

GENERAL PURPOSES & FINANCE COMMITTEE ANNUAL BUDGET 2020/2021

PREDICTED EXPENDITURE:

2019/2020	ALL FIGURES ARE EX VAT	2020/2021
Expenditure	For Approval by GP&F 3rd December 2019	Expenditure
£ 200	S137 - Payments - miscellaneous (Wreaths etc)	£ 200
£ 1,250	S137 Payments - Subscriptions to SALC, CAS, etc. 2020 subscription will be £1,106	£ 1,350
£ 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.	£ 2,400
£ 300	Bank charges	£ 350
£ 42,000	Clerk & Assistant Clerk Salaries and Employer NI payments.	£ 43,000
£ 2,000	Insurance premiums. 2018 is year 5 of 5 year long term discount premium.	£ 1,600
£ 650	Audit fee, external and internal	£ 700
£ 600	Training for Councillors and Officers	£ 600
£ 2,300	General Administration, e.g. stamps, paper, ink, telephone, books and admin/clerk for sundries	£ 2,700
£ 2,400	Hire charges - Parish Room storage rent & meeting room hire. 10%	£ 2,650
£ 3,650	Hire Charges - Tower Parish Office rent. 10% increase Jan 2020	£ 4,000
£ 10,000	Crime Prevention - Including Funded PCSO. Cost of fully funded PCSO is £26,110.02 but shared with Kesgrave our portion would be £8703.34 excluding any shift allowances if late working is introduced. There is £1282 left over from 2016/17 towards any funding.	£ 9,500
£ 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
£ 1,500	Parish Room - Following creation of office - restart annual set aside for future build of own parish room and council chamber.	£ 1,800
	Neighbourhood Planning	£ 500
£ 2,200	Election Costs	£ -
£ 94,082	TOTAL ESTIMATED EXPENDITURE	£ 93,682
£ 800	LESS INCOME	£ 800
£ 93,282	ESTIMATED BUDGET REQUIRED	£ 92,882
PREDICTED INCOME:		
2019/2020		2020/2021
Income		Income
£ 800	Income from newsletter advertising - estimate	£ 800
£ 800	TOTAL INCOME FROM EXTERNAL SOURCES	£ 800

Please insert this document in Section 5 of the Councillors Handbook

RUSHMERE ST ANDREW PARISH COUNCIL - BUDGET BUILD 2020 - 2021

Source: Clerk
 Status: Approved by PC
 Distribution: All Councillors

Issue: Final
 Date: 03/12/2019

This full budget & precept were approved by The Parish Council on:

OVERALL 2020/2021 PARISH COUNCIL BUDGET & PRECEPT

Source of expenditure and income	Expenditure	Income
General Purposes & Finance Committee.	£ 93,682	£ 800
Planning & Development Commttee.	£ 500	£ -
Parish Amenities & Services Committee.	£ 31,500	£ -
Allotment Management Advisory Panel	£ 805	£ 2,550
Other	£ -	£ -
Transfer from Reserves to balance general fund		£ 137
Transfer to reserves	£ -	
Total of Precept required for 2020/2021		£ 123,000
BALANCE	£ 126,487	£ 126,487

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

£ 123,000

Notes:

The general contingency fund remains at £5,000 for year 2020/2021

Precept for year 2019/2020 was £120000 or £46.88 per band D based on 2560 equivalent properties.

The total Precept now averages £47.79 per band D equiv property per year, a £0.91 precept increase per property based on 2573.67 Band D properties.

Thus the increase per Band D equivalent household is: **1.9%**

Previous year Precept £120,000	Previous year Band D Amount £46.88 (auto-calculates)	Previous year band D Properties 2560
These figures are taken from the relevant SCDC Precept letter		
Percent Increase 1.9% per Band D	Current year Band D Amount £47.79 (auto-calculates)	Current year band D Properties 2574

Please insert this document in Section 5 of the Councillors Handbook

Approved by PC on 10/01/2019

PARISH AMENITIES & SERVICES COMMITTEE ANNUAL BUDGET 2020/2021

PREDICTED EXPENDITURE:

