



BUDGET PROCESS

TOWN COUNCIL MEETING

REPORT 46/24

14 OCTOBER 2024

The purpose of this Report is to ask Members to consider and agree the budget process for the 2025-26 financial year.

NO. DETAILS

1) BACKGROUND

In recent financial years, the budget process has commenced with a draft budget being prepared by the Town Clerk & RFO and being considered by an informal meeting of the Council; the draft budget being based on current service levels and any further services currently under consideration.

2) CONTENT

- a) It is recommended to commence the 2025-26 budget considerations with a draft budget from the RFO being considered at an informal meeting of the full council in early November 2024.
- b) An updated version of the budget following the informal meeting will be considered by the full council at its meeting on 10 December. Any further budget proposals from individual Councillors shall be required to be supplied to the RFO by 30 November 2023 in order that they can be included in the Budget Report to be considered at the full council meeting.
- c) The full Council Meeting on 10 December to agree a draft budget to be recommended to full Council on 10 February 2025 when a final budget and precept for 2025-26 will be agreed. The RFO will examine and refine budget content with Councillors as appropriate prior to the budget setting meeting, with changes from the agreed December budget figures being highlighted.

3) RECOMMENDATION

The Town Council is recommended to approve the budget process as detailed above, subject to any changes it feels are necessary.
