

SOUTH SWINDON PARISH COUNCIL

Budget 2018/19

Full Council – 17 October 2017

1. Introduction

The Parish Council has the opportunity this year to consider their budget in a timely manner and this report sets out the suggested procedure to follow.

2. Report Details

- 2.1** The first consideration will be to ask Councillors and Staff for any items they would like to be considered in the budget for 2018/19. These requests should be sent to the Clerk by Friday 20 October 2017
- 2.2** A draft budget will then be drawn up by the Clerk and this will be considered by the Chair and Vice-Chair in early November.
- 2.3** There will then be a Working Party Meeting in November 2017 for all Councillors to attend where the budget will be considered in detail. A date can be set at the meeting for this Working Party meeting.
- 2.4** From this meeting a formal budget report and budget will be prepared to be considered at the Full Council Meeting on 19 December 2017.
- 2.5** If, for any reason the budget and Precept cannot be agreed at the December Meeting, there will be time in January 2018 to set the budget. The Precept demand is normally required by Swindon Borough Council by the end of January.

3. Recommendations

- 3.1** That the procedure as outlined in the report be followed.
- 3.2** That a date be set for the Budget Working Party Meeting.