

## Preparation of 2022/23 budget

The following is suggested as the outline plan for preparation of the 2022/2023 budget and precept request. Dates to be confirmed.

- 18 Nov 21 Clerk emailed form for suggestion of any proposed projects for 2022/2023 to Parish Councillors prior to November meeting – **please use the form at the bottom of this page, fill in and email back to the Clerk prior to the meeting on 24<sup>th</sup> November meeting**
- 24 Nov 21 Parish Council meeting reviews proposed projects and agrees which of these will be included into the budget and also answers any questions Clerk has about budget assumptions.
- Dec 21 Clerk completes spreadsheet budget model containing figures for actual income and expenditure for first three quarters and projected figures for final quarter for discussion with Finance working group (meeting date to be agreed at 24th November meeting)
- 12 Jan 22 Meeting of full Parish Council to review, revise and agree the budget and precept request (traditionally this meeting will be restricted to the budget and any current planning applications)
- 14 Jan 22 Last date for precept request to reach ESBC – this date still to be confirmed as yet no correspondence received from ESBC on precept

Sarah Meads  
18th November 2021

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## Proposal for projects and grants in 2022/2023

Please complete this form and to email to Clerk prior to 24<sup>th</sup> November 2021 meeting if there are any projects or grants you wish to propose for 2022/2023.

Councillor \_\_\_\_\_

Description of proposed project or grant	Cost Apr-Jun	Cost Jul-Sep	Cost Oct-Dec	Cost Jan-Mar	Total cost in year
1.					
2.					
3.					
4.					
5.					
6.					