mordue to budget £7000. an amendment was proposed by Cllr P Strain-Clark seconded by Cllr Saul and <b>AGREED</b> by 10 votes to 0 to budget £8000   |                 |
| 4107  |                 |
| <b>PRIDE OF PLACE</b>   | <b>575.00</b>   |
| Following a query it was explained that the under spend in 03/04 was due to the lack of entries in some categories therefore not all the prizes were awarded. Members felt that as the competition had not been a success the Committee should look at awarding only a first prize and certificates for the rest. It was <b>AGREED</b> to budget £575 the same as the amount awarded in prizes last year. |                 |
| <b>FOOTPATH MAPS</b>  |                 |
|   | <b>0.00</b>     |
| 4113  |                 |
| <b>BEST KEPT TOWN</b>   | <b>0.00</b>     |
| 4114  |                 |
| <b>ENCOURAGE SUSTAINABILITY</b>   | <b>0.00</b>     |

RIVERRINSE

**150.00**

It was **AGREED** to only include the cost of the skip hire.

**301  
ANNUAL EVENTS**

4201  
CHRISTMAS LIGHTS

**11,000.00**

4202  
FIREWORK DISPLAY

**3,800.00**

Proposed by Cllr C Strain-Clark seconded by Cllr Lehmann to budget £3500. an amendment proposed by Cllr P Strain-Clark seconded by Cllr Saul and **AGREED** by 8 votes to 6 to budget £3800

4203  
COMMUNITY FAIR

**200.00**

Cllr Lehmann stated he only requires a budget of £200

4204  
CHARTER FAIR

**0.00**

4205  
CHRISTMAS PARADE

**2,150.00**

Concern was expressed that the budget for the Christmas Parade increases each year. It was **AGREED** to hold the budget at £2150

4206  
WEEK IN THE PARK

**2,500.00**

4207  
TOWN GUIDE

**0.00**

As no guide would be published in 04/05 it was **AGREED** to remove this budget, but include it in 05/06

4208  
SPRING FESTIVAL

**3,000.00**

Concern was expressed at the costing of this event and the amounts paid to Buckingham Acoustic Club. Proposed by Cllr Lehmann seconded by Cllr Liverseidge to budget £2700. An amendment proposed by Cllr Stuchbury seconded by Cllr P

Strain-Clark and **AGREED** by 9 votes to 0 to retain the budget at £3000.

|  |                           |                   |
|--|---------------------------|-------------------|
| 4228   | ENTERTAINMENTS            | <b>1,500.00</b>   |
| Proposed by Cllr Lehmann seconded by Cllr Liverseidge and <b>AGREED</b> to budget £1500                                  |                           |                   |
| 4210   | PANCAKE RACE              | <b>400.00</b>     |
| Proposed by Cllr Liverseidge seconded by Cllr Loftus and <b>AGREED</b> by 10 votes to 4 with 1 abstention to budget £400 |                           |                   |
| <b>302</b>   | <b>STREET MARKET</b>      |                   |
| 1001   | STREET & FLEA MARKET Rent | <b>-41,000.00</b> |
| 1002   | STREET MARKET BAGS        | <b>0.00</b>       |
| 1004   | FARMERS MARKET RENT       | <b>-900.00</b>    |
| 1003   | CRAFT MARKET INCOME       | <b>0.00</b>       |
| 4224   | REFUSE                    | <b>20,000.00</b>  |
| 4225   | RATES                     | <b>6,500.00</b>   |
| 4226   | SUPERVISORS               | <b>1,100.00</b>   |
| 4227   | ADVERTISEMENTS            |                   |



|  |               |
|--|---------------|
| Proposed by Cllr Mordue seconded by Cllr Liverseidge and <b>AGREED</b> to budget £200  | <b>200.00</b> |
| 4229<br>SUNDRY EXPENDITURE   |               |
| 4231<br>CRAFT MARKET EXPENDITURE   | <b>0.00</b>   |
| 4602<br>FARMERS MARKET ELECT   | <b>400.00</b> |
| <b>303</b><br><b>SPECIAL EVENTS</b>  |               |
| 4257<br>VIDEO PROJECT  |               |
| 4260<br>TWINNING   | <b>250.00</b> |
| Members discussed the amount needed to pay for the Mayors travel when the official visit is made during 2004 and to purchase a gift from the Town Council. Proposed by Cllr C Strain-Clark seconded Cllr Stevens to budget £200. An amendment proposed by Cllr Lehmann seconded by Cllr Cadd and <b>AGREED</b> to budget £250. |               |
| 4263<br>CHARTERS   | <b>500.00</b> |
| <b>MISC</b>  |               |
| <b>501</b><br><b>COMMUNITY PLAN</b>  |               |

