

Stapeley and District Parish Council
Draft Budget 2014-2015 (v.0.7)

No.	Item of Expenditure	2012-2013	2013-2014				2014-2015	Notes
		Spend	Budget	Spend to	Revised	Over/Under	Draft Budget	
		2012-2013	2013-2014	31 Dec 2013	Estimates to	Spend	2014-2015	
		£	£	£	£	£		
Administration								
1	Printing costs general		50.00	95.00	0.00	45.00	100.00	
2	Newsletter Printing	309.00	800.00	409.00	250.00	-141.00	750.00	
3	Newsletter delivery	432.00	800.00	432.00	220.00	-148.00	660.00	
4	Staff Costs (gross)	7,209.63	6,322.00		0.00	2,038.11	6,322.00	Note: £3,378 relates to additional work connected with the community hall. See appendix 2.
4(b)	Staff Costs (gross) Community Hall	0.00	0.00		0.00	0.00	3,378.00	
4(c)	Staff costs (net) 1 Apr 13 - 31 Dec 13	0.00	0.00	3,792.87		0.00	0.00	
4(d)	Staff costs (net) 1 Jan 14 - 31 Mar 14	0.00	0.00		1,941.00	0.00		
4(e)	Staff costs (net) - Community Hall	0.00	0.00	953.00	0.00	0.00	0.00	
4(f)	HMRC - tax on Clerk's salary (1 Apr 13 - 31 Dec 13)	0.00	0.00	949.00			0.00	
4(g)	HMRC - tax on Clerk's salary (1 Jan 14 - 31 Mar 14)	0.00	0.00		486.00	0.00	0.00	
4(g)	HMRC - tax on Clerk's overtime	0.00	0.00	238.24	0.00	0.00	0.00	
5	Payroll Services (CVS Cheshire East)	144.00	100.00	96.00	0.00	-4.00	100.00	
6	Clerk's expenses (travelling, telephone, stationery etc.)	467.24	400.00	190.96	100.00	-109.04	400.00	
Expenses								
7	Members' training	292.50	200.00	150.00	30.00	-20.00	200.00	
8	Clerk's training	30.00	0.00	0.00	0.00	0.00	0.00	
9	Members' Expenses	240.15	500.00	57.75	100.00	-342.25	200.00	
10	Chairman's allowance	250.00	250.00	250.00	0.00	0.00	250.00	
Insurance/Audit/Subscriptions								
11	Internal audit	112.50	120.00	148.80	0.00	28.80	150.00	
12	External audit	342.00	400.00	240.00	0.00	-160.00	270.00	
13	Insurance	436.76	450.00	448.74	0.00	-1.26	450.00	

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14	ChALC - affiliation fee	713.10	720.00	713.00	0.00	-7.00	720.00	
	Room Hire for Meetings							
15	Broad Lane Methodist Church - fee for room hire	250.00	500.00	150.00	150.00	-200.00	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	-60.00	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	314.15	260.00		200.00	-60.00	400.00	The hire charge for Pear Tree School is an hourly rate of £16.30 per hour (no VAT).
20	Street Lighting							
18	Street lighting repairs	0.00	300.00		300.00	0.00	300.00	At the time of writing there are no faulty street lights
19	Scottish Power - electricity supply for street lights	211.05	600.00	644.74	300.00	344.74	700.00	Electricity charges are approximately £48 per month. The additional spend is because the first payment under the new regime was back-dated to August 2012.
	Speed Watch							
20	Additional equipment	6,960.00	4,500.00	0.00	0.00	-4,500.00	0.00	
21	Downloading of data and moving units around the parish every 3-weeks @ £125 per 3-week period.		2,162.00	1,650.00	750.00	238.00	2,250.00	
	Parish Plan Group (SPAG)							
22	TrimTrail (SPAG)		950.00	0.00	0.00	-950.00	0.00	
23	(SPAG) Support and engage the Stapeley community on other Transport 'Hot topics', congestion, road safety at Broad Lane etc.		250.00	0.00	0.00	-250.00	0.00	Not required in 2012-2013 and no bids for funding requested for 2014-2015
24	Printing of new Plan	845.00	0.00	0.00	0.00	0.00		