2019/2020	ALL FIGURES ARE EX VAT	2020/2021
Old Est Expenditure	Approved by PA&S 21st November 2019	New Est Expenditure
Recurring Costs		
£ 500	Public seats and notice boards (maintenance).	£ 600
£ 3,400	Greenways maintenance of Mill Stream area as per 2019-2021 agreed programme.	£ 3,400
£ 400	Greenways maintenance of Sandlings area as per 2019-2021 agreed programme	£ 1,000
£ 730	General Parish Maintenance - Litter clearance (all areas)	£ 800
£ 1,100	General Parish Maintenance - Other (minor works). To cover anything not covered by other categories and includes any consumables/ materials.	£ 1,100
£ 1,450	General Parish Maintenance - Specifically Limes & Chestnut ponds. No longer annual pest control contract in place with East Suffolk Council (change in legislation) but allowed £200 for pest control.	£ 1,300
£ 4,700	Play area Inspections - Engineering, Technical & RoSPA. Includes Yewtree - 5 sites. Contract from 01/04/19 to 31/03/2020 at £2419.80pa, includes a 7.5% discount for paying annually.	£ 3,000
£ 13,000	Grounds Maintenance and Repair of Play areas, Public Open Spaces, Footpaths. Excludes Sandlings and Mill Stream LNR. Allow for repairs at Chestnut Pond and replacement of equipment at Broke Hall Playing Field.	£ 11,000
Capital Costs		
£ 1,100	Play and POS area enhancements.- Includes street furniture	£ 3,000
	Broke Hall Playing Field Path	£ 4,600
£ -	Broke Hall Gates	£ 450
	Scarecrow festival	£ 500
£ 750	Notice board replacement. - One new board for 2020/21	£ 750
£ 27,130	TOTAL ESTIMATED NEW EXPENDITURE	£ 31,500
£ -	LESS INCOME	£ -
£ 27,130	ESTIMATED BUDGET REQUIRED	£ 31,500
The above agreed estimated budget to be forwarded to the GP&F Committee		
PREDICTED INCOME:		
2019/2020		2020/2021
n/a	Unknown - but some grant money may be available from DC & SCC Community budgets.	
£ -	TOTAL INCOME FROM EXTERNAL SOURCES	£ -

Please insert this document in Section 5 of the Councillors Handbook

ALLOTMENT MANAGEMENT ADVISORY PANEL ANNUAL BUDGET 2020/2021

PREDICTED EXPENDITURE:

2019/2020 Old Est Expenditure		2020/2021 New Est Expenditure
Recurring Costs		
£ 350	Allotment water rates.	£ 350
£ 1,700	Grass cutting - New 3 year contract. - wef Dec 2016 at £88.50 per cut max of 18 cuts/year	£ 1,700
£ 660	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
£ 330	Skips for clearing rubbish. Allow for 2 skips @ £165 each and inflation	£ 330
£ 300	Miscellaneous clearing i.e. strimming empty plots	£ 300
£ 165	Vermin Control Suffolk Coastal Norse contract	£ 165
Capital Costs		
-£ 397	Estimated surplus from 2018/19 after paying maintenance costs Aug to end March	-£ 2,700

£ 3,108	TOTAL ESTIMATED NEW EXPENDITURE	£ 805
£ 3,547	LESS INCOME	£ 2,550
-£ 439	ESTIMATED BUDGET REQUIRED but not essential - In addition to subsidy	-£ 1,745

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

2019/20 Income		2020/2021 Income
£ 2,447	Allotment rents - Estimate	£ 2,200
£ 350	Allotment water rate recovered from tenants in 2017/18. - Estimate for 2019/20 is £350	£ 350
£ 750	Parish Council subsidy.	
£ 3,547	TOTAL INCOME FROM EXTERNAL SOURCES	£ 2,550

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

ALLOTMENTS:

Recommendation from AMAP that rent for 2020 will be £55 for a full plot, £27.50 for a half a plot and £5.50 for a manure bin. Rent payment date is 2nd October of each year (in arrears).

Please insert this document in Section 5 of the Councillors Handbook

PLANNING & DEVELOPMENT COMMITTEE ANNUAL BUDGET 2020/2021

PREDICTED EXPENDITURE:

2019/2020		2020/2021
Expenditure	Approved by P&D 14/11/19	Expenditure
£ 250	Miscellaneous expenditure to support planning & development activity	£ 500
£ -		£ -
£ 250	TOTAL EXPENDITURE	£ 500
£ -	LESS INCOME	£ -
£ 250	BUDGET REQUIRED	£ 500

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

PREDICTED INCOME:

2019/2020		2020/2021
Income		Income
£ -	None	£ -
£ -	TOTAL INCOME FROM EXTERNAL SOURCES	£ -

CEMETERY ACCOUNT - Run as a separate self funding account

At 31st March 2019 the cemetery Current Account stood at £65,205.77 credit. Previous year was £44,782.78

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

Cemetery income for the year 2018/2019 was £32,589 with expenditure (ex VAT) of £10,450.37

Cemetery income from 1st April to 14 November 2019 is £15,720.00 with expenditure (ex VAT) of £9,639.01

Cemetery fees were recently reviewed for implementation from 1st January 2020. No increases recommended

Doc. History:	Issue 1	First Draft MB, SS & PA&S review 21/11/19
	Issue 2	Reviewed version for presenting to GP&F 03/12/19
	Issue 2	For approval by GP&F 03/12/19
	Issue 3	For approval by PC 09/01/19

Please insert this document in Section 5 of the Councillors Handbook