

## **Budget Summary for 2020/21**

	Income	Expenditure
Finance and GP Committee	£9,030.00	£110,343.00
Environment Committee	£33,850.00	£78,920.00
Staff Costs included in the Finance and GP budget figures		
Totals	£42,880.00	£189,263.00

Total Expenditure less total income equals Precept required  
189263 - 42880 = 146383

**Precept required is £146,383.00**

Cost to Band D household in 2020/21 will be £47.45  
(an increase of £3.22 on the year)

**Finance and GP Budget 2020/21**

<b>Code</b>	<b>Source</b>	<b>Budget 2019/2020</b>
<b>INCOME</b>		
<b>1010</b>	Interest - Deposit account	90.00
<b>1025</b>	Dividend - CCLA Property Fund	4200.00
<b>1030</b>	General	0.00
<b>1040</b>	Sales - Dog Waste bags	340.00
<b>1045</b>	Sales - Kitchen Caddy Bags	4100.00
<b>1050</b>	Insurance Claims	0.00
<b>1070</b>	Grants	0.00
<b>1080</b>	Youth Club - Rent and water charges	100.00
<b>1090</b>	4a Park Way - Rent and insurance	200.00
	<b>Total</b>	<b>9030.00</b>
<b>EXPENDITURE</b>		
<b>2000</b>	<b>Salaries</b>	
2000/1	Administration staff	46183.00
2000/2	Grounds/Other staff	3131.00
	Overtime fund	600.00
<b>Total</b>		<b>49914.00</b>
Staff salaries		
<b>2010</b>	<b>Employers Pension contribution</b>	<b>10160.00</b>
Employers Pension contributions for staff pensions		
<b>2020</b>	<b>Employers NI</b>	<b>3944.00</b>
Employers National Insurance contributions		
<b>2030</b>	<b>Expenses</b>	
2030/1	Office staff Expenses	400.00
2030/3	Councillors Travel expenses	200.00
2030/4	Chairman's allowance	75.00
<b>Total</b>		<b>675.00</b>
Expenses are mainly for travel and parking costs incurred by staff and councillors. The chairman allowance is a small sum of money set aside for use by the chairman at his/her discretion.		
<b>2040</b>	<b>Training</b>	
2040/1	Clerk/Staff	600.00
2200/2	Councillors	1500.00
<b>Total</b>		<b>2100.00</b>
Training budget for employees and councillors. Training includes attending courses, seminars, purchase of books that are required to keep up to date with current legislation etc.		
<b>2045</b>	Health and Safety	100.00
Added in 2019 - to cover any aspects of staff health and safety costs.		
<b>2050</b>	<b>Office &amp; Admin costs</b>	
2050/1	Non Domestic Rates	0.00
2050/2	Electricity	650.00
2050/3	Phone Charges	550.00
2050/4	Broadband charges	350.00

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2050/5	Stationery/Office furniture	350.00
2050/6	Photocopies	1600.00
2050/7	Maintenance inc waste collection	400.00
2050/9	Water Charges	130.00
<b>Total</b>		<b>4030.00</b>
The cost of running and maintaining the Parish Office.		
<b>2055</b>	<b>Loan Repayments</b>	<b>6940.00</b>
Repayment of £100,000 loan from the Public Works Loans Board in August 2010 for the purchase of 4 Parkway. Loan is fixed interest rate of 3.41% over a 20 year period. Repayments are made twice a year.		
<b>2060</b>	<b>IT Costs</b>	
2060/1	IT Support	1400.00
2060/2	IT Capital	0.00
2060/3	Website costs	1350.00
<b>Total</b>		<b>2750.00</b>
Costs of purchasing any IT equipment. IT support includes annual fee for Finance and Cemetery, payroll software. Mapping software and antivirus. Website hosting and support		
<b>2070</b>	<b>Insurance</b>	<b>2850.00</b>
Includes public liability insurance, insurance for parish council assets and equipment. Motor Insurance for tractor.		
<b>2080</b>	<b>Petty cash</b>	
2080/1	Postage	180.00
2080/2	Other	100.00
<b>Total</b>		<b>280.00</b>
Postage of all Council correspondence and various incidental expenditure.		
<b>2090</b>	<b>Professional Fees</b>	
2090/1	Audit	900.00
2090/2	Legal Fees	1200.00
2090/3	Payroll and other	0.00
<b>Total</b>		<b>2100.00</b>
Internal and External audit fee. Incidental legal fees which may occur throughout the year.		
<b>2100</b>	<b>Subscription costs</b>	
2100/1	DAPTC	1200.00
2100/2	SLCC	250.00
2100/3	ICO/ICCM	200.00
<b>Total</b>		<b>1650.00</b>
DAPTC annual subscription, Society of Local Council Clerks, Information Commissioners Office, ICCM		
<b>2110</b>	<b>Purchase - Dog Waste bags</b>	<b>250.00</b>
<b>2115</b>	<b>Purchase - Kitchen Caddy Bags</b>	<b>2500.00</b>
<b>2120</b>	<b>Grants</b>	
2120/1	Section 137	
2120/1/2	Others	2500.00
2120/1/3	Jean Ware Legacy Award	1000.00
2120/1/4	Apprentice Scheme	1000.00
2120/2	Section 142 - CAB	600.00
<b>Total</b>		<b>5100.00</b>
Grants for external bodies		
<b>2130</b>	<b>Election Expenses</b>	<b>0.00</b>

