

HASKETON PARISH COUNCIL  
DRAFT BUDGET FORECAST 2021-22

HASKETON PARISH COUNCIL - EXPENDITURE Budget details from 2017

	Actual Exp 2017/18 £	BUDGET 2018/19 £	Actual Expend 2018/19 £	BUDGET 2019/20 £	Actual Expend 2019/20 £	Final Budget 2020/21 £	Actual Expend to 31/10/20 £	Indicative 2020/21 £	Proposed Budget 2021/22 £	Notes
<b>EXPENDITURE</b>										
<b>Clerks Salary &amp; Expenses</b>										
Clerks Salary	3030	2500	3030	2561	2912	2703	1522	2650	2720	Includes Clerk handover period Salary x 2 (H6 includes H8/9/10)
Clerks Expenses	372	500	467	300	291	500	95	300	500	Files/Paper, toner, mileage costs etc
Clerk Backpay				0	included		included		included	
Clerk Additional Hours				50	included		200	included		250 Training /Networking days.
Clerk Working from home Allowance				208	included		192	included		192
SALC Payroll Service	99	60	108	100	54	108	108	108	108	D11-Only commenced in 2017-18
Clerk Training			86			150		50	150	Course costs
<b>Insurance, Bank Charges &amp; Legal Fees</b>										
Insurance	700	800	621	650	644	644	652	644	644	
Refund overpayment by HMRC	0									
SCDC election Fees	0	100		100	54	100		100	100	Local Elections due in 2021
<b>Audit Fees</b>										
Internal Audit	162	160	170	180	174	174	186	174	174	
External Audit	162		0	0				0		*** No charge for external Audit from 2017-18
<b>Subscriptions &amp; Donations</b>										
Suffolk Acre			0	0		0		0	0	
S.A.L.C £150 + 12 magazines	186	180	180	180	180	180	186	180	180	
S.L.C.C	72	70	76	70	78	80		76	80	
Community Action Suffolk		35	0	35		0		0	0	Note; No fee from 2017-18
Zoom Annual Sub							144	144	144	Likely to continue into 2021/22
Microsoft Word annual sub.					60	60	60	60	60	J26 - Previously included with Clerk Expenses
Charitable Donations	0	50	50	50	700	200	200	700	700	Donation missed in 2016-17:
Royal Events	20			100		100		100	100	One off - Allow Contingency for Royal events
Community Events				100		100				Armistice Day Event
<b>Purchases &amp; Maintenance</b>										
Painting of War Memorial railings				300		0		0	0	***Tri annual cost
Resurfacing damaged village car park			* 0					0		see earmarked sums below beyond 2018
New Road Signs (B1079)			* 0		869	1800				
Quiet Lanes								400	400	
Play ground equipment: Pickup Sticks6/Twister Play			* 0		41			0		see earmarked sums below beyond 2018
RosPa Inspection	0	100	109	110	112	111	103	111	111	Annual inspection - cost approx £110
Play Equipment Repairs	299	1400	43	1500		500		250	500	Annual provision increased as equipment ages
Repairs Village Notice Board (storm damage/)	0	50		50		0		0	0	One off - any other regular maint required?
Grass and Hedge Cutting	1087	1300	1087	1300	1088	1150	560	1120	1120	2 x invoices pa x £600 each currently
Maintenance of War remorial	0			650		0		0	500	Provide for on Bi-annual basis (2019)
Annual tree survey, maintenance & felling	144	750	840	500		1000		1000	1000	Annual
Village green fencing repairs	0	300	470	300	17	250		250	250	Provide for some repairs annually
Painting/Repairs Bus shelter & Notice board	209			0		0		100	300	Allow for every 3 years (2021)
Grit/salt bin Mill Lane	630			0		0		0	0	No new pruchases anticipated
Bench repairs	0	300		200				200	200	Allow for every 3 years -2019?
Councillor training	458	500	191	150	28	250	60	200	250	Allow provision for each year
Printing			21			50	120	200	50	Newsletter costs
Defib Maintenance					114	0		114	120	Battery replacement
Repairs to Minutes Book					100	0		0	0	
<b>Website Hosting</b>	100	100	200	100	110	110		100	110	Now onesuffolk.net (H50 includes year 2019-20)
<b>Hire of Victory Hall</b>	295	200	180	250	180	200	60	80	200	6 meetings pa currently £20 each+EO meetings
<b>Allotment Costs (egal Fees)</b>	0			100		150		0		Allotment Boundary Issue costs
	<b>8025</b>	<b>9455</b>	<b>7929</b>	<b>10194</b>	<b>7806</b>	<b>11062</b>	<b>4056</b>	<b>9603</b>	<b>11213</b>	
General Contingency 10%				1019		990		878	990	