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		£	£	£	£	£		
25	Third-party funding for playground	957.77	0.00	0.00	0.00	0.00		
26	Grants general		1,000.00		0.00	-1,000.00	1,000.00	Any group in the parish can apply for funding, including SPAG.
27	Diamond Jubilee - purchase of coins for schools	905.70	0.00	0.00	0.00	0.00	0.00	
	Land at Talbot Way and general grounds maintenance							
28	Maintenance of land at Talbot Way and other general grounds maintenance	645.00	1,500.00	357.50	500.00	-642.50	1,500.00	Work undertaken by Jof's Mowing.
29	Replacement of fencing around conservation area	0.00	0.00	0.00	1,500.00	1,500.00	0.00	No budget in 2013-2014.
30	Conservation area at Talbot Way	405.00	1,500.00	800.00	500.00	-200.00	1,500.00	Fortnightly maintenance by Greenspaces
	Website							
31	Development of site/continued management	562.50	1,300.00	1,839.99	0.00	539.99	0.00	Although this appears to be an overspend, the figure of £1,300 was for a one-year contract. The actual payment of £1,839.99 is for two-years.
	Miscellaneous							
32	Miscellaneous	5.00	0.00	0.00				
33	Additional litter-bin - Cronkinson	708.70	0.00	0.00				
34	"Dog-stencilling" spray cans	84.58	0.00	0.00				
35	Catering for informal meeting	0.00	0.00	19.50	0.00	19.50	0.00	
36	Cheshire Community Action membership	0.00	0.00	50.00	0.00	50.00	50.00	
37	Cheshire Community Action - village halls advice (ACRE)	0.00	0.00	35.00	0.00	35.00	35.00	
38	Laptop repairs and updates	77.09	100.00	0.00		-100.00	0.00	Not required in 2014-2015
	Projects							
39	Technical support and advice for potential developments	1,500.00	5,000.00	0.00		0.00	7,000.00	£5,000 was vired to lines 41/42
40	Community Carols	298.49	500.00	263.61	100.00	-136.39	0.00	Owing to the poor turnout on 10 December 2013, it is suggested that no event be held in 2014.

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41	Muller Homes - Public Inquiry		0.00	0.00	18,870.20		0.00	This is an unbudgeted item for 2013-2014 and the total funding of £20,000 was achieved through virement from other budget-heads. (See lines 39, 45, 63, 65 and 66)
42	Payments to Hindhaugh Associates			379.80	750.00			
43	Automated external defibrillator (AED)						1,500.00	
Community Hall								
44	Legal Advice	996.50	1,000.00	234.00	500.00	-266.00	0.00	
45	Miscellaneous Items		15,000.00			6,482.60	0.00	£10,000 vired to fund lines 41/42 leaving a balance of £5,000 under this heading. The overspend of £6,482.60 relates to lines 46 - 59 and lines 65 and 66.
	Refund to Red Wellies re over-payment in Nov.			630.00		630.00		
46	Cleaning	140.50		1,924.00	2,160.00		9,400.00	£15 ph: 12 hrs pw. (see app 2)
47	Sports-Booker - annual fee for on-line booking	72.00		288.00	576.00		480.00	See appendix 2 for details
48	New locks on internal doors			119.09				
49	Curtains			881.00				
50	Fire risk assessment			200.00				
51	Fire equipment	114.56		108.92				
52	Cooker, fridge and vacuum cleaner	619.95						
53	Sundry items	154.50		13.48				
54	Refund to user of hall (cancelled booking)			30.00				
55	Emergency electrical work to lighting			30.00				
56	External lighting re-configuration			671.92				
57	New locks on front door	60.00		294.00				
58	Gopak tables and chairs	2,487.38						
59	Cooker re-wiring			186.19				
60	Purchase of hearing loops		1,300.00	0.00		-1,300.00	0.00	Current usage suggests not required
61	Industrial-sized waste bins (to be fixed)						1,000.00	See appendix 2 for details

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62	Barrier gate at opening						1,800.00	See appendix 2 for details
63	CCTV		5,000.00				2,000.00	£5,000 Vired to fund lines 41/42
64	Cost of managing the hall						5,000.00	See appendix 2 for details
65	Annual energy usage				2,000.00		3,000.00	See appendix 2 for details
66	Maintenance/re-decoration				2,000.00		2,000.00	See appendix 2 for details
	TOTALS	30,354.30	53,894.00	20,965.10	34,283.20	1,354.30	55,215.00	

A	Summary of over-spend against budget	£
	Total expected spend to 31 March 2014	55,248.30
LESS	Budget 2013-2014	-53,894.00
	Total overspend against budget	<u>1,354.30</u>

B	Calculation of likely balance available on 1 April 2014	£	£
	Balance at bank on 31 December 2013	54,894.00	
ADD	VAT Reclaim	500.00	55,394.00
LESS	Spend to March 2014	-34,283.00	21,110.80
∴	Balance available on 1 April 2014 (rounded)	<u>21,100.00</u>	

C	Calculation of Precept Requirement		
	Forward year budget proposals	55,215.00	
ADD	Reserves/working balance	4,000.00	59,215.00
LESS	Expected balance on 1 April 2014	-21,100.00	38,115.00
LESS	Community hall receipts (during 2014-2015 - "guesstimate")	-3,000.00	35,115.00
	Precept required (rounded)	<u>35,000.00</u>	

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D Bank Reconciliation at 31 December 2013		£		£
	Total Receipts	75,859.53	Gold Account	57,102.92
LESS	Total Payments	-20,965.10	Current Account	421.94
				<u>57,524.86</u>
			LESS Unpresented cheques	-2,630.43
		<u>54,894.43</u>		<u>54,894.43</u>
