

**HASKETON PARISH COUNCIL
FINAL 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 £	Final Budget 2021/22 £	Notes
EXPENDITURE										
Clerks Salary & Expenses										
Clerks Salary	3030	2500	3030	2561	2912	2703	1522	2650	2824	Includes Clerk handover period Salary x 2 (H6 includes H8/9/10)
Clerks Expenses/Admin Costs	372	500	467	300	291	500	95	300	300	Files/Paper, toner, mileage costs etc
Clerk Backpay				0	included		included		included	
Clerk Additional Hours				50	included		200	included	100	Training /Networking days.
Clerk Working from home Allowance				208	included		192	included	312	52 weeks @£6 per week
SALC Payroll Service	99	60	108	100	54	108	108	108	108	D11-Only commenced in 2017-18
Clerk Training			86			150		50	100	Course costs
Insurance, Bank Charges & Legal Fees										
Insurance	700	800	621	650	644	644	652	644	652	
Refund overpayment by HMRC	0									
SCDC election Fees	0	100		100	54	100		100	100	PC Elections?
Audit Fees										
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
Subscriptions & Donations										
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	112	
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	500	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
Purchases & Maintenance										
Painting of War Memorial railings				300		0		0	100	""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										Possible One Off additional Cost see Earmarked Reserves
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	103	111	Annual inspection - cost approx £110
Play Equipment Repairs	299	1400	43	1500		500		250	250	Increased as equipment ages***
Repairs Village Notice Board (storm damage/)	0	50		50		0		0	50	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 survey and some maintenance work
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	200	Allow provision for each year
Printing			21			50	120	200	50	Newsletter costs
Defib Maintenance					114	0		114	60	Battery replacement-Bi-annually
Repairs to Minutes Book					100	0		0	0	One off
Website Hosting										
Website Hosting	100	100	200	100	110	110		100	110	Now onesuffolk.net (H50 includes year 2019-20)
Hire of Victory Hall										
Hire of Victory Hall	295	200	180	250	180	200	60	80		No current hire fees - offset by Zoom Costs
Allotment Costs (egal Fees)										
Allotment Costs (egal Fees)	0			100		150		0		Allotment Boundary Issue costs=One off

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		8025	9455	7929	10194	7806	11062	4056	9195	10067
General Contingency 10%					1019		990		878	990
TOTAL PROPOSED EXPENDITURE					11213		12052		10073	11057

Footnotes: J27 includes all donations including

Hasketon Welfare Trust (foodbank + vouchers)

**Play Equipment Repair costs likely duplicated in 2021/22 budget due to refurbishment programme

Not included in above is one off capital expenditure i.e

Play area upgrade, 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	2000	
New Play Equipment (Slide)	2000	Grant aided -1250
Playarea Refurbishment	2000	Grant aided - 1250
Projection Equipment	1500	Grant aided - 1000

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

Earmarked reserves identified above total £15000. Grants of £3500 have been received from DCILr + £810 CIL payment + £3500 remaining from previous donation as above. Total £7810

Current HPC account balance is £36299.

INCOME	ACTUAL 2017/18	BUDGET 2018/19	ACTUAL 2018/19	BUDGET 2019/20	ACTUAL 2019/20	BUDGET 2020/21	ACTUAL TO 31/10/2020	INDICATIVE 2020/21	PROPOSED 2021/22	
Rentals from allotments	135	135	129	135	120		80	140	140	Assume no change
Refunds from S.C.C. B1079	0						869	869 nil		Now Received but not treated as income
Gross bank interest on Savings Account	16	10	50	30	25		12	35	15	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 unknown for 2021/22 so ignored
DCILrs ECF grant	0						2500			Ignore as Income for Budget consideration
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
TOTAL EXPECTED INCOME	1486			685	662			2351	655	

Footnotes: Grant monies not included in Income. Refer to Earmarked Sums

NET EXPENDITURE		10528		7722	9412
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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 £10067 (+ 10% contingency£11057). This is roughly equivalent to the budget figure for 2020/21 and slightly less than that of 2019/20.

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. However, expenditure was less than £7806 because the B1079 work was cancelled and the charge of £810 was repaid in 2020/21. 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 £9195 against the budget figure of £10067. 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, donations 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. In addition I have allowed for an increase in donations to £500 in light of the COVID situation, previously this figure has been around £100. Without this increase the expenditure figure would be £9667 leaving a difference of £8885 between income and expenditure. 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 £21000. Refer comments on the 2021-22 summarised Budget Sheet

If the Precept remains at the 2019-20 level this would mean the PC reserves would likely be reduced in order to cover the excess expenditure over income. However, excluding Earmarked reserves the Current PC balance would still be approximately 2.5 times the Precept i.e. approximately £21000. A 1% increase in the Precept figure(£8559) would still require a subsidy from the PC reserves to cover 2021-22 expenses but if the donations figure is reduced to £100 the shortfall would be £326.if the Precept figure remains the same , i.e. £8475 the shortfall is £627.