

Stapeley and District Parish Council
Draft Budget Proposals 2014-2015 v.0.2

No.	Item of Expenditure	Budget 2013-2014 £	Spend to 30 Sept 2013 £	Revised Estimates to 31 Mar 2014 £	Draft Budget 2014-2015 £	Notes
	Administration					
1	Printing costs general	50.00	95.00	0.00	100.00	
2	Newsletter Printing	800.00	159.00	500.00	750.00	RECOMMENDED: Three newsletters each year.
3	Newsletter delivery	800.00	216.00	432.00	660.00	
4	Staff Costs (gross)	6,322.00			9,700.00	
	Staff costs (net)	0.00	2,528.58	3,133.00		
	Staff costs (net) - Community Hall		953.00		0.00	
	HMRC - tax on Clerk's salary	0.00	632.80	780.00		
	HMRC - tax on Clerk's overtime		238.24		0.00	
5	Payroll Services (CVS Cheshire East)	100.00	48.00	48.00	100.00	
6	Clerk's expenses (travelling, telephone, stationery etc.)	400.00	72.16	100.00	400.00	
	Expenses					
7	Members' training	200.00	90.00	90.00	200.00	
8	Clerk's training	0.00	0.00	0.00	0.00	
9	Members' Expenses	500.00	18.75	200.00	200.00	Reduced from 500.
10	Chairman's allowance	250.00	250.00	0.00	250.00	
	Insurance/Audit/Subscriptions					
11	Internal audit	120.00	148.80	0.00	150.00	
12	External audit	400.00	0.00	240.00	270.00	
13	Insurance	450.00	448.74	0.00	450.00	
14	ChALC - affiliation fee	720.00	713.00	0.00	720.00	

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	Room Hire for Meetings					
15	Broad Lane Methodist Church - fee for room hire	500.00	150.00	150.00	350.00	The hire charge is £20 per meeting. The Parish Council will have held at least 17 meetings during the financial year 2013-2014. In addition, the former Community Hall Committee also held meetings at the Chapel and these were charged to the PC.
16	Broad Lane School	60.00	0.00	0.00	0.00	Meetings are no longer held at Stapeley BL School. The school has confirmed that it does not hire out its premises in the evenings.
17	Pear Tree School	260.00		200.00	400.00	The hire charge for Pear Tree School is an hourly rate of £16.30 per hour (no VAT charged).
	Street Lighting					
18	Street lighting repairs	300.00		300.00	300.00	At the time of writing there are no faulty street lights
19	Scottish Power - electricity supply for street lights	600.00	552.38	370.00	600.00	Electricity charges are approximately £48 per month.
	Speed Watch					
	Additional equipment	4,500.00			0.00	This scheme has been deleted.
20	Downloading of data and moving units around the parish every 3-weeks @ £125 per 3-week period.	2,162.00	600.00	1,550.00	2,250.00	
	Community Hall					
21	Legal Advice	1,000.00	234.00	1,000.00	0.00	A statement of account has been requested from the Legal Adviser to ensure that this can be factored into the carry-forward at the end of this financial year.
22	Other miscellaneous items	15,000.00			0.00	£10,000 vired to fund line 40 during the current year.
	Cleaning		1,161.00		9,400.00	The cost for 2014-2015 is based on 12 hours a week cleaning at £15 per hour.
	Sports-Booker - annual fee for on-line booking		288.00		300.00	
	New locks on internal doors		119.09			

