

**Report from the Finance Working Group
23rd September 2019**

The Finance Working Group met on Monday 23rd September 2019 at 10am.
Present were the Clerk Anne Oliver and Cllrs Quentin Tailford and Alison Carr.

The group discussed the timetable and procedure for agreeing the 2020-21 Parish Council budget and precept. EDDC will send out the paperwork during December 2019 and will require the precept demand by late January 2020. It was agreed that:

- at the Parish Council meeting on Tuesday 1st October, Councillors will be asked to think about any forthcoming projects for the next financial year and let the Finance Working Group know about any major expenditure so that this can be included in the first draft budget. The deadline for this is Monday 21st October;
- the Finance Working Group will meet on Monday 21st October to produce a first draft budget;
- the first draft budget will be presented to Councillors for comment at the Parish Council meeting on Tuesday 5th November;
- the final budget and precept demand will be presented to Councillors for minuted approval at the Parish Council meeting on Tuesday 3rd December;
- the precept demand will be submitted to EDDC by the Clerk by the January deadline.

The meeting closed at 11am.