

**CARTERTON TOWN COUNCIL  
MINUTES OF THE ADMINISTRATION COMMITTEE MEETING  
HELD AT THE TOWN HALL ON TUESDAY 7 DECEMBER 2021  
COMMENCING AT 6.00 PM**

Present: Cllr J Bull Chair

Cllr N Leverton (ex officio)  
Cllr M McBride  
Cllr L Sanders  
Cllr J Sangster

Apologies: Cllr M Crossland

Absent: Cllr S Baylis

Officers: Ron Spurs - Town Clerk

21 DECLARATIONS OF INTEREST

There were none.

22 MINUTES OF THE LAST MEETING

The Minutes of the Meeting of the Administration Committee held on 12 October 2021, previously circulated, were approved as a true record and signed by the Chair.

23 ADJOURNMENT FOR MEMBERS OF THE PUBLIC

There were no members of the public present.

24 POLLING CARDS – SHILLBROOK WARD

A vacancy exists for a Town Councillor in Shillbrook Ward and the Committee were asked to consider authorisation of Polling Cards for an Election on 20 January 2022.

The Committee RECOMMEND that Council APPROVE the issue of Polling Cards.

25 BUDGET AND PRECEPT 2022/2023

The proposed Budget and Precept reports and for the financial year 2022/2023, prepared in consultation with the with the Chairman and Deputy Chairman of the Council and the Deputy Chair of the Administration Committee, had been circulated to Members for their consideration.

Despite the impact of the Covid-19 virus, the Council has been able to fulfil its legal obligations and deliver projects for the benefit of the town. The Clerk highlighted the importance of maintaining sufficient reserves to manage unforeseen challenges that may arise in the coming year.

It is best practice that the Precept should as far as possible be set to balance anticipated expenditure against anticipated income.

The proposed Budget for 2022/2023 is appended to these Minutes at Annex A.

The Tax Base for the Precept is £5,498.47 and Band D tax is £73.29, which results in a Precept of £402,984.

The Committee RESOLVED to RECOMMEND that Council APPROVE the proposed Budget and set a Precept of £402,984 for the financial year 2022/2023.

The meeting ended at 7.15pm.

1 March 2022

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Chairman