

RUSHMERE ST ANDREW PARISH COUNCIL - BUDGET BUILD 2018 - 2019

Source: Clerks
Status: For approval by PC
Distribution: All Councillors

Issue: 3 Draft
Date: 11/01/2018

This full budget & precept were approved by The Parish Council on: 11th January 2018

OVERALL 2018/2019 PARISH COUNCIL BUDGET & PRECEPT

Source of expenditure and income	Expenditure		Income		
General Purposes & Finance Committee.	£	91,632	£	800	
Planning & Development Commtee.	£	250	£	-	
Parish Amenities & Services Committee.	£	24,895	£	-	
Allotment Management Advisory Panel	£	4,805	£	4,497	
Other	£	-	£	-	
Transfer to Reserves to balance general fund	£	-	-£	315.00	
Transfer to reserves	£	-	£	-	
Total of Precept required for 2018/2019			£	116,600	
	BALANCE	£	121,582	£	121,582

Amount to be raised direct via council tax ('The Precept')

£ 116,600.00

Notes:

The general contingency fund remains at £5,000 for year 2018/2019

Precept for year 2017/2018 was £ or £ per band D based on 0 equivalent properties.

#DIV/0!

based on Band D properties.

Thus the increase per Band D equivalent household is: **0.0%**

PC Approved version 11/01/2018

GENERAL PURPOSES & FINANCE COMMITTEE ANNUAL BUDGET 2018/2019

PREDICTED EXPENDITURE:

2017/2018	ALL FIGURES ARE EX VAT	2018/2019
Expenditure	Approved by GP&F 14th December 2017	Expenditure
£ 150	S137 - Payments - miscellaneous (Wreaths etc)	£ 150
£ 1,100	S137 Payments - Subscriptions to SALC, CAS, etc. 2017 subscription will be £1032	£ 1,200
£ 1,000	S137 Payments - Donations and Grants (1% of precept up to £1k max)	£ 1,000
£ 2,700	S142 (Publicity - Newsletter, Website, Noticeboards, etc). Excludes income from advertising, but see below under 'income' where this is offset.	£ 3,000
£ 36,000	Clerk & Assistant Clerk Salaries and Employer NI payments. Includes NALC 1% agreed rise in April 2017	£ 35,000
£ 1,750	Insurance premiums. 2018 is year 5 of 5 year long term discount premium.	£ 1,850
£ 800	Audit fee, external and internal	£ 600
£ 400	Training for Councillors and Officers	£ 600
£ 1,700	General Administration, e.g. stamps, paper, ink, telephone, books and admin/clerk for sundries	£ 2,000
£ 2,200	Hire charges - Parish Room storage rent & meeting room hire	£ 2,200
£ 3,000	Hire Charges - Tower Parish Office rent	£ 3,000
£ 12,000	Crime Prevention - Including Funded PCSO. Cost of fully funded PCSO is £32,500 but shared with Kesgrave our portion would be £10,834 excluding any shift allowances if late working is introduced. There is £1282 left over from 2016/17 towards any funding.	£ 12,500
£ 21,332	S19 - Payments - Building Loan repayable to PWLB PWLB Statement at 31/10/16, £139,780 outstanding. Final payment due 10/05/2024	£ 21,332
£ 4,000	Parish Room - Following creation of office - restart annual set aside for future build of own parish room and council chamber.	£ 5,000
£ -	- Possible appointment of external Data Processing Officer/ Company (NOTE: recommended rate based on full service for our level of precept is £6000)	£ 2,200

£ 88,132	TOTAL ESTIMATED EXPENDITURE	£ 91,632
£ 800	LESS INCOME	£ 800
£ 87,332	ESTIMATED BUDGET REQUIRED	£ 90,832

PREDICTED INCOME:

2017/2018		2018/2019
Income		Income
£ 800	Income from newsletter advertising - estimate	£ 800
£ 800	TOTAL INCOME FROM EXTERNAL SOURCES	£ 800

PARISH AMENITIES & SERVICES COMMITTEE ANNUAL BUDGET 2018/2019

PREDICTED EXPENDITURE:

2017/2018	ALL FIGURES ARE EX VAT	2018/2019
Old Est		New Est
Expenditure	Approved by PA&S 16th November 2017	Expenditure

Recurring Costs

£	200	Public seats and notice boards (maintenance).	£	500
£	3,100	Greenways maintenance of Mill Stream area as per 2015-2018 programme.	£	3,400
£	860	Greenways maintenance of Sandlings area as per 2015-2018 programme.	£	400
£	700	General Parish Maintenance - Litter clearance (all areas).	£	700
£	1,000	General Parish Maintenance - Other (minor works). To cover anything not covered by other categories and includes any consumables/ materials.	£	1,000
£	1,345	General Parish Maintenance - Specifically Limes & Chestnut ponds - Includes Pest Control at £345 per year.	£	1,345
£	4,235	Play area Inspections - Engineering, Technical & RoSPA. Includes Yewtree - 5 sites. Fixed for 3 years from 01/04/16 and includes a 7.5% discount for paying annually. Existing contract runs until 31 Mar 2019 at £4,235pa. Add 5% for 2018/19 to cover new equipment.	£	4,450
£	7,000	Grounds Maintenance and Repair of Play areas, Public Open Spaces, Footpaths. Excludes ponds & Mill Stream/Sandlings	£	10,000

