

			F&P 18.5.21 AGENDA 10A		
BUDGET 21-22					
KEY	Income	NOTES FOR 21/22	NEW YEAR	2021/22	
	Expenditure		Proposed Budget	EMR	New Budget 21/22
101	Administration				
1176	Precept		851159	0	
1177	Council Tax Support Grant	Same at last year	16598	0	
1184	CIL & S106 Payments	21/22 to be spent on "maintenance of land at South Close LBZ" only for up to 10yrs	8295	0	
1190	Interest Received		500	0	
1195	FIT Payments	Solar panel payments	100	0	
1199	Miscellaneous Income		0	0	
			876652	0	876652
4000	Salaries	Inc CDO & App with no cost of living	128053	0	
4004	PAYE & NI Payments	No increase allowed for Tax/NI	54603	0	
4005	Pension Contributions	Inc CDO & App with no cost of living	49001	0	
4007	Councillors' Allowances	No increase	16815	0	
4008	Professional Services	Professional/HR cost for specific projects will be added to that project cost. Added Payroll Services £1750 plus contingency	5000	0	
4011	Photocopier Lease & Contract	+2%	3904	0	
4012	Insurance	General insurance	3000	0	
4013	Insurance claims	To cover excess to pay	500		
4016	Travelling Expenses	Same as 20/21	850	0	
4018	Stationery/Printing	Reduced slightly	1250	0	
4019	Postage Stamps	Reduced slightly	1250	0	
4020	Staff Training	GMD Masters agreement for 2 x EMRs total £6k. CDO £600, DC £1000, SK £300, KH/First Aid £130. Conferences various £1,500	3530	6000	
4021	Councillor Training	Same as 20/21	1200	0	
4023	Audit Internal/External	Same as 20/21	3300	0	
4024	IT Support	Orchard: support £3000 pa (£240 pm + cont) & £105pa SSL certificate & £1140pa 365 BE (25 x £45.60) (ex vat). Allotments £170pa. Omega £780 - support; allotments; Making Tax Digital. Domain renew £80. Anti virus £110. Note website below. Total £5385 plus extra for contingency. 21/22 ADDITIONAL £900 ON TOP FOR "BACK UP EVERYTHING" (not included)	6535	0	
4025	IT Equipment	2 laptops - Admin and CDO plus 1	3000	0	
4026	Medical	Same as 20/21 - 1 OH referral to include flu jabs	350		
4028	Recruitment	Same/contingency no planned NEW staff	1500	0	

4090	Elections/Co-options	Potentially 2 elections (£21.5k per ward) + £5k polling cards x 2) 3rd yr of a £5k EMR to build up some funds (won't be enough) for next parish election in 2023	53000	15000	
4109	mobile phones	3 contracts (GMD/LC/JE) @ £10 pm plus spare	360	0	
4215	Subscriptions	RoSPA £400, ICO £40, WALC £2k, SAC £200. SLCC (Fellow) £453, £50 B'Card fee (rounding/cont)	3200	0	
4220	Legal Fees	Same as 20/21	2000	0	
4600	New Office Equipment	Same as 20/21	1000	0	
4999	Sundry expenses	Increase - 2019 was £212. 2020 Covid	250	0	
			343451	21000	364451
102	Office Expenditure				
1000	Hire Of Premises	Assuming a continuing impact on Covid	10000	0	
			10000	0	10000
4009	Maintenance contractors	New code for 101 to share the funds from 307. For electricians and plumbers. SK remove link to 307 for this code	2500		
4040	Pandemic	Contingency for office equipment reqd	2500		
4017	Cleaning Materials	Same as 20/21	400	0	
4100	Office Site Lease	Same as 20/21	2760	0	
4101	Utilities	Requested de-energisation of skatepark (Dec 20)	1600	0	
4102	Health & safety	Andy Rhoades (Consultant) £63.34 pm (see email from G dated 27.8.20) plus same budget as 20/21	1760		
4104	Repairs/Replacements	EMR New boiler £1.5K & £1K contingency. Plus £1k operating	1000	2500	
4105	Alarm Fire/Intruder	Same as 20/21 Cannon	800	0	
4106	Sanitary Waste	+2%	136	0	
4107	Contracts/agreements	Blue Mountain £181; One Fruit (rental for hand dryers) £414.96; PAT testing £200 ; Boiler service £100;	900		
4110	Landline/Broadband	Upgrade to system in 20/21. Quote - £3228 p.a. (rounded)	2700	0	
4111	Office Maintenance	As 20/21 incs window cleaning £18.50 x12	500	0	
4112	Room Hire Refreshments	Same as 20/21	500	0	
4304	Office Bins	Same as 20/21. May change to internal service in future	350	0	
			18406	2500	20906
202	Grants				
4209	Grants	Same as 20/21 for post Covid recovery	9000	0	
			9000	0	9000
302	Play Areas				
1008+A100	Grants	Outdoor gym - New income code	10000		
			10000	0	10000

