

Stratfield Mortimer Parish Council

Full Council 09/09/2021

Budget Process 2022/23

Agenda item 21/067 6 To receive confirmation of the approach and timetable for the preparation of the 2022/23 budget as agreed by Finance and General Purposes.

The table below summarises the approach and timetable for the preparation and agreement of the budget and precept for 2022/23:

Date	Activity	Responsible
September 2021	<ol style="list-style-type: none">1. Committees and Working Parties to:<ol style="list-style-type: none">i. Identify potential new projects and associated costs.ii. Identify associated costs for ongoing projects.iii. Consider operating costs and income.2. Draft Action Plan* to be drawn up based on identified projects as per 1.3. Chairman and Committee Chairs and RFO to review operating costs and income.	Chairs of Committees and Working Parties/ Chairman and RFO
2 nd November 2021	F&GP to review the proposed Action Plan with recommendations to Full Council as appropriate.	F&GP
7 th December 2021	F&GP review first draft budget and provide input and amendments.	F&GP
Mid December 2021	Amended draft budget to be issued to all councillors for information.	RFO
6 th January 2022	F&GP to approve draft budget for submission to Full Council. NB: councillors are welcome to attend F&GP public session if they wish to provide early comments to F&GP	F&GP
13 th January 2022	Full Council to consider and approve the 2020/21 budget and precept.	Full Council
End January 2022	Precept for 2022/23 confirmed to West Berkshire Council.	Clerk

* See document 21-021 3.1 Action Plan Example Document. This has been produced by the Clerk as one of the Learning Outcomes for CiLCA but could be a useful tool in helping the Council to identify and budget for and monitor and manage projects.