

Stapeley & District Parish Council
Budget Monitoring as at 20 September 2018 : Draft Budget 2019-2020

	PAYMENTS	Budget 2018-2019	Spend to 30 Sept 2018	Estimates to 31 Mar 2019	Draft Budget 2019-2020	Notes
		£	£	£	£	
	Administration					
1	Clerk's gross salary	12,102.00			12,979.00	In accordance with contract of employment and NALC national salaries.
2	Clerk's net salary		4,078.65	5,824.00		
3	HMRC - Employer's NI contribution	600.00			700.00	Although the payments to HMRC (to 20 Sept 2018), added to the Clerk's net salary are in excess of the GROSS salary, this is because the Employer's NI contribution is a separate payment.
4	HMRC - Tax on salary		1,755.91	1,800.00		
5	Payroll service	100.00	25.50	25.50	55.00	
6	Printing of Annual Report	110.00		0.00	100.00	An annual report was not produced in 2018-2019
7	Newsletter printing	1,200.00	834.00	420.00	1,200.00	Based on three publications a year.
8	Newsletter delivery	600.00	139.00	140.00	400.00	
	Clerk					
9	Expenses (Travel and phone)	400.00		250.00	400.00	
10	Stationery/publications	100.00		75.00	100.00	
	Members					
11	Chairman's allowance	250.00	250.00		250.00	
12	Training	100.00			600.00	This has been increased to take into account training needs for new councillors in May 2019.
13	Expenses	100.00		50.00	100.00	
	Grounds Maintenance					
14	Talbot Way - conservation area Carried out by Greenspaces, South Cheshire	900.00		900.00	1,000.00	
15	Talbot Way - lawned area Carried out by Jof's Mowing	2,100.00	205.00	700.00	2,000.00	
16	General grass-cutting in the parish					
17	Grants	1,000.00			1,000.00	
	Insurance/Audit/Subscriptions					
18	External Audit (PKF Littlejohn)	400.00		400.00	400.00	
19	Audit fees (Internal)	200.00	217.80		250.00	
20	Insurance	500.00	520.00		530.00	
21	Cheshire Community Action membership fee	85.00				

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22	Cheshire Association of Local Councils	900.00			900.00	Paid at the end of 2017-2018
	Room Hire					
23	Room hire at Stapeley House		30.00		0.00	
24	Broad Lane Methodist Chapel (Room hire)	300.00	240.00		100.00	Ad-hoc meetings when community hall is unavailable.
	Speed Watch					
25	Downloading of data and moving units around the parish every 3 weeks @ £125 per 3-week period.	2,600.00		2,600.00	2,600.00	Not been invoiced for some time' this has been followed up with TWM Traffic Management Systems
26	Additional unit for Broad Lane.	3,000.00			3,000.00	The £3,000 has been moved from revised estimates, to budget for 2019-2020 as it would not be possible to purchase and install before 31 March 2019.
27	Equipment repairs	800.00		200.00	500.00	
	Street Lighting					
28	Unmetered electricity	800.00	406.61	500.00	800.00	
29	Street light repairs	300.00		0.00	200.00	The new street lights are supposed to be energy-efficient and also less likely to have faults.
30	Street light upgrading			3,500.00		An invoice has yet to be received.
31	Lighting of MUGA	5,000.00			5,000.00	Although contact was made with CEC, no response has been received. This will be followed up again with the intention of spending the allocation before 31 March 2019.
	Miscellaneous					
32	Withdrawal by bank of deposit made in error	0.00	392.15			
#	Contribution to Nantwich Town Council - allotments			340.00	1,000.00	
	The Great Get-Together (24 June 2018)					
33	Banner and tablecloths	0.00	104.35			
	S.137 Grants					
34	Broad Lane Coffee Club		100.00	250.00		
	Community Hall					
35	Crystal Clean - cleaning of the hall/opening for parties	7,500.00	3,012.00	3,500.00	7,500.00	
36	Window cleaning (Target Windows)		100.00		240.00	Outside contractor engaged during 2017-2018
37	Dame Hygiene Services (including nappy disposal/feminine hygiene dispenser)	650.00		795.00	800.00	

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38	Fortnightly waste collections (Greenzone)	600.00	270.34	200.00	500.00	
39	Gas supply	1,000.00			1,000.00	No invoices received.
40	Child lock replacement (kitchen)		60.00		0.00	
41	Water services	2,000.00	973.95	1,000.00	2,000.00	
42	West Mercia Energy	1,000.00	299.73	550.00	1,000.00	
43	Ring-fenced funds for maintenance Drains work	6,000.00	96.00	100.00	6,000.00	
44	Statutory testing of equipment	300.00		240.00	300.00	
45	Christmas tree/lights for community hall	300.00		300.00	300.00	
46	CCTV	0.00		0.00	1,300.00	This amount has been transferred from revised estimates to budget provision 2019-2020 as it is unlikely to be spent before 31 March 2019. Permission from CEC awaited and the submission of a planning application may be required. This was a budget provision in 2017-18 and was expected to be spent before the end of that financial year. It did not, therefore, appear in the budget for 2018-19, but was factored into the calculations for 2018-19.
47	Trentham Fencing - replacement padlocks	0.00	118.82		0.00	
48	Replacement guttering			1,400.00		Although the work has been carried out by Engie, an invoice has not yet been received.
	Projects for 2018-2019					
49	Provision of approximately six wooden (or other material) seats to be located at agreed locations in the parish.	3,500.00		4,000.00		It is expected that these will have been purchased and be in place before the end of the financial year 2018-2019.
50	Heavy duty planters - for location outside the community hall (based on £350 per planter)	1,500.00		1,500.00		
51	Balancing adjustment		-1.00			
52	Reserves	3,000.00	0.00	500.00	3,000.00	
		61,897.00	14,228.81	32,059.50	60,104.00	

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A Expected balance on 1 April 2019

Balance at 20 September 2018 (rounded)	67,648.00	
LESS Additional spend to 31 March 2019 (rounded)	-32,060.00	35,588.00
ADD Community Hall receipts (1 Oct 2018 - 31 March 2019)	3,000.00	38,588.00
ADD VAT Re-claim	600.00	
Expected balance on 1 April 2019	<u>39,188.00</u>	

B Calculation of Precept

Budget for forward year	60,104.00	
LESS expected balance on 1 April 2019	-39,188.00	
Precept required (round down to £20,900)	<u>20,916.00</u>	
