

yellow boxes are reserves that must be replenished if spent (unless they are one off grants eg lotto)

Grimley Parish Council DRAFT BUDGET 2020/21

DRAFT

DATE OF ESTIMATE @ 18/10/2019. Updated 26/11/2019. This version contains the Clerk's notes and is not necessarily the opinion or voted motion of any parish Cllr.

| Table 1 - Anticipated Expenditure | | | | Budget 2020/21 From 1st April 20 | Expenditure (estimated) as at 31st March 21 | Notes |
|-----------------------------------|--|---|--|-------------------------------------|--|---|
| | | | | £ | £ | |
| Administration | | | | | | |
| | | Chairman's Allowance | | 50 | 0 | Chair generally declines to accept this allowance as a courtesy but that is a personal choice for each Chair. It is acceptable and proper that the Chair claim mileage for this voluntary role. |
| | | Clerk's Salary/HMRC | | 7000 | 6917.76 | Clerk pay per month: £576.48 |
| | | Clerk's General Expenses | | 1000 | 800 | Stationery, travel, post etc. Payable to the Clerk as a reimbursement. |
| | | Equipment Expenses: (excludes stationery but includes ink cartridges) | | 400 | 400 | NB. Software, Hardware, office furniture. Payable to the Clerk as a reimbursement. Ink cartridges from 'Stinkyinks' at roughly £32 every two months compared to £72 from PCWorld. |
| New for 20/21 | | Annual report leaflet production and postage | | 300 | 300 | Annual report to parishioners via newsletter. £171 printing (est) and £79 postage. We have always done this but have never budgeted for it. |
| New for 20/21 | | New website for Parish Council | | 100 | 0 | New for 2020 - need to start saving at rate of £100 pa. Current WCC hosted website is useful, basic but could be much more user friendly. |
| | | Recruitment | | 500 | 0 | |
| | | Audit Internal & External | | 250 | 245 | Parish Council may qualify to self certify as exempt for 2020/21 financial year (IF outgoings are less than £25k), so it may be that only £5 is spent. External audit fee for non exempt authorities is approx. £240. Internal Audit fee £5 |
| | | Peace Hall Hire and heating | | 250 | 250 | |
| New for 20/21 | | Church Hire | | 50 | 50 | New for 2020 - introducing two parish council meetings a year in the church. |
| | | Training of Cllrs and Clerk | | 200 | 100 | |
| | | Election General Co-option Expenses | | 200 | 0 | EG. Co-option expenses. |
| | | Election reserve | | 500 | 0 | EG. To be used for scheduled Parish Council elections on four yearly basis, if the election is contested. |
| | | Insurance | | 250 | 190 | Allowing for potential price increase. |
| | | Information Commissioner (ICO) | | 45 | 35 | Allowing for potential price increase. Mandatory membership. |
| | | Subscriptions: | | | | |
| New for 20/21 | | Adobe Acrobat PDF software | | 15.17 | 15.17 | MHDC and County Council docs often provided in PDF format for security. Clerk has need to transfer back to Word format to allow work and amendments etc. |
| New for 20/21 | | Malwarebytes | | 29.99 | 29.99 | Online anti piracy/virus software. |
| | | Arnold-Baker Council Administration | | 120 | 120 | Guide for Clerk, legal document listing all regulations relating to parish councils |
| | | CALC | | 420 | 380 | Allowing for potential price increase. County based Parish Council support group. Provides training, information and a pathway for lobbying higher tier authorities. Provides Parish Cllrs with legal support if required. |
| | | SLCC | | 110 | 101 | Association providing support and training for Parish Clerk |
| | | CPRE | | 50 | 45 | Campaign to protect rural England. Provides planning guidance and offers legal support in situations of aggressive large scale planning projects. Allowing for potential price increase. |
| New for 20/21 | | Parish Magazine | | 50 | 50 | New for 20/21. Newsletter editor provides generous terms but nonetheless money must be set aside. |