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	Curtains		881.00			
	Fire risk assessment		200.00			
	Fire equipment		108.92			
	Sundry items		13.48			
	Refund to user of hall (cancelled booking)		30.00			
	Emergency electrical work to lighting		30.00			
	External lighting re-configuration		671.92			
	New locks on front door		0.00	300.00		
	Cooker re-wiring		186.19			
23	Purchase of hearing loops	1,300.00	0.00	0.00	0.00	Current usage suggests there is no requirement.
24	Projects associated with the hall	1,000.00	0.00	0.00	0.00	
	Industrial-sized waste bins (to be fixed)				1,000.00	"Guesstimate" only. Provision of industrial-sized waste bins.
	Barrier gate at opening				1,000.00	Replacement for risers.
25	CCTV	5,000.00			2,000.00	Advice from Crime Reduction Officer awaited. He does not recommend CCTV be installed but if the PC is minded to include this, he suggests covert CCTV.
26	Cost of managing the hall				5,000.00	The Parish Council does not have any arrangements in place. A response from Nantwich TC is awaited.
27	Maintenance/re-decoration			500.00	2,000.00	Re-decoration of inside of hall prior to new lease.
28	Emergency fund to avoid financial shortfall				5,000.00	
29	Annual energy usage	0.00	0.00	3,000.00	3,000.00	These are "guesstimates" only.

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	Parish Plan					
30	TrimTrail (SPAG)	950.00		950.00	0.00	The Committee did not specifically consider these two items; however, as no request for funding has yet been made, the Parish Council might wish to remove this from the spend for the current financial year, given that there is only three months remaining and it is unlikely to be spent before 31 March 2014.
31	(SPAG) Support and engage the Stapeley community on other Transport 'Hot topics', congestion, road safety at Broad Lane etc.	250.00		250.00	0.00	
32	Grants general	1,000.00		0.00	1,000.00	Any group in the parish can apply for funding, including SPAG.
	Land at Talbot Way and general grounds maintenance					
33	Maintenance of land at Talbot Way and other general grounds maintenance	1,500.00	357.50	500.00	1,500.00	Work undertaken by Jof's Mowing.
34	Replacement of fencing around conservation area	0.00	0.00	1,500.00	0.00	No budget in 2013-2014.
35	Conservation area at Talbot Way	1,500.00	800.00	500.00	1,500.00	Fortnightly maintenance by Greenspaces
	Website					
36	Development of site/continued management	1,300.00	1,839.99	0.00	0.00	Contract paid in 2013-2014 for 2-year period. Contract not due for review until June 2015.
	Miscellaneous					
37	Catering for informal meeting	0.00	19.50	0.00	0.00	
38	Cheshire Community Action membership fee	0.00	50.00	0.00	50.00	
39	Cheshire Community Action - village halls advice (ACRE)	0.00	35.00	0.00	35.00	
40	Laptop updates	100.00			0.00	No longer required

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	Projects					
41	Technical support and advice for potential developments	5,000.00			7,000.00	£5,000 vired to fund line 43 during 2013-2014. Members might wish to consider starting a "fighting fund" to enable the Council to mount formal objections to major unwanted developments in the parish. If this is ring-fenced it can be built upon each year and would not attract criticism from the auditor.
42	Community Carols	500.00	0.00	500.00	500.00	
43	Muller Homes - Public Inquiry	0.00	0.00	20,000.00	0.00	This was not a budgeted item £10,000 vired from line 22 £5,000 vired from line 25 £5,000 vired from line 41
44	Automated external defibrillator (AED)				1,500.00	Suggestion made at PC meeting 7 Nov. Defibrillator cost is approx. £1,000 and cabinet is approx £300. NW Ambulance Trust might be willing to assist in funding this.
45	Members are invited to consider additional projects for the year 2014-2015	0.00	0.00	0.00		
		54,894.00	14,940.04	37,093.00	59,635.00	

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A	Calculation of likely balance available on 1 April 2014	£	£
	Balance at bank on 30 September 2013	57,690.00	
LESS	Spend to March 2014	-37,093.00	20,597.00
ADD	Day nursery receipts to 8 November 2013	1,575.00	22,172.00
ADD	VAT reclaim	310.00	<u>22,482.00</u>
∴	Balance available on 1 April 2014		<u>22,482.00</u>

B	Calculation of Precept Requirement	£	£
	Forward year budget proposals	59,635.00	
ADD	Reserves/working balance	4,000.00	63,635.00
LESS	Expected balance on 1 April 2014	-22,482.00	41,153.00
LESS	Community hall receipts (during 2014-2015)	-4,000.00	37,153.00
	Precept required (rounded)	<u>37,000.00</u>	
