Ettington Parish Council

Report to Council

Date: 12 December 2018

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| 14 Appendix 6 | Precept and Budget 2019-20 |

# Background

This is the first stage of precept setting for 2019-20. It is anticipated that Stratford District Council will require the precept request by 31 January 2018

# Budget – Key Factors

1. The Precept for 2018-19 was £32,500 together with a precept support grant of £200
2. There are currently 425 households
3. Anticipated Occupancy Rates For Authorised Planning Applications are as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Development | Total Granted | Anticipated at 1 April 2019 | Anticipated at 31 March 2020 |
| Spitfire | 32 |  |  |
| Rogers Lane | 6 |  |  |
| White Horse (commencement of marketing anticipated Spring 2020) | 4 | 0 | 0 |
| Old Warwick Road Self Builds | 12 |  |  |
| Total | 54 |  |  |
| %age increase on current households | 12.7 |  |  |

The attached budget is a "first cut" at establishing a budget for 2019-20 upon which the precept requirement can be established.

1. Columns for preceding years are the actual budget **not** outturn;
2. The column “spend to date” in respect of the current year includes payments made up to 30 November 2018;
3. The column “projected spend” is calculated by:

a. Actual cost where known; b) Uplifting ‘spend to date’ amounts by proportionate for spend to date; c) anticipated spend where neither “a” or “b” are known/appropriate;

1. The proposed budget column is based on various factors and each is summarised in the ‘comments’ column and **excludes** appropriate uplift in respect of occupation of new properties. The Clerk has sought estimated occupancy from developers (other than that for Old Warwick Road) at 1 April 2019 and 31 March 2020.
2. The spend in the cells highlighted in yellow need to be checked for coding (to ensure spend is correctly attributed).

# Action Required

1. To seek clarification as required (any significant queries to be e-mailed to the Clerk prior to the meeting) ;
2. To consider whether there are likely increases/decreases expenditures likely to arise in the next financial year;
3. To consider the proposed budget lines taking account of comments
4. To make a resolution in respect of the **principle** that the overall precept be uplifted (refer to 2.4 above by a) anticipated %age increase in households at 1 April 2019; or b) 50% of the anticipated %age increase in households as at 31 March 2020; c) other methodology

**4 Next Steps**

An updated report will be presented at the January 2019 meeting in order that the Precept Requirement can be agreed. A final budget report will be presented at the February or March 2019 meeting.