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| | Contingency | | | 500 | 500 | Historically has been £1000. |
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| | Donations & Contributions | | | | | |
| | | | | | | NB. The parish council may be approached by MHDC to ask if Parish Cllrs are willing to contribute additional financial relief for businesses in rural areas. Criteria are set as part of the decision making process. |
| | | Rate Relief (Discretionary) | | 300 | 0 | |
| | | Section 137: £7.86* per elector. | | 400 | 0 | This equates to £4040 in theory (514 electors), but the parish council has not the funds to allow expenditure of this amount on this topic. |
| | | Hallow Scouts & Guides | | 100 | 100 | |
| | | Nora Parsons Day Centre | | 100 | 100 | |
| | New for 20/21 | Peace Hall Coffee morning funds | | 100 | 100 | New fund proposal - contributing to young mums or elderly companionship meetings. DCllr Dean Clarke already contributes to this. |
| | New for 20/21 | Grimley School PTFA contribution | | 100 | 100 | New fund proposal - contribution to school towards less well off families. E.g. school uniform provision maybe. Liaising with school ref this will take place in spring 2020. |
| | | Grimley Smaller Charities Land (reserve) | | 200 | 0 | Reserve creation in 2017/18 allowing contribution towards community facilities on Grimley Smaller Charity land. Saving only. No further plans are in place. The site is currently rented to bird watching association for the next three years. |
| | | Peace Hall (reserve) | | 500 | 0 | Peace Hall have agreed not to ask for further donations until 2025, though may ask for a review of this decision in 2022. However Parish Councillors are open to providing urgent help as required. |
| | | Peace Hall - general | | 200 | 200 | Allowing for unforeseen small scale donations. |
| | | Grimley St Bartholomews church Green waste bin | | 77.5 | 77.5 | New annual commitment from 2019 onwards. |
| | New for 20/21 | Grimley St Bartholomews church litter wheelie bin | | 77.5 | 0 | Was previously going to be £77.50 per annum paid by the parish council, but the District Council has agreed to pay this for 2020 and will be reviewed after that. |
| | New for 20/21 | Grimley St Bartholomews refurbishment saving | | 100 | 0 | New fund proposal - saving towards church refurbishment as a community facility. This item is proposed by the Clerk - seeing as how Cllrs have asked that the church be used for some parish council meetings, it would be sensible to save towards installing kitchen or heating for example. However no formal decision has been made by Cllrs. |
| | New for 20/21 | Annual Remembrance Wreath Hallow Church | | 25 | 25 | |
| | | | | | | |
| | | | | | | |
| | General Parish Projects | | | | | |
| | | General | | 500 | 500 | |
| | New for 20/21 | Climate change Declaration | | 300 | 300 | New for 2020 - budget for Climate Working Party (exact name of group as yet undecided). |
| | | Noticeboards | | 300 | 224 | £224 on a new right of way/footpath noticeboard on side of Peace Hall building. This has been on the radar since 2015 and really ought to be completed in 2020. |
| | | Bus Shelters | | 800 | 0 | Reserve for complete replacement of a shelter. Build back to up £1000 at rate of £100 p.a. |
| | | Grit bins | | 300 | 0 | Reserve for replacement of damaged bins only. |
| | | Litter Bins | | 300 | 0 | Reserve for replacement of damaged bins only. |
| | | Bollards | | 200 | 0 | Reserve for replacement of damaged bollards only. |
| | New for 20/21 | Defibrillator Grimley Village | | 100 | 0 | New for 2020 - begin saving towards this equipment. |
| | | Adopted phone boxes (Grimley & MWGreen) | | 200 | 200 | Maintenance of. |

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| Sinton Green Common - Parish Council owned | | | | |
| | General | 500 | 500 | Planning for ditch repairs/maintenance in 2021/22 approx. £1225. |
| | Mowing | 1125 | 1125 | Roughly £75 per cut. Some months have two cuts, some have none. This might need to increase slightly as residents have requested that a smaller space be 'close shaved' (clerk's phrasing) for use for ball games etc. |
| | Youth Health and Activity grant | 2500 | 2500 | National Lottery grant. |
| | Youth Health and Activity project' Parish Council allocation | 500 | 500 | Contribution from Parish Council. Additional might need to be sought from external grants depending on project parameters |
| | Pond maintenance | 150 | 0 | Saving for future maintenance. Increase by £50 per annum. |
| New for 20/21 | Defibrillator Sinton Green | 100 | 0 | New for 2020 - begin saving towards this equipment. |
| Monkwood Green Common - Parish Council Owned | | | | |
| | General | 500 | 500 | Used to be nearly £3,000 pa but cant keep spending this much on this item - Needs more volunteers really instead. |
| | Mowing | 1500 | 1500 | |
| | Pond maintenance | 800 | 0 | Unlikely to be spent, pending further review of impact of dredging on local cellars etc. |
| | Well maintenance | 200 | 200 | |
| | Service road maintenance | 200 | 200 | |
| | Defibrillator Monkwood Green | 1510 | 1510 | Composed entirely of grants and donations from members of public. On waiting list for equipment to be installed in the phone box. |
| New for 20/21 | Commoners Association | 50 | 50 | New for 2020 - Postage, admin costs. This group is in the process of being set up. |
| Lengthsman | | 2054 | 2054 | WCC budget £2054.00. |
| Payments Totals | | | 23,094.42 | Nb. Estimate of total expenditure across the year. |
| BUDGET | | 29,359 | | Nb. Based on total of all financial assets as estimated for 1st April 2020. We had £29,065 in total across two bank accounts 1st April 2019. |

| Table 2 - Expected Income | | Budget 2020/21 | < Notes |
|---------------------------|--|-------------------|---|
| | | From 1st April 20 | |
| | | £ | |
| | Receipts e.g. Wayleaves | 180.91 | |
| | Precept | 19,112.18 | Increase in precept of £1,734.47 (10%) and each individual household bill by average £.6.02 |
| | Interest | 12.00 | |
| | Lengthsman repayment of charges 2020/21(WCC) | 2,054.00 | |
| | HMRC reclaim VAT 19/20 | 2,000.00 | |
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| | Receipts Totals | 23,359.09 | |
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