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<b>TOTAL PROPOSED EXPENDITURE</b>	<b>11213</b>	<b>12052</b>	<b>10481</b>	<b>12203</b>
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*Footnotes:* J27 includes all donations including  
HAsketon Welfare Trust (foodbank + vouchers)

*Not included in above is one off capital expenditure i.e  
Play area upgade, Village Hall Upgrade, Projection  
Equipment and other earmarked reserve expenditure  
which is shown below.*

**Earmarked Reserves - Revised to take account of COVID 19 impact and changed Priorities.**

Victory Hall Kitchen Refurb	4000	
Car Park Improvements	2000	
Disabled Access Improvements	1500	
New Road Signs - Quiet Lanes	500	
New Play Equipment (Slide)	2000	Grant aided -1250
Playarea Refurbishment	2000	Grant aided - 1250
Projection Equipment	1500	Grant aided - 1500

Also available is approximately £3500 remaining of a previous £4000 donation

<b>INCOME</b>	<b>ACTUAL 2017/18</b>	<b>BUDGET 2018/19</b>	<b>ACTUAL 2018/19</b>	<b>BUDGET 2019/20</b>	<b>ACTUAL 2019/20</b>	<b>BUDGET 2020/21</b>	<b>ACTUAL TO 31/10/2020</b>	<b>INDICATIVE 2020/21</b>	<b>PROPOSED 2021/22</b>
Rentals from allotments	135	135	129	135	120		80	140	140 Assume no change
Refunds from S.C.C. B1079	0						869	869 nil	
Gross bank interest on Savings Account	16	10	50	30	25		12	35	38 Assume interest rates and balances remain as current
VAT refund on purchases	1097	500	578	500	497		159	497	500 Assume no change based on static levels of spend
CIL Payment							810	810 nil	CIL monies is unknwn for 2021/22 so ignored
DCllrs ECF grant	0						2500	4000	4000 Include anticipated !500 towards Projector costs
Hasketon playground committee funds	0								No longer applicable
WB International Development Website Grant	0								No Longer applicable
Litter Pick Donation	20	20	20	20	20				
Repayment from Salary overpayment	193								One off payment
courtesy Payment from Bank	25								One off payment
<b>TOTAL EXPECTED INCOME</b>	<b>1486</b>			<b>685</b>	<b>662</b>			<b>6351</b>	<b>4678</b>

*Footnotes:* Grant monies included in Income.

<b>NET EXPENDITURE</b>	<b>10528</b>	<b>4130</b>	<b>7525</b>
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Precept	8515	8563	8475	8443.38
CT Grant				No longer applicable

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**RFO/Cerk comments /recommendations:** the predicted expenditure for 2021/22 is shown as £10513 (+ 10% contingency£11513). This is slightly less than the budget figure for 2020/21 but is generally in line with the budgets for 2019/20 and 2020/21. Actual expenditure for 2019/20 was £7806, less than budget due to various anticipated works not being carried out, i.e. play area equipment repairs, bench replacement, War Memorial cleaning, Tree surgery work et al.

The 2020/21 budget increased mainly due to the proposed B1079 works and tree surgery costs et al. These works have not been undertaken and the indicative expenditure figure for 2020/21 is shown as £9603 against the budget figure of £11062. The difference is mainly due to the cancellation of the B1079 work and the play area repairs not being carried out. However, there is unforeseen expenditure due to COVID 19, donation to Hasketon Welfare Trust (food bank) and additional Clerk hours, plus included are sums for anticipated work not yet carried out i.e. tree survey/surgery, bench replacement et al. These anticipated costs are included in the 2021/22 budget figure.

Not included in the budget figure for 2021/22 are the earmarked reserves. which when spent, will reduce the overall PC reserves in the savings account to around the recommended level i.e. around 2.5 times the annual precept, approximately £20000.

**My recommendation for the 2021/22 Precept is that in order to show a 0% change in the 2021/22 Council Tax bill the Precept figure for 2021/22 should be set at £8443.38 which will keep the Tax Charge at £48.40, the same figure as for 2020/21.**