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| Budget Item |  | Budget | Budget | Budget | | Spend to 30 November 2018 | | Projected Spend | | Proposed Budget | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
|  |  | 16/17 | 17/18 | 18/19 | |  | |  | | 19/20 | | | Comments | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
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| Clerk's Salary |  | 8000 | 8500 | 9,000 | | 6228 | | 9342 | | 9400 | | | The increase is based on the NALC published payscales from April 2019 | | | | | | | | | | |  | | |  | | |  | | |  | |
| Clerk's Training |  | 512 | 500 | 350 | | 115 | | 150 | | 350 | | | Unchanged | | | | | | | | | | | | | |  | | |  | | |  | |
| Office Expenses |  | 1280 | 2500 | 2250 | | 984 | | 1476 | | 2250 | | | unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Audit Fees |  | 358 | 350 | 358 | | 336 | | 336 | | 360 | | | Rounded up | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Professional Fees |  | 3000 | 2600 | 1000 | | 761 | | 761 | | 1000 | | | Arboricultural survey due | | | | | | | | | | | | | | | | |  | | |  | |
| Subscriptions |  | 512 | 500 | 500 | | 373 | | 440 | | 500 | | | Unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Insurance |  | 1200 | 1200 | 1050 | | 0 | | 1250 | | 1250 | | | Increase for mower insurance | | | |  |  | | | | | |  | | |  | | |  | | |  | |
| Newsletter |  | 512 | 600 | 600 | | 0 | | 600 | | 600 | | | unchanged | | | | | | | | | | |  | | |  | | |  | | |  | |
| Contingency |  | 2000 | 1000 | 940 | | 109 | | 109 | | 800 | | | Working towards no contingency requirement by improved budget setting | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Community Centre |  | 1588 | 1600 | 1600 | | 0 | | 0 | | 1600 | | | unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Web/Wi Fi |  | 492 | 0 | 0 | | 0 | | 0 | | 0 | | | Not required | | | | | | | | | | | | | |  | | |  | | |  | |
| Grants |  | 1024 | 1200 | 1000 | | 100 | | 100 | | 1000 | | | unchanged | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
| Churchyard |  | 600 | 700 | 700 | | 245 | | 245 | | 700 | | | unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Cllr Training/Expenses |  | 308 | 300 | 200 | | 35 | | 35 | | 200 | | | Consider increasing in anticipation of newly elected Councillors | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
| Greens |  | 7,500 | 7200 | 9,000 | | 2300 | | 6000 | | 9000 | | | Was raised in 18/19 to allow for hedge maintenance | | | | | | | | | | |  | | |  | | |  | | |  | |
| Mower Repair/Service |  | 1536 | 1600 | 1700 | | 204 | | 204 | | 1700 | | | Unchanged | | | | | | | | |  | |  | | |  | | |  | | |  | |
| Street Lighting Power |  | 900 | 230 | 300 | | 631 | | 800 | | 631 | | | need to check wither miscoded | | | | | | | | |  | |  | | |  | | |  | | |  | |
| Street Lighting Maintenance |  | 30 | 35 | 35 | | 0 | | 35 | | 35 | | | unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Playground Repairs |  | 1510 | 1500 | 1500 | | 411 | | 411 | | 1700 | | | Increased to allow for increased EMR for skatepark | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Software |  | 182 | 190 | 190 | | 211 | | 211 | | 220 | | | Rounded up | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Capital Expenditure |  | 1164 | 600 | 400 | | 12336 | | 12336 | | 400 | | | Unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Neighbourhood Plan |  | 1000 | 1000 | 0 | | 1624 | | 1624 | | 0 | | |  | | | | | | | | | | | | | | | | | | | |  | |
| Youth Project |  | 2000 | 1000 | 3000 | | 12567 | | 12567 | | 3000 | | | Unchanged | | | | | | | | | | | | | |  | | |  | | |  | |
| S137 |  | 0 | 0 | 0 | | 0 | | 0 | | 0 | | | unchanged | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Playground Investment |  | 1000 | 1000 | 1000 | | 0 | | 0 | | 1000 | | | unchanged | | | | | | | | | | | | | |  | | |  | | |  | |
| Elections |  | 250 | 250 | 250 | | 0 | | 0 | | 250 | | | unchanged | | | | | | | | | | | | | |  | | |  | | |  | |
| Bank Charges |  | 0 | 0 | 0 | | 18 | | 36 | | 40 | | | Change of bank results in charges being incurred | | | | | | | | | | | | | |  | | |  | | |  | |
| Great War Cenenary |  | 0 | 0 | 2000 | | 0 | | 317 | | 0 | | | Project closed | | | | | | | | | | | | | |  | | |  | | |  | |
| Chairman’s Allowance |  | 0 | 0 | 200 | | 0 | | 0 | | 200 | | | unchanged | | | | | | | | | | | | | |  | | |  | | |  | |
| IT Investment |  | 0 | 0 | 0 | | 0 | | 0 | | 1000 | | | As agreed in principle agreed on 14 November to purchase laptop and printer for use by Chairman | | | | | | | | | | | | | |  | | |  | | |  | |
|  |  | 38,458 | 36155 | 39,123 | | 39588 | | 49385 | | 39186 | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
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| **Income** |  | 18/19 Budget | 18/19 YTD | Proposed | |  | |  | |  | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
| precept |  | 32500 | 32500 |  | |  | |  | |  | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
| precept support grant |  | 200 | 200 |  | |  | |  | |  | | |  | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Interest |  | 300 | 6 |  | |  | |  | |  | | |  | | | | | | | | |  | |  | | |  | | |  | | |  | |
| Courts Income |  | 500 | 400 |  | |  | |  | |  | | |  | | | | | | |  | |  | |  | | |  | | |  | | |  | |
| Allotment Income |  | 15 | 15 |  | |  | |  | |  | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
| Miscellanous Income |  | 0 | 13180 |  | |  | |  | |  | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
| VAT Refund |  | 2210 | 1572 |  | |  | |  | |  | | |  | | | | | |  | |  | |  | |  | | |  | | |  | | |  | |
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