4010	Play Area Contractor/Security	Increase £10,000 for add skate park and ASBO contingency	10000	0		
4027	CCTV	SIM cost x 12 cameras pa = £120 x 12. Budget aspiration for x 10 new cameras/post capital projects	1440	0		
4305	Play Equipment Repairs	Same as 20/21 - to include swing grass mats plus contingency (Post Mgr to identify)	4500	0		
4306	Play Area Inspection	+2%	2388	0		
4316	Play Area Refurbishment	Gaynor £40k, Lunar £40k = £80k. £1k Dog Agility, Outdoor Gym (grant £0k), Outdoor trail in house with grass mats £3k (£84k)	84000			
4342	Skatepark Repairs	Put £500 in EMR (Y1 21/22 - tbc for future budgets)	0	500		
4513	Materials & equipment	Reduce to zero as new equipt included in refurb. Increase Repairs	0	0		
4518	Play Surface Repairs	Voyager £45 and contingency	48500	0		
			150828	500		151328
305	Leisure Gardens					
1004	Leisure Garden Tenants	+ CPI 2% (Covid)	3195	0		
			3195	0		3195
4310	Leisure Gardens Maintenance	Keep same	1500	0		
4315	Leisure Garden Water Rates	Keep same	320	0		
			1820	0		1820
307	POST					
1183	Grounds Maintenance work	includes gritting?	806			
			806	0		806
4000	Salaries	no cost of living but incremental increase	147898	0		
4004	PAYE & NI Payments	no allowance for increase in tax and ni	44617	0		
4005	Pension Contributions	no allowance for increase in tax and ni	50139	0		
4109	mobile phones	11 phones @ £10 pm plus £13 for additional data for DH x 12 months = £1476 rounded	1500	0		
4006	General Maintenance	Same as 20/21 (but inc £1300 for portaloos cleaning)	2600	0		
4009	Maintenance Contractors	Reduce to £2,500 and put same in 102 for building contractors like plumbing and electrician	2500	0		
4020	Staff Training	Plenty of contingency as same headcount (£300 x 10) Budget for NEBOSSH £1800 in 22/23	3000	0		
4040	Pandemic	Contingency funds (ie Covid)	2500	0		
NEW	Staff licences (from 2022/23)	CCTV SIA renewals for 22/23	0	0		

4200	Bus Shelters & Repairs	Same as 20/21 & CIL income at £191	500	0	
4026	Medical	Same as 20/21 (OH referrals £190 each), Flu Jabs x 10, Innoculation for new starter, medical	1000	0	
4301	Arboricultural work	Keep same to allow for contingency if Borough pass tree maintenance to us	10000	0	
4309	Horticultural work	Keep same - Re-planting 11 planters 5 hanging baskets, 2 troughs @ £30 = £540 x 2 = £1180 . Wildflower creation £1,000. £320 enhancements	2500	0	
4308	Notice Boards, Seats & Bins	Reduce to £500 (1 noticeboard, sleeper bed)	500	0	
4314	Equipment	Same as 20/21 -£50!	2000	0	
4350	Vandalism	Reduce to £1,000 as insurance cover	1000	0	
4506	Fuel	Reduce to £5,000 in line with current exp	5000	0	
4507	Vehicle Insurance	Same as 20/21. Increased to allow for claims made in 2020. Annual premium notified in Jan 21 (£3024.04 which includes community bus which has its own code see 501)	4550	0	
4508	Road Fund Licence	Same as 20/21	1150	0	
4509	(Vehicle) Servicing & Maintenance	Keep same - current spend on track	6000	0	
4510	Workwear & PPE	Keep same to allow for rebranding of items (£1,200 spent with MW this year)	3000	0	
4511	Vehicle tracking	Same as 20/21	650	0	
4514	Grass Cutting M/C Lease	Same as 20/21	10000	0	
4515	Grass Cutting M/C Maint	Reduce to £5k as Borough workshop potential	5000	0	
4517	Litter & Cleansing	Same as 20/21 - increase for litter picking materials	5000	0	
4522	Grounds Maintenance Contract	Based 20/21	50000	0	
4523	Fuel - Grass cutting	Reduce to £2k (pro - rata not applied)	2000	0	
4604	Festive enhancements	Reduce to £500 - for replacements and trees at gateways to be sponsored - 5 year living tree	500	0	
4615	New Machinery	Seasonal Street Sweeper to include brushes £350 pw (4 months) £5570 & £2500 (non new) Depot for POST Mgr	8070	0	
			373174	0	373174
401	Newsletter				
1001	Newsletter Advertising	Same as 20/21	1250	0	
			1250	0	1250
4400	Newsletter Printing	Same as 20/21	9690	0	
4403	Newsletter Distribution	Same as 20/21	2500	0	
4404	Newsletter Artwork	Same as 20/21	1700	0	
			13890	0	13890
402	COMMUNITY ENGAGEMENT				
1005	Advertising Fees (Rename Community Development & Grant Income)	MacDonalds, Grants for Youth Development, Dementia Café - ambitious Y1 target	7000	0	

4626	POST Depot	Rent for 1 yr (21/22) £35k plus short term set up costs, plus one-off restructure costs			74341		74341
4628	CCTV Infrastructure	Cameras excluded SIM running cost x 6 (£1209-120=1089 + 3 sets of posts £300 ea . Total £7434 . Remember £720 SIM in operating budget. Leaves £1846 contingency			9280		9280
					116621	42750	159371
		Total Budget Income			911152		
		Expenditure			1043834	66750	1110584
		Movement to/from(-) Gen Reserve			132,682		