

**MEETING OF BROOKE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 16TH JANUARY 2017 AT BROOKE
METHODIST HALL**

Present: Mr Jinks (Chairman) Mrs Powell (Vice-Chair), Mrs Beardsell, Mr Musgrave, Mr Harrison, Mr Warman and Mr Tobin.

1. Apologies:

Apologies were received from Mr Mears, Mr Sanford and Mrs Andrews (Clerk).

2. Precept:

The Parish Council had an ordinary meeting scheduled for one week's time on 23rd January 2017 but due to time constraints in order to comply with South Norfolk Council's requirements for return of the completed Precept request form, it was necessary to convene a short extra meeting in order to agree the precept.

The Clerk had prepared and circulated calculations based on expenditure to date for the current financial year with predicted expenditure to year end and reserves held for various possible expenditures. Mr Jinks had used these figures to produce a spreadsheet of expected total expenditure for 2017/18 which is attached to these minutes.

Based on this spreadsheet circulated prior to the meeting, which had been supported by Mr Mears and Mr Sanford by email, it was agreed unanimously that total expenditure in 2017/8 will be £10,712, resulting in a Parish Precept amount of £10,457.00 which produces a Band D charge of £19.92, slightly lower than in 2016/7. The Precept request form was completed and signed by the Chairman accordingly.

It was agreed that, in accordance with the current Financial Regulations, the Clerk should keep a running total of expenditure during the financial year against each of the headings in the approved budget, to be presented at each Parish Council meeting. Mr Warman proposed, and it was agreed, that the Clerk should bring the expenditure ledger to the next Parish Council meeting to indicate the level of analysis already taking place.

There being no further business the meeting closed at 8.10pm