## Finance and GP Budget 2020/21

To cover any expenses for parish council elections		
<b>2140</b>	<b>General &amp; Contingency</b>	<b>100.00</b>
A small budget for general expenditure/contingencies.		
<b>2150</b>	<b>Advertising and Publicity</b>	<b>400.00</b>
A small budget to cover the cost of notices that may be required to be placed in newspapers and items advertised in publications.		
<b>2180</b>	<b>Remembrance Day Costs</b>	<b>800.00</b>
Costs for Remembrance Sunday		
<b>2190</b>	<b>Youth Club Funding</b>	<b>13300.00</b>
Funding for West Moors Youth Club.		
<b>2195</b>	<b>Service Devolution Budget</b>	<b>0.00</b>
Funding to cover costs of services taken over by PC from DCC and EDDC		
<b>2198</b>	<b>VE Day Celebrations</b>	<b>400.00</b>
Added December 2019 to cover costs for 75th Anniversary of VE day in May 2020		
	<b>Total</b>	<b>110343.00</b>

**Environment Budget  
2020/20**

<b>Code</b>	<b>Source</b>	<b>BUDGET</b>
		<b>2019/20</b>
<b>INCOME</b>		
<b>1100</b>	<b>Playing Field Fees</b>	
1100/1	Football	3400.00
1100/3	Multi-Purpose	7600.00
1100/4	Other	1550.00
1100/5	Community Event income	1500.00
<b>Total</b>		<b>14050.00</b>
Income from fees paid by various sports clubs for using the sporting facilities		
<b>1110</b>	<b>Cemetery Fees</b>	
1110/1	Memorial	4000.00
1110/2	Interment	10000.00
1110/3	Purchase Graves	4000.00
<b>Total</b>		<b>18000.00</b>
Income from fees paid by various funeral directors and individuals for interment etc. in the cemetery.		
<b>1115</b>	<b>Allotment Rent</b>	<b>1800.00</b>
Income from allotment rent.		
<b>1125</b>	<b>Memorial Benches and Plaques</b>	<b>0.00</b>
fees from Memorial bench and plaque applications		
<b>TOTAL BUDGETED INCOME</b>		<b>33850.00</b>

## **EXPENDITURE**

<b>3010</b>	<b>Fryer Field Maintenance</b>	
3010/1	General	4000.00
3010/4	Contractor fees	9900.00
<b>Total</b>		<b>13900.00</b>
Fryer Field maintenance covers all aspects of keeping the area in a suitable condition for football and general usage. An external contractor is employed to maintain the Fryer Field.		
<b>3020</b>	<b>Pavilion Running Costs</b>	
3020/1	Electricity	800.00
3020/2	Water/Sewage	800.00
3020/3	Maintenance	1500.00
3020/4	Legionella Testing	800.00
3020/6	Phone/Broadband	550.00
<b>Total</b>		<b>4450.00</b>
Pavilion running costs include services to the pavilion and maintenance costs required to keep the building in good condition.		
<b>3030</b>	<b>Multi Purpose Play Area</b>	
3030/1	Floodlight Maintenance	0.00
3030/2	General Maintenance	2800.00
3030/3	Electricity	500.00
<b>Total</b>		<b>3300.00</b>
Floodlights around the artificial grass pitch were replaced with LED lights in 2017, floodlights around the tennis courts are not used and were not replaced. Each year funds are set aside for renewal of the artificial grass when it reaches the end of its useful life (approx. 10 years after installation) 2019/20 - £2500 added to general maintenance heading (3020/2) for earmarked fund to cover this cost in the future.		
<b>3040</b>	<b>Fencing</b>	<b>2000.00</b>

