

BROADCLYST PARISH COUNCIL**BUDGET 2018/19****Draft Minute ref: 17/****1 RECEIPTS**

Item	Year end 31.03.2017	this year Budget	Actual to 30_09_17	18-19 Draft budget	Notes
Precept	116,478.48	275,744.00	275,744.00	351,541.00	
Interest	28.16	45.00	9.00	40.00	
Top Up Grant re Precept	2,708.00	500.00	525.00	399.00	confirmed
Advertising	1,595.00	1,500.00	330	1,500.00	
Toilets rates grant	2,628.88	1,400.00	0.00	1,400.00	
P3 grant	3,000.00	1,000.00	0.00	1,000.00	
DCC Grass cutting grant	-	828.00	828.00	800.00	
Allotments	300.00	350.00	300.00	350.00	
Westclyst Allotments				300.00	based on £20 each
Bookings at Sports Pavilion	4,592.20	6,000.00	3,043.00	6,200.00	including football pitch hire increase
Bowls Club	1,500.00	1,600.00	0.00	1,800.00	agreed increased to partially offset contractor
Neighbourhood Plan	-	0.00		0.00	
Miscellaneous	1,502.48	100.00	1320	100.00	
Parish Together	5,000.00	0.00	3,195.00	0.00	
S106	-	0.00		0.00	
Fun Day income			160.00	0.00	
helipad grant			2,456.28		
donation (defib - New Inn fundraisers)			1,000.00		
TOTAL	139,333.20	289,067.00	288,910.28	365,430.00	13,889.00

2 PAYMENTS

Item	Year end 31.03.2017	17-18 Budget	Actual to 30_09_17	18-19 Draftbudget
-------------	--------------------------------	-------------------------	-------------------------------	------------------------------

ADMINISTRATION

Staffing (officers)	44,068.95	105,169.00	47,710.00	70,000.00	
Pension and HMRC on-costs for all staff				49,000.00	25,000 pension plus 24000 employer on costs
Officers' expenses	3,692.98	3,000.00	832.00	3,000.00	
Council mobile phone	429.70	1,000.00	450.00	800.00	
Banking	184.78	250.00	50.00	200.00	
Payroll	329.10	550.00	201.00	600.00	
Stationery	1,312.33	1,500.00	1,457.00	2,000.00	
I.T.	-	2,000.00	1,912.00	2,000.00	inc website hosting; office 356 subs
Hall Hire	373.50	500.00	141.00	500.00	
Subscriptions	967.00	1,100.00	2,485.00	1,200.00	
Legal fees/professional advice				1,500.00	basic annual advice fee
Legal support				3,000.00	Tozers additional works
Audit costs	650.00	800.00	1,028.00	2,500.00	includes 1,000 for internal audit SLA
Finance software				1,000.00	
EM Youth Worker	3,067.50	9,500.00	3,850.00	8,000.00	increase to SLA as 2 sessions/week with 2 youth workers
Youth Club operational costs	-	1,500.00	60.00	2,000.00	includes room hire

ACCOMMODATION

Office rent		6,300.00	2,919.00	7,000.00	
Office running costs		2,000.00	3,425.00	1,000.00	
Rates				1,600.00	
Office landline				1,600.00	

TRAINING/CPD

Statutory training	1,632.94	4,000.00	2,210.00	1,000.00	i.e. first aid
Professional development				3,500.00	i.e. individual training
Sector development				500.00	i.e. corporate/conference attendance, NALC/SLCC/DCLG

INSURANCE

	1,710.22	2,500.00	1,862.00	3,000.00	additional community assets at west end
--	----------	----------	----------	----------	---

PUBLIC RELATIONS

Broadsheet	3,985.00	4,500.00	1,066.00	4,500.00	how long to continue with hard copy?
Public consultation	734.18	3,500.00	464.00	2,000.00	to include cost of corporate comms work

Crime/traffic	-	500.00	0.00	500.00	
Twinning	-	1,500.00	440.00	1,500.00	to build for unforeseen expenditure, to a max of £6000 held in reserves
Fun Day	-	2,500.00	2,563.00	2,000.00	
Arts, culture and entertainment	-	500.00	3,000.00	500.00	
Youth footie		1,000.00	910.00	1,000.00	annual subsidy to support youth football in the parish
Community helipad &/or defibrillator		3,500.00	5,599.00	2,000.00	community projects in 18/19?
VIP operational support 1 year		500.00	0.00	-	carry forwards