1017  
GRANTS

8,500.00

### GRANTS ANALYSIS

Aylesbury Vale Dial a Ride

250.00

Buck & Dist Horticultural Club

200.00

Buck & Win Community Care

250.00

Buckingham Canal Society

0.00

Proposed by Cllr C Strain-Clark seconded by Cllr Lehmann and **AGREED** by 7 votes to 6 on the Chairmen's casting vote, after a recount, to remove the grant for the Canal Society.

Buck Community Racing

250.00

Cllr Liverseidge informed Members he was a Governor of Buckingham School as a representative of another authority.

Buckingham School

1,000.00

Members discussed at length the grant to Buckingham School in light of the recommendation by the Town Centre and Events Committee to provide an additional amount from 2003/4 budget at its meeting held on 22<sup>nd</sup> December. Due to Christmas the minutes of this meeting had not yet been ratified.

Members queried if a grant could be made from the Town Council's budget over and above those within the grant system. Proposed by Cllr Liverseidge seconded by Cllr Lehmann to remove this grant was **AGREED** by 8 votes to 6. A second proposal by Cllr Mordue seconded by Cllr P Strain-Clark and **AGREED** to increase the Buckingham School grant to £1000 was **AGREED** by 8 votes to 5

M. Moreton Friends in Hand

|  |          |
|--|----------|
|  | 50.00    |
| M. Moreton Preschool   | 250.00   |
| Project Street Life  | 2,000.00 |
| <p>Members discussed the success of Project Street Life with reports that some children had been excluded; Members were told exclusion is only for those who have been consuming alcohol. Proposed by Cllr Lehmann seconded by Cllr P Strain-Clark to reduce the grant to £1000 was defeated by 6 votes to 5</p> |          |
| Scope  | Nil      |
| T.V & Chiltern Air Ambulance   | 300.00   |
| <p>Members discussed whether the Air Ambulance was eligible for a grant, but felt that as it operated in the parish it fulfilled the criteria. Proposed by Cllr Lehmann seconded by Cllr Stevens to remove this grant was defeated by 8 votes to 5.</p>  |          |
| Winged Fellowship Trust  | 50.00    |
| West End Bowls Club  | 250.00   |
| CAB  | 2,000.00 |
| Buckingham ATC   | 750.00   |
| Friends of the Old Gaol  | 250.00   |

|                              |          |
|------------------------------|----------|
| St Peter & St Paul's Church  | 250.00   |
| Bourton Meadow PTA           | Nil      |
| Buckingham Rugby Club        | 100.00   |
| Buck Twin Association        | 400.00   |
| Buckingham Heritage Trust    | Nil      |
| Buckingham Summer Festival   | 750.00   |
| Buckingham Society           | 250.00   |
| Buckingham Tea Dance         | 100.00   |
| Buckingham Cricket Club      | 250.00   |
| Buck & Dist Crossroad Carers | 1,000.00 |
| Manna Videos                 |          |

|  |                  |
|--|------------------|
|  | Nil              |
| Electric Cabaret   | Nil              |
| Friends of Buck Primary Sch  | 500.00           |
| The Old Gaolers  | 300.00           |
| T Stand Underage Project   | Nil              |
|  | <b>11,750.00</b> |
| <p>Members felt that the purpose and criteria for grants plus the use of grants within the Council budget should be discussed at the Administration meeting</p> <p style="text-align: right;"><b>ACTION CHAIRMAN OF ADMINISTRATION</b></p> |                  |

Members discussed at length the proposed budget and finally agreed the above figures.

**TO SET PRECEPT FOR 2004/2005**

Members agreed a Town Council budget of £404625 with a precept requirement of £254625, this equates to a band d property at £60.70; an increase of £2.49 or 4.2% on 2003/2004 precept.

Proposed by Cllr Liverseidge seconded by Cllr Collins that the Town Council should increase the 2003/2004 precept by 5% and that any difference from the budget should be placed in Capital Reserves. An amendment proposed by Cllr Barnett seconded by Cllr Newell and **RESOLVED** by 9 votes to 6 that the Town Council should levy a precept of £254625 a 4.2% increase on the 2003/2004 budget.

Meeting Closed at 12.29 am

CHAIRMAN ..... DATE .....