**Environment Budget  
2020/20**

To cover any incidental fencing requirements in and around the Fryer Field. Includes £1500 to replace fence along footpath from Station Road to Play area		
<b>3050</b>	<b>Fryer Field Play area</b>	
3050/1	Maintenance	250.00
3050/3	Safety Inspections	600.00
<b>Total</b>		<b>850.00</b>
Maintenance fund for keeping the play equipment in a safe and satisfactory condition. Monthly inspections are carried out plus an annual inspection. Fryer Field was completely refurbished in October 2017.		
<b>3060</b>	<b>Oakhurst Play area Maintenance</b>	
3060/1	Maintenance	250.00
3060/3	Safety Inspections	450.00
<b>Total</b>		<b>700.00</b>
Maintenance fund for keeping the play equipment in a safe and satisfactory condition. Monthly inspections are carried out plus an annual inspection.		
<b>3070</b>	<b>Skate park Maintenance</b>	<b>9000.00</b>
General maintenance of the skate park to ensure it is safe to use. Inspections are carried out monthly as part of the Fryer field play area inspections. Due to the high usage the skate park requires painting twice a year. Additional funds due to wear and tear of equipment. (£2500 for maintenance, £1500 to earmarked fund)		
<b>3080</b>	<b>Play Equipment</b>	<b>4000.00</b>
For replacement play equipment in the future. Monies go in to an earmarked fund		
<b>3100</b>	<b>Cemetery Costs</b>	
3100/1	Non Domestic Rates	900.00
3100/2	Water Charges	70.00
3100/3	Buy Back of Cemetery Plots	0.00
<b>Total</b>		<b>970.00</b>
Rates and water charges for the cemetery		
<b>3110</b>	<b>Cemetery Maintenance</b>	
3110/1	General	5000.00
3110/2	Fencing	300.00
3110/3	Gravel	350.00
3110/7	Refuse collection service	850.00
3110/8	Contractor Fees	6600.00
<b>Total</b>		<b>13100.00</b>
Cemetery maintenance covers all aspects of work that is required to ensure the cemetery is keep neat and tidy. It also includes funds to carry out any works to improve/replace the area. Refuse collection is carried out weekly.		
<b>3120</b>	<b>Memorial Inspections</b>	<b>0.00</b>
Memorial Inspections are required every 5 years. The last inspection was in April 2014. In order to ensure there are sufficient funds to carry out the inspections in 2019 a earmarked fund is held.		
<b>3130</b>	<b>Lych-gate Maintenance</b>	<b>0.00</b>
For the maintenance of the Lych-gate at the entrance to the cemetery.		
<b>3140</b>	<b>Petwyn Maintenance/improvements</b>	<b>250.00</b>
Budget for maintenance and improvement to the Petwyn Village green. Includes water charges for stand pipe located on the Petwyn.		
<b>3150</b>	<b>Allotments</b>	<b>1000.00</b>
allotment maintenance and improvements		
<b>3160</b>	<b>Tree Maintenance</b>	<b>2500.00</b>
Funds for the maintenance of all trees on parish land. A rolling maintenance program is in place for trees on parish council land.		

**Environment Budget  
2020/20**

<b>3170 Climate Emergency</b>		<b>500.00</b>
New Heading in 2020 - funds to cover work of Climate Emergency actions		
<b>4000</b>	<b>Public seats</b>	
4000/1	Maintenance	200.00
4000/2	Purchase	0.00
<b>Total</b>		<b>200.00</b>
For the repair/maintenance/replacement/addition of public seats in the village.		
<b>4010</b>	<b>Bus Shelters</b>	
4010/1	Maintenance	250.00
4010/2	Purchase	0.00
<b>Total</b>		<b>250.00</b>
Budget for the maintenance of Parish Council owned Bus shelters. August 2017 - replacement shelters at Castleman Court and opposite Queens Close.		
<b>4020</b>	<b>Street Furniture (Inc. Dog Bins)</b>	
4020/1	Maintenance	250.00
4020/2	Purchase	0.00
<b>Total</b>		<b>250.00</b>
Repairs/maintenance/purchase of welcome signs, dog bins, refuse bins.		
<b>4030</b>	<b>General</b>	<b>150.00</b>
A general contingency fund for items not specifically covered in the budget		
<b>4040</b>	<b>Christmas decorations</b>	<b>5000.00</b>
Village Christmas decoration costs		
<b>4070</b>	<b>Lengthsman</b>	<b>2800.00</b>
Lengthsman costs		
<b>4090</b>	<b>Dog Warden Scheme</b>	<b>3000.00</b>
Dog warden patrols at Fryer Field. Plus the emptying of Parish Council owned Dog waste bin.		
<b>4095</b>	<b>CCTV</b>	
4095/1	Purchase/Installation	0.00
4095/2	Maintenance	200.00
<b>Total</b>		<b>200.00</b>
CCTV costs		
<b>4096</b>	<b>Public Toilets</b>	<b>8500.00</b>
Park Way toilets - Maintenance, cleaning, consumables, water, sewage, electricity (does not include rates, which will come from reserves)		
<b>4097</b>	<b>Activity Day Costs</b>	<b>2000.00</b>
<b>4098</b>	<b>Fryer Field Development Plan</b>	
4098/1	BMX regeneration	
4098/2	Adult Exercise Equipment	0.00
4098/3	Youth Focus Equipment	
4098/5	Signage	0.00
<b>Total</b>		<b>0.00</b>
<b>4099</b>	<b>Keep Britain Tidy Events</b>	<b>50.00</b>
Funds for arranging litter pick events		
<b>TOTAL BUDGETED EXPENDITURE</b>		<b>78920.00</b>