

Stapeley & District Parish Council

(a) Budget Monitoring (2019-2020) Position at 30 September 2019; and (b) Draft Budget 2020-2021

	PAYMENTS	Budget 2019-2020	Spend to 30 Sept 2019	Revised Estimates 31 March 2020	Draft Budget 2020-2021	Notes
		£	£	£	£	
	Administration					
1	Clerk's gross salary	12,979.00			13,330.00	
2	Clerk's net salary		4,840.98	4,840.00		
3	HMRC - Employer's NI contribution	700.00			620.00	
4	HMRC - Tax on salary		1,488.12	1,500.00		
5	Payroll service	55.00	34.50	35.00	80.00	
6	Printing of Annual Report	100.00			100.00	
7	Newsletter printing	1,200.00		420.00	1,200.00	Based on three publications per year.
8	Newsletter delivery	400.00	372.00	160.00	500.00	
	Clerk					
9	Expenses (Travel and phone)	400.00		250.00	300.00	
10	Stationery/publications	100.00		100.00	250.00	
	Grounds Maintenance					
11	Talbot Way - conservation area	1,000.00	720.00	1,000.00	2,000.00	
12	Talbot Way - lawned area Carried out by Jof's Mowing	2,000.00		1,000.00	2,000.00	
13	General grass-cutting in the parish		1,005.00			
	Grants	1,000.00			1,500.00	
14	SPAG		546.80		0.00	
15	Donation to Cystic Fibrosis Foundation		60.00		0.00	
	Insurance/Audit/Subscriptions					
16	External Audit (PKF Littlejohn)	400.00		400.00	400.00	
17	Audit fees (Internal)	250.00	224.40		250.00	
18	Insurance	530.00	514.36		600.00	
19	Cheshire Association of Local Councils	900.00	1,008.00		1,100.00	

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20	Lighting of MUGA DELETE	5,000.00			0.00	Cheshire East Council was informed of this budget provision but has expressed no interest in accepting the offer.
	Members					
21	Chairman's allowance	250.00	250.00		250.00	
22	Training	600.00		0.00	300.00	
23	Expenses	100.00		100.00	100.00	
	Miscellaneous					
24	Equipment for defibrillator cabinet		91.06		150.00	This covers replacemenet pads etc.
25	Contribution to Nantwich Town Council - allotments	1,000.00	1,000.00		1,000.00	Confirm the cost with Nantwich Town Council.
26	Cheshire East CVS Membership	0.00	45.00		50.00	This relates to Connected Communities
	Room Hire					
27	Broad Lane Methodist Chapel (Room hire)	100.00			0.00	It is unlikely that room hire will be required.
	Speed Watch					
28	Downloading of data and moving units around the parish every 3 weeks @ £125 per 3-week period.	2,600.00		0.00	3,000.00	This item is being reviewed and the Council will decide if it wishes to pursue an option of purchasing an additional SID or a VAS.
29	Additional unit for Broad Lane.	3,000.00		0.00	3,000.00	
30	Equipment repairs	500.00		1,000.00	1,000.00	This relates to the broken unit at the junction with Bishop's Wood.
	Street Lighting					
31	Unmetered electricity	800.00	231.59	400.00	500.00	
32	Street light repairs	200.00				Repairs should no longer be necessary.

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	Website Renewal		1,982.94			
	Community Hall					
33	Crystal Clean - cleaning of the hall/opening for parties	7,500.00	4,266.00	3,300.00	10,000.00	
34	Window cleaning (Target Windows)	240.00	80.00	160.00	240.00	
35	Dame Hygiene Services (including nappy disposal/feminine hygiene dispenser)	800.00		800.00	830.00	
36	Fortnightly waste collections (Greenzone)	500.00	317.36	320.00	700.00	
37	Gas supply	1,000.00		1,000.00	1,000.00	The Council has never received an invoice for the gas supply.
38	Water services	2,000.00	1,474.00	5,000.00	3,000.00	The Council may receive a refund.
39	West Mercia Energy	1,000.00	352.20	570.00	850.00	
40	Ring-fenced funds for maintenance and repairs	6,000.00			5,000.00	
41	Outside light reparis		190.00	100.00		
42	Drains repairs		96.00			
43	Repairs to fencing			600.00		
44	Plumbing repairs		95.00			This has not been invoiced yet.
44	Statutory testing of equipment	300.00		300.00	300.00	
45	Fire Risk Assessment		250.00			To be carried out every five years.
46	Christmas tree/lights for community hall	300.00		400.00	200.00	The invoice for the tree in 2018 has not yet been received.
47	CCTV	1,300.00	1,290.00		0.00	
48	Vodafone - Wi-Fi facility		110.50	180.00	350.00	
49	New keys for hall		118.00		0.00	

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	Projects for 2020-2021					
50	Large planters to be located outside the Community Hall				3,000.00	
51	Seat to be provided at the bus stop near Bishop's Wood, and an additional seat on Peter de Stapleigh Way.	2,000.00	1,951.20		2,000.00	
51a	Maintenance/repairs of seats					No sum specified
52	Reinstatement of hedgerows					Research to be carried out during 2020-2021 with a view to adding this as a projected for 2021-2022.
53	Four litter-bins				1,600.00	Approximately £400 each.
54	Display board for Conservation Area					To be considered as a project for 2021-2022.
55	Conservation Projects					SPAG to be asked to advise on likely costs. Possibly defer to 2021-2022.
56	Ceiling-mounted projector				500.00	
57	General Reserves	3,000.00		1,500.00	10,000.00	The general reserve should normally be equal to approximately six months' precept.
	TOTALS	62,104.00	25,005.01	25,435.00	73,150.00	

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A Likely balance on 1 April 2020

Balance at 30 Sept 2019 (rounded)	59,515.00		see (C) below for bank reconciliation
LESS Additional spend to 31 March 2020 (rounded)	-25,435.00	34,080.00	
ADD Community Hall receipts (1 Oct 2019 - 31 March 2020)	3,000.00	37,080.00	
<u>Expected balance on 1 April 2020</u>	<u>37,080.00</u>		

B Calculation of Precept

Budget for forward year	73,150.00		
LESS Balance available on 1 April 2020	-37,080.00	36,070.00	
Precept required (rounded down)	<u>36,000.00</u>		

C Bank reconciliation at 30 Sept 2019

Brought forward	56,785.80	Gold Account	63,185.84
ADD Precept	23,000.00	Current Account	<u>474.78</u>
ADD Community Hall receipts	4,644.00		63,660.62
ADD Bank interest	<u>91.02</u>	LESS U/p chqs 2018-2019	<u>-824.01</u>
	<u>84,520.82</u>		<u>62,836.61</u>
LESS Payments	<u>-25,005.01</u>	LESS current unpresented cheques	<u>-3,320.80</u>
	<u>59,515.81</u>		<u>59,515.81</u>