

Cost Centre Code

Item	Budget 2019/20	Audited 2019/20	Budget 2020/21	R&P to 13 Jan 2021	Estimated Due to 31/3/21	Est Year End Totals	Draft Budget 21/22	Variance % +/-	Comments/Queries
INCOME									
Carried over balance				£ 2,413.86		£ 2,413.86	£ 3,172		
15 Precept		£ 9,465.00	£ 10,030.00	£ 10,030.00	£ -	£ 10,030.00	£ 9,615	-4%	
BCKLWN Precept Grant		£ 50.00	£ 60.00	£ 60.00	£ -	£ 60.00	£ 40	-33%	extension expected decision 21 Jan 20
Bank Interest	£ 6.00	£ -	£ 6.00	£ 1.24	£ 1.00	£ 2.24	£ 2	-67%	
BCKLWN CIL Grant						£ -			
VAT	£ 70.00	£ -	£ 70.00	£ -	£ 318.00	£ 318.00			
Grants						£ -			
Misc						£ -			
TOTAL	£ 76.00	£ 9,515.00	£ 10,166.00	£ 12,505.10	£ 319.00	£ 12,824.10	£ 12,829	26%	
EXPENDITURE									
Administration									
2 Staff Salaries & PAYE		£ 2,927.55	£ 3,188.00	£ 2,684.55	£ 764.55	£ 3,449.10	£ 3,084	-3%	inc 2% increment and est NJC 0% rise
3 Clerks Allowances & Expenses		£ 127.91	£ 300.00	£ 216.50	£ 50.00	£ 266.50	£ 200	-33%	Work from Home £120 + Travel
5 Training/Conf	£ 300.00	£ 180.00	£ 300.00	£ 60.00	£ 30.00	£ 90.00	£ 300	0%	
6 Subscriptions (NALC/SLCC/ICO)	£ 195.00	£ 219.00	£ 195.00	£ 136.47	£ 67.50	£ 203.97	£ 210	8%	ICO moved to this CC
4 Admin General (Stationery/post)	£ 400.00	£ 187.00	£ 180.00	£ 137.43	£ 40.00	£ 177.43	£ 200	11%	
1 Audit	£ 250.00	£ 50.00	£ 250.00	£ 50.00	£ -	£ 50.00	£ 50	-80%	Auditor to be appointed cost TBC
4 Account Software (Scribe)		£ 96.75	£ 100.00	£ -	£ 100.00	£ 100.00	£ 100	0%	
10 Meeting hall hire / Zoom		£ 90.00	£ 90.00		£ 18.00	£ 18.00	£ 90	0%	Assumes public meeting from Apr
7 Insurance		£ 441.09	£ 450.00	£ 362.08	£ -	£ 362.08	£ 400	-11%	
4 Newsletter		£ 90.00	£ 120.00	£ 30.00	£ 30.00	£ 60.00	£ 120	0%	
4 Election/Referendum		£ 49.01				£ -	EMR		payment from EMR when required
Open Spaces/Provisions									
12 Street Lighting Electricity	£ 407.00	£ 295.00	£ 507.00	£ 313.61	£ 84.00	£ 397.61	£ 320	-37%	
12 Street Lighting Maint Contract -Westcotec	£ 100.00	£ 90.25	£ -	£ 90.25	£ -	£ 90.25	£ 100		
13 Grounds Maintenance (inc Grass Cutting)		£ 1,264.29		£ 1,714.29	£ -	£ 1,714.29	£ 1,600		
20 Playing Field	£ 2,400.00		£ 2,400.00	£ 134.50		£ 134.50		-100%	Broken out into sub headings
21 Litter Collection		£ 51.50		£ 52.60	£ -	£ 52.60	£ 55		
13 Dog Bins Collection		£ 76.96			£ 80.00	£ 80.00	£ 80		
13 Street Furniture/General Maint		£ 39.95			£ 250.00	£ 250.00	EMR		£250 bench secure - payment from EMR when required in future
11 Play equipment (Inspection)		£ 65.00			£ 70.00	£ 70.00	£ 70		
11 Play Eqpt Repairs/Replacement		£ 12,100.00			£ 200.00	£ 200.00	EMR		£200 to re-open, payment from EMR when required
Section 137 Payments/Donations						£ -			
General (Poppy Wreath?)			£ 25.00			£ -	£ 25	0%	
Village Hall		£ 900.00	£ 900.00		£ 900.00	£ 900.00	£ 900	0%	
PCC - Churchyard		£ 900.00	£ 900.00		£ 900.00	£ 900.00	£ 900	0%	
TOTAL	£ 4,052.00	£ 20,241.26	£ 9,905.00	£ 5,982.28	£ 3,584.05	£ 9,566.33	£ 8,804	-11%	Projected Expenditure for FY
						£ 3,257.77			Est R&P Surplus/Deficit

