

2022-2023 Budget - DRAFT Version 4

	Year Total Budget	Notes
Clerk Wages/PAYE	10,296.00	Based on 15 hour @£13 per hour per week
Employers Pension Contribution	308.88	3% on Gross
Staffing Costs	10,605	Parish Clerk & Responsible Finance Officer
Microsoft Office 365	95	
Webex meeting Software	-	
Travel	60	Estimated Travel per month
Printing	144	Paper & Cartridges
Telephone	60	EE Mobile Contract
Postage	24	Stamps
Stationary	60	Envelopes, Paper. Folders, Dividers, stationary.
Homeworking Allowance	180	Statutory amount of £15 per month
Meeting Room Hire/Setup Cost	372	Assumed Hall Usage for whole year.
Office & Meeting Costs	995	Postage, Printing, Stationary, Telephone, Broadband & Travel.
Website Hosting Fee	82	Based on actual
Printing CCN	3,620	Estimated Increased Rate - retender in Feb 2022
Advertising & Promotion	3,702	Website & CCN
Insurance	1,430	Based on 2020 plus increase 10%
Internal Audit	160	Increased to reflect 50% of external audit fee
External Audit	315	Based on current cost plus 5%
ICO Membership Fee	35	Actual
Annual Boiler Service	65	Actual
Fire Extinguisher Inspections	100	Based on worst case
Fire Alarm Inspections	180	Based on current cost plus 5%
Playground Inspection	123	Based on current cost plus 5%
Insurance, Legal & Professional Costs	2,408	Insurance, Audits & Inspections.
Changing Room Costs		
Electric	360	Based on current unit cost
Water Rates	90	Based on current cost and increased usage.
Community Centre Costs		
Waste Disposal	500	Based on current cost plus 5% increase
Electric	200	Based on current cost plus 5% increase
Utility & Waste Management Costs	1,150	Sulo Bin, Carpark Lights, Changing Room Electric & Water.
Village Costs		
Litter Picking	5,319	8.5 Hours per week @ £12 per hour.
Cleaning	288	2 Hours per month @ £12 per hour.
Maintenance	648	51 hours from Maint Plan plus 9 contingency @ £12 per hour.
Materials	240	A general provision for materials.
Hedge Cutting	1,199	Once per year plus safety cut at existing price plus 5%
Weed Control	550	Twice per year at existing price plus 5%
Grass Cutting	4,249	Current cost plus 5% Apr-Oct plus provision for 2 extra cuts at the start and end of the season.
Tree Maintenance	442	Contingency
Asset Management Costs	12,934	Grass, Hedge, Tree, Litter & General Maintenance
Total Operating Costs	31,794	
Exceptional/Planned Costs		
Charitable Grant Provision	3,000	Section 137(4)(a) of the L'I G'ment Act 1972 for local councils in England for 2021-22 is £8.41 per elector. 1512 electors @ sept 2020 = £12,716 limit plus RPI increase.
Repair Culverts (addition to reserve)	6,250	Repairs to the Yazor brook culverts are required totalling approx. £80k.

Roman Park		
Maintenance/Improvement Fund		
(addition to reserve)	1,500	
War memorial Improvement Fund	1,000	Hard Surfacing and cabinet refurbish.
Asset Repairs & Renewals	2,500	To continue with repairs and maint. Schedule.
Exceptional/Planned Costs	14,250	
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Total Projected/Actual Costs	46,044	

Income

		Currently £44,000, increased by 3% per property in 2021/22 - should have been 0%. A pay back of £1263.45 this year to redress this and a change in tax base from 633.55 to 645.24 calculates to £43,525 to keep a zero 0% change in the last 2 years.
Precept	42,262	
Rent	2,200	Assuming only 4 months rent
Bank Interest	12	
CCN Adverts	1,000	
Hire of Changing Rooms	570	Credenhill FC hire the changing rooms.
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Total Income	46,044	

Projected Reserves Bought Forward from 2021/22

Roman Park	25,106	
Road Safety Improvement Fund	37,936	
Culvert Repairs	26,000	
Roman Park Planning Fee	85	
New Signs for Community Centre	1,095	
Repairs & Renewals	6,652	Includes new Parish Laptop
Credenhill Bloomers Group	218	
Defibrillator Fund	424	
Credenhill Nursery Ltd - Rent Deposit	450	Deposit
Credenhill Youth Club	745	Balance of funds
Projected Reserves B/F from 2020/21	98,710	

Notes:

- The rent income is assumed to end in May and start again in February 2023
- Additional running costs of the Resource Centre if empty need to be considered. (e.g. Gas/Elec/Water)
- Only exceptional/planned project costs/reserves have been reduced due to loss of rent; the only operational cost reductions feasible are:
 - Reduce clerk hours – currently 15 hours x 52 wks x £12
 - Reduce the litter Picking Hours (not essential nor legally our responsibility) – currently 8.5hours x 52 wks x £12
 - Stop the weed control (not legally our responsibility and current treatment routine appears ineffective due to chemicals that can be used) £550
 - Stop cutting grass verges (not essential nor legally our responsibility)
 - Reduce the number of CCN prints – currently 10 months.
- If a new tenant is found and rent is received then this can be added back to the reserves that have been reduced (Grants, Culverts, Roman Park, Repairs & Renewals).
- Additional costs may be incurred preparing Resource Centre for new tenant and/or getting new tenant (Decorating/Advertising/Change of Use Legal Costs).
- The precept has been made to equal 0% increase but redress the 3% raised in error last year (due to tax base fall not known about).
- War memorial improvement costs unknown at present - a fund raiser for this could be done to raise the balance.