MAINTENANCE

Handymen	4,341.15	21,333.00	4,151.40	18,000.00	to allow for second member at 16hrs (previous allocation inc on costs)
Maintenance operational budget		3,000.00	1,200.00	3,000.00	tools, fuel etc.
Parish vehicle lease		4,500.00	3,003.00	4,500.00	
Parish vehicle operational costs		4,000.00	1,595.00	4,000.00	insurance, fuel, tax (3,030) plus unforeseen allowance
Lengthsman work	7,566.99	5,000.00	201.00	5,000.00	to include 1k for gulley sucker autumn visit
Safety/visibility grass cutting		7,000.00	1,008.00	7,000.00	review quote for 18/19
Equipment service/repair	976.07	1,000.00	191.00	1,000.00	
Parish clock : service	-	240.00	0.00	250.00	annual to move to reserves for next 5 yr LTA
Allotments	500.00	600.00	300.00	700.00	
Westclyst Allotments				250.00	unknown expenditure
EM P3 footpaths	898.06	1,000.00	560.00	1,000.00	
dog waste	810.00	1,300.00	810.00	3,500.00	14 bins @£250/bin
Refuse			487.00	600.00	

PUBLIC TOILETS

Utilities	1,144.39	1,500.00	806.00	1,500.00	
Cleaner's salary	2,899.19	6,000.00	1,924.00	4,500.00	
Maintenance	794.25	800.00	37.00	1,000.00	known repairs in 2018/19
Products		500.00	179.00	500.00	
Rates	-	0.00		2,100.00	

CLYST ROOM

Rates	146.40	175.00	158	180.00	
Clyst room maintenance/conversic	-	2,500.00	267	3,000.00	conversion to works compound extra cost

BROADCLYST PARISH COUNCIL GRANTS

Community projects	1,749.42	3,000.00	1100	3,000.00
Emerging communities	-	1,500.00	36	3,000.00

SPORTS PAVILION

Utilities	3,867.72	4,000.00	1886	4,500.00
Staffing	4,086.76	6,000.00	3285	9,000.00
Pavilions (building)	12,435.87	5,000.00	2806	5,000.00
Cleaning Products	935.52	300.00	107	600.00
Service costs		500.00	330	750.00
Broadband			414	600.00

RECREATION / SPORTS

EM	Playing fields / public open space (r	2,315.60	3,500.00	1,687.00	4,000.00	2.5% increase
	Play area					
	Informal Play inspection)		250.00	0	300.00	
	Informal Play service	1,928.41	750.00	0	750.00	
	Informal Play repairs)		2,000.00	0	2,000.00	
	BMX)		500.00	0	500.00	
	Pitch maint inc annual reseed work	1,087.69	1,500.00	1067	1,500.00	
	Westclyst sports pitch				1,500.00	

Bowls green

Bowls water meter	558.71	600.00	10	800.00	
Bowls seeds/fertilizers	844.70	2,000.00	0	2,000.00	
Bowls green (contractor)	5,799.00	6,300.00	3946	8,350.00	partially offset by 1/5th
Sprinkler service		400.00	250	500.00	
Materials and repairs		800.00	191	500.00	
Sprinkler head replacement				1,200.00	Sprinkler heads will be about £1k-£1200 fitted for all of them.

NEW ASSETS

880.84	1,000.00	0	-	discontinue - re-allocate to cost centres rather than general new assets
--------	----------	---	---	--

CONTINGENCY

					Building to max of:	
Car park	-	2,000.00	0.00	2,000.00		10,000.00
Buildings maintenance	-	5,000.00	0.00	5,000.00		
Election costs	-	1,000.00	0.00	1,000.00		4,000.00
Rates	-	4,000.00	3,629.00	4,000.00		10,000.00
Allotment land	-	2,000.00	100.00	2,000.00		
Staffing	-	8,000.00	0.00	8,000.00	JJ to investigate insurance policy	
Play equipment replacement fund		2,000.00	0.00	2,000.00		
Andrews water heater				5,000.00	Andrews will be somewhere between £12k-£15k fitted if it gives up.	
					Vire from handyman at year end	
Reserves				20,000.00	already resolved	
I.T.				1,000.00	to max of 3000	

NEIGHBOURHOOD PLANNING

NP Officer			2308	18,000.00	previously included in officer salary allocation
Operational budget	93.72	5,000.00	2,520.00	5,000.00	

EM ADDITIONAL EXPENDITURE

Youth 3D project	5,481.94	0		
Cranbrook Community Fund	5,824.70	0		
Parish Together			377	

TOTAL	131,105.28	289,017.00	127,560.40	365,430.00
--------------	-------------------	-------------------	-------------------	-------------------

3 RESERVES**at 31.03.2017 at 01.04.17**

General Reserve	13,081.19	41,774.00
-----------------	-----------	-----------

Earmarked Reserves

Buildings	1,920.28	0.00
-----------	----------	------

Car Park	2,000.00	2,000.00
Rates	0.00	6,000.00
Grounds Maintenance	1,500.00	3,280.00
Election Costs	2,000.00	2,000.00
Pavilions	413.67	413.67
Neighbourhood Plan	6,939.17	7,007.17
P3	1,000.00	1,000.00
Youth worker	3,632.50	7,132.50
Staffing Contingency	0.00	4,037.00
Allotments	0.00	2,000.00
Parish Together	0.00	1,400.00
EM Sub total		36,270.34

TOTAL RESERVES	32,486.81	78,044.34
-----------------------	------------------	------------------