CIL					£ -		0		Balance
							0		Spend plan ?

EAR MARKED RESERVES	Target	EMR 31 Mar 20	EMR contrib 20	EMR Exp 2020	EMR 31 Mar 21	Contrib 21/22	2021 Balance	
Operating Contingency	£4,000.00	£ 3,043.90			£ 3,045.14	£455.00	£ 3,500.14	Recommended target 50% of Operating costs
Elections	£1,000.00					£500.00	£ 500.00	Target date May 2023 (£1k if contested £50 if not)
Street Furniture New/repair/replacement	£1,500.00					£500.00	£ 500.00	eg Uninsured replacement of Street Light
Tree Maintenance	£1,000.00					£500.00	£ 500.00	Remove dangerous tree
Play Park repair/replacement	£5,000.00					£2,000.00	£ 2,000.00	annual minor repairs and toward item replacements
Laptop	£350.00					£70.00	£ 70.00	5 yr life
Projects							£ -	Trods etc
TOTAL	£12,850.00	£3,043.90	£0.00		£ 3,045.14	£ 4,025.00	£ 7,070.14	

Cash in hand 31 Dec 20	£ 9,481.74	Tax Base	£ 99.30	2021/22	-£ 0.45	Precept required to balance
EMR projection 31 Mar 21	<u>£ 3,045.14</u>	Band D Rate	£ 104.48		£96.83	Band D for next FY
Available funds 30 Oct 20	£ 6,436.60	Electoral Role	248	TBC		
R/P balance projection at 31 Mar 21	<u>£ 3,265.05</u>	S.137 Rate	£ 8.32			
Projected C/O at 31 Mar 2021	£ 3,171.55	S.317 Limit	£ 2,063.36			

Narrative

With a change of clerk comes a different way of working, the baseline R&P doesn't change but headings and structure is re-organised to match my working methods across all the councils worked for to ease familiarity with process, which in turn allows any errors or anomalies to be identified more easily.

The projected payments and income for the remainder of the FY are calculated from the budget and routine and result in projected surplus at the end of the FY of £4647 with a calculated carry over of cash in the current account of £4111 and a cash balance of £3045 in the savings account.

To date I understand from handover that reserves are not ear-marked for particular aspects of the budget and contingencies, my preferred method of justifying reserves is to allocate them to the Ear Marked Reserves (EMR) where items and services can be budgeted for over the longer term and up to 5 years ahead as is the current advice on best practice, this has the benefit of smoothing costs and preventing the need for a sudden spike in Precept to cater for large ticket items or capital projects when they arise. As such I have set what I would expect to be likely EMR and that is for consideration during the budget setting process.

I have re-organised the headers slightly for clarity and to make budget monitoring easier to follow.

The carry over in the current account is calculated as income for the next FY and combined with the saving account balance (which is where the EMR is held) it forms the basis of cash balance against which the projected expenditure is deducted, the deficit is then set as the Precept demand to balance the budget.

I am not in receipt of the CIL statement for the next FY to calculate and this needs to be ascertained and included in the calculation. Any CIL apportioned to the PC has to be spent within a time limit and is limited in what it can be spent on ie infrastructure improvements.

At this juncture I am unaware of any capital projects but do know that Village Hall management is under review and that there is a budget line for £900 to support the operation of the village hall, I look forward to gaining a greater understanding of the issues and solutions to make the village hall self-sustaining. The Electoral role figure is an estimate and the actual figure is required to calculate the S.137 to ensure that the significant donations of £900 to the Village Hall and PCC are within the limit of £8.32 per person on the electoral roll

A precept demand of £9615 is the draft figure pending ratification of the draft budget.