Capital Costs

£	1,000	Play and POS area enhancements.- Includes street furniture	£	1,100
£	3,590	Tower Hall Play Area - Provision of 1.8m twin wire fence £3590.	£	-
£	-	Chestnut Pond - An earmarked reserve of £614 for refurbishment work remains at 15/01/17	£	-
£	-	Battles Over Event	£	2,000
£	-	Notice board replacement. - No new boards for 2018/19	£	-

£	23,030	TOTAL ESTIMATED NEW EXPENDITURE	£	24,895
£	-	LESS INCOME	£	-
£	23,030	ESTIMATED BUDGET REQUIRED	£	24,895

The above agreed estimated budget to be forwarded to the GP&F Committee

PREDICTED INCOME:

2017/2018		2018/2019
n/a	Unknown - but some grant money may be available from DC & SCC Community budgets.	
£	TOTAL INCOME FROM EXTERNAL SOURCES	£
-		-

ALLOTMENT MANAGEMENT ADVISORY PANEL ANNUAL BUDGET 2018/2019

PREDICTED EXPENDITURE:

2017/2018 Old Est Expenditure	Approved by PA&S 16/11/17		2018/2019 New Est Expenditure
Recurring Costs			
£ 300	Allotment water rates.		£ 350
£ 1,600	Grass cutting - New 3 year contract. - wef Dec 2016 at £88.50 per cut max of 18 cuts/year		£ 1,700
£ 600	Hedge cutting - New 3 year contract at £495 per cut with 1 cut/year wef Dec 2016 or £275 per cut if 2 cuts/year required		£ 660
£ 345	Skips for clearing rubbish. Allow for 3 skips @ £115 each. Now £120 each		£ 360
£ 120	Miscellaneous clearing i.e. strimming empty plots		£ 300
£ 165	Vermin Control Suffolk Coastal Norse contract		£ 165
Capital Costs			
£ 2,806	Estimated deficit from 2017/18 after paying maintenance costs October 17 to end March 18		£ 1,270
£ 5,936	TOTAL ESTIMATED NEW EXPENDITURE		£ 4,805
£ 4,478	LESS INCOME		£ 4,497
£ 1,458	ESTIMATED BUDGET REQUIRED but not essential - In addition to subsidy		£ 308

The above recommended estimated budget to be forwarded to the PA&S and GP&F Committees

PREDICTED INCOME:

2017/2018 Income		2018/2019 Income
£ 1,647	Allotment rents - Estimate	£ 1,647
£ 331	Allotment water rate recovered from tenants in 2017/18. - Estimate for 2018/19 is £350	£ 350
£ 1,500	Parish Council subsidy.	£ 1,500
£ 1,000	Income from Baptist Church parking	£ 1,000
£ 4,478	TOTAL INCOME FROM EXTERNAL SOURCES	£ 4,497

Note 1 Water is metered and cost recovered through an in-arrears charge on all tenants

ALLOTMENTS:

Recommendation from AMAP and endorsed by PA&S is that rent for 2018 will remain at £50 for a full plot. Rent payment date is 2nd October of each year (in arrears).

PLANNING & DEVELOPMENT COMMITTEE ANNUAL BUDGET 2018/2019

PREDICTED EXPENDITURE:

2017/2018		2018/2019
Expenditure	Approved by P&D 25/10/17	Expenditure
£ 250	Miscellaneous expenditure to support planning & development activity	£ 250
£ -		£ -
£ 250	TOTAL EXPENDITURE	£ 250
£ -	LESS INCOME	£ -
£ 250	BUDGET REQUIRED	£ 250

The above agreed estimated budget to be forwarded to the GP&F Committee

PREDICTED INCOME:

2017/2018		2018/2019
Income		Income
£ -	None	£ -
£ -	TOTAL INCOME FROM EXTERNAL SOURCES	£ -

CEMETERY ACCOUNT - Run as a separate self funding account

At 31st March 2017 the cemetery Current Account stood at £24,315 credit. Previous year was £4,610

In addition £15,000 was held as Earmarked Reserves in a Business Premium account

Cemetery income for the year 2016/2017 was £27,779 with expenditure (ex VAT) of £16,892

Cemetery income from 1st April to 16th November 2017 is £17,125 with expenditure (ex VAT) of £9,172

Cemetery fees were recently reviewed for implementation from 1st January 2018. Only open burial of ashes fees were recommended for increase

Doc. History:	Issue 1	First Draft MB, SS & PA&S review 16/11/17
	Issue 2	Reviewed version for presenting to GP&F 14/12/17
	Issue 2	Approved by GP&F 14/12/17
	Issue 3	Approved by PC 11/01/18