

Stratfield Mortimer Parish Council

Full Council 14/09/2023

Budget Process 2024/25

Agenda item 23/063 8. To receive confirmation of the approach and timetable for the preparation of the 2024/25 budget as agreed by Finance and General Purposes.

The table below summarises the agreed approach to the preparation and agreement of the budget and precept for 2024/25:

| Date | Activity | Responsible |
|------------------------|---|---|
| September/October 2023 | <ol style="list-style-type: none">1. Committees/ Working Parties/Steering Groups 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. Chairman and Committee Chairs and RFO to review operating costs and income. | Chairs of Committees and Working Parties/NP Steering Group Chairman and RFO |
| November 2023 | F&GP to: <ol style="list-style-type: none">1. Consider recommendations and associated capital and revenue costs/income of the:<ol style="list-style-type: none">i. Communications Working Partyii. The Street Footway Working Partyiii. Mortimer to Burghfield Cycleway and Footpath Working Partyiv. Strategy Working Party2. Review the Investment Strategy | F&GP |
| 1st December 2023 | F&GP to review the draft budget and provide input and amendments. | F&GP |
| Mid December 2023 | Amended draft budget to be issued to all councillors for information. | RFO |
| 2nd January 2024 | 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 |
| 11th January 2024 | Full Council to consider and approve the 2024/25 budget and precept. | Full Council |
| End January 2024 | Precept for 2024/25 confirmed to West Berkshire Council. | Clerk |