Draft Budget 2020-2021

Cllrs Richard Edmondson, Haslett Schofield and Paul Selvey, met with the Clerk in October to review existing income and expenditure against budget and draft a budget for the next financial year.

Attached documents show income & expenditure for:

- actual Year End against budget for 2019/20
- 2020/21 at 7/12ths (to 31st October) and anticipated year end
- Draft budget for 2021/22
- Earmarked reserves
- Training Budget
- Allotments Budget

The budget includes the addition of a new budget line for Highways, and has split out the office expenditure from Clerk's expenses (mileage & subsistence). A new budget line has been added for software subscriptions (which have formerly come out of Neighbourhood Plan budget).

and makes provision to build on earmarked funds for:

- Tree Maintenance
- Election costs in next cycle
- A future civic event

Based on the draft budget as presented, this would require a precept of £8295. This would represent a reduction on the precept of £625 (7.28%). Based on the calculations available from Mid Suffolk, this represents a decrease of £2.29 on a band D property assuming the tax base remains as expected.

Drinkstone Parish Council year ending 31st March 2020

	2019	/20
Reciepts		
Precept	£	8,790.00
Bank Interest	£	16.30
Sale of Land adjacent to Playing Field	£	3,501.00
De-fib Donations	£	-
Transparancy grant	£	-
Suffolk Rural Fund		250.00
Locality Funding	£	250.00
Refund VAT	£	1,612.28
Wayleave Grants	£	_
Credits or Underpayments	£	75.00
credits of Orderpayments		4,244.58
Allotments		
Rents	£	604.00
Other (Elecricity Repayment)	£	904.48
Wayleave	£	168.29
	£	1,676.77
Total Receipts	£ 1	5,921.35
Payments		
Clerk's Salary	£	3,515.37
overtime contingency	£	
HMRC Tax & NI	£	211.40
Clerk's Office Expenses	£	478.68
grass cutting	£	531.25
admin/meeting expenses	£	57.16
insurance	£	349.44
SALC subscription	£	253.50
training	£	356.17
internal audit	£	128.00
grants	£	
hall hire	£	190.00
dog bin emptying	£	310.00
Defibrillator S137	£	6.24 40.00
ICO registration	£	104.78
election expenses tree maintenance	£	104.76
footpath maintnenance	E.	17.38
playingfield maintenance	£	17.50
playingfield inspection	£	50.18
website	£	10.00
grit bins	£	-
Allotment fencing	£	-
Parish Land Registration	£	550.00
Neighbourhood Plan	£	4,740.41
Phone Box	£	111.09
Deposit Unity Trust Bank	£	-
VAT paid	£	1,373.67
Total Payments	£ 1	3,384.72
Allotments		
Maintenance	£	28.68
Water	£	186.07
Other (unauthorised Electricity Transaction	£	452.24
	£	666.99
Total Payments	£ 1	4,051.71
Net payments & Reciepts	£	1,869.64
*		

Cash Reserves Fixed and Long Term Assets As per Asset Register	£	32,369.99
Opening Reserves Net Movement	£	16,459.96 1,869.64
Closing Reserves	£	18,329.60
Represented by: Cash at Bank - Current - Deposit - Savings Lloyds - Allotments Unity Trust **2053 Petty Cash	£ £ £	£13,773.38 2,719.88 5.27 1,331.07 £500.00
	£	18,329.60
Closing Reserves made up of:		
Playingfield Election Defibrilator 186.83 - 7.02 General Reserve Neighbourhood Plan Tree Maintenance Phone Box Allotments		£1,950.00 £275.00 £173.57 £10,902.10 £2,597.86 £1,100.00 £0.00 £1,331.07 £18,329.60

Signed: Chair of Drinkstone Parish Council Date:

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Signed: Proposition Pate: Date:

3/8/2020

Mars

A	В	С	D	E	F	G	Н	I		J	K	L		М	N	0
Orinkstone Parish Council financial over	view 2019/20			0040 00			2012 225									1.46%
		2017/2018		2018 - 2019	9 % Against		<u> 2019 - 2020</u>	% Against	20	020 - 2021					Draft Budget 2021-22	
			Budget	Year End	Budget	Budget	Year End	Budget	Appr	roved Budget	At 30/10/20	% Against Bud	get Antic	ipated Year End	1	Notes
INCOME	Opening Reserves		4,986.42	1		£ 16,459.96										
precept		4823	8,440.00	£ 8,440.00	100.00%	£ 8,790.00	£ 8,790.0	00 100%	6 £	8,920.00	8,920.0	0 171.43%	£	8,920.00	£ 8,295.00	
nterest		8.34	10.00		147.80%	£ 10.00	£ 12.2	29 123%	6 £	20.00	4.3	8 37.54%	£	7.51		\
Sale of Land Adjacent to Playing Field lefibb donations			10.00		0.00%	£ 3,501.00 £ 10.00				-	0.0 0.0					
ransparancy grant		_	100.00		0.00%	£ 100.00				-	0.0					
suffolk rural fund			126.36	£ -	0.00%	£ 126.36	£ -	0%	o	-	0.0	0				
ocality funding /AT recovered		250 483.57			76.72% 126.94%	£ 350.00 £ 300.00			£	350.00 750.00	0.0		£	1,000.00 632.66	£ 500.00	
Vayleave		483.5/	200.00		120.94%	£ 300.00		oz 404% -	0 £	- 750.00	369.0 0.0		£	032.00	500.00	
Grants		400	0.00	£ 7,125.00	-	£ -	_	-		-	0.0	0				
Credit or under payment			0.00	£ 42.17	-	£ -	£ 75.0	00 -		-	0.5			0.724.42		
CIL ALLOTMENTS				£ 65.95	_		f -	-			8,731.4	3	£	8,731.43	£ -	
rents		262	200.00		120.50%	£ 200.00	_	00 140%	ó							
vayleave			10.00		3570.80%	£ 150.00		18 603%	o							
Refund from Bank indemnity scheme Total income		6226.91	9 456 36	£ 18,313.03	193.66%	f 13 537 36	£ 14,775.2	904% 9 109%		1,120.00 £	9,105.36				£ 15.00	
		0220.31	J, 43 0.30	2 10,313.03	193.00%	2 13,337.30	2 17,773.2	109%	. <u>.</u>	1,120.00 E	9,103.30					
EXPENDITURE Dayments	,															
navmente			<u>BUDGET</u>													
ayments			<u>BUDGET</u>					% Against 9/12ths	s Budaet							
Clerk's salary		2525.8	2,255.33	£ 2,063.20	91.48%	£ 2,860.00	£ 2,146.3			3,500.00 £	2,253.5	96.58%	£	3,380.33	£ 3,500.00	
overtime/ contingency			0.00		-	£ 130.00			6 £	200.00 £	-	0.00%	£	-		VIA to earmarked reserves at end of ye
HMRC Tax & NI Clerk expenses		63.18	505.60	_	64.60%	£ 500.00				300.00 £ 350.00 £	252.59 260.73		£	300.00		milenge 9. subsistance enly
grass cutting		406.25		£ - 617.10	103.65%	£ 200.00 £ 600.00			b £	650.00 £			£	400.00 700.00		mileage & subsistance only
office stationery			50.00		247.60%	£ 50.00	£ 132.1	.6 352%	6 £	100.00 £	181.8	272.70%	£	200.00	£ 400.00	
nsurance		388.68			98.42%	£ 425.00				375.00 £			£	331.97		
SALC subscription raining		245.17 140	252.35 200.00		100.02% 58.50%	£ 255.00 £ 850.00			b £	265.00 £ 400.00 £	260.70 50.00		ŧ Ŧ	260.70 100.00		VIA to earmarked reserves at end of ye
nternal audit		121			88.89%	£ 90.00			b £	130.00 £	158.0		£	158.00		VIA to cumulica reserves at end or ye
support for local organisations			100.00		- -	£ 100.00			6 £	100.00 £	250.0		£	350.00		
nall hire Litter bin emptying		265	260.00 320.00		176.92% 82.81%	£ 260.00 £ 320.00		0%	b £	300.00 £ 320.00 £	40.0 319.3		r E	60.00 319.30	£ 200.00 £ 330.00	
Defibrillator S137		7.05			101.99%	£ 7.05				10.00 £			£	6.24	£ 10.00	
CO registration			35.00	£ 40.00	114.29%	£ 35.00			6 £	35.00 £	-	0.00%	£	35.00	£ 35.00	
T licences & subsciptions				_											£ 150.00	
election costs		_	200.00		0.00%	£ 200.00				110.00 £		0.00%	£	-	£ 110.00	
ree maintenance ootpath maintnenance			1,100.00		0.00%	£ 1,100.00			6 £	600.00 £			£	600.00		
			50.00) £ -	0.00%	£ 50.00	£ -	0%	6 £	75.00 £	18.8	37.62%	£	35.00		Nove budget tie
lighways olayingfield equipment									t	500.00		0.00%	£	981.00	£ 100.00	New budget line
playingfield maintenance		47.53	1,050.00	£ 339.40	32.32%	£ 1,050.00	£ -	0%	δ £	500.00		0.00%	£	-	£ 500.00	VIA to earmarked reserves at end of ye
playingfield inspection			55.00	£ 48.71	88.56%	£ 55.00	£ -	0%	6 £	60.00 £		57.45%	£	40.00	£ 50.00	,
vebsite grit bins		10			100.00%	£ 10.00			o £	10.00 £ 50.00 £		0.00% 0.00%	£	-	£ 10.00	
grit bins .and adjacent to playing field		372	0.00		-	£ -		-	£	- 50.00 £		0.00%	£	-	£ -	
Registration of Parish Lands				£ -	-	£ -	£ 550.0	0 -	£	250.00 £	33.0		£	250.00		
Neighbourhood Plan Phone Box		410.0	2,000.00	_	27.56%	£ 2,000.00	£ 4,231.8	31 282%	6	- £	174.0		£	265.00		
none Box /AT paid		410.8 253.87		£ - £ 456.25	228.13%	£ 200.00	£ -	0%	£ 6 £	100.00 £ 500.00 £		0.00% 94.10%	ŧ Ŧ	- 470.51	£ 50.00 £ 500.00	
Civic Event			200.00	50.25	220.1370	200.00	-	-	£	250.00 £		0.00%	£	-	_ 500.00	
illotment					-			-	,							
naintenance water		_ 70 284.1			238.20% 188.14%	£ 160.00 £ 150.00										
Jnauthorised DD payment			130.00	202.21	100.1770	- 150.00	£ 452.2									
Total expenditure		5610.43	10,070.68	£ 6,839.49	67.91%	£ 11,657.05			£	10,040.00 £	5,758.58		£	9,243.04	£ 8,310.00	
Contingency					-			_								
CLOSING RESERVES. after contingency			4 272 40	C 16 4F0 06			6 10 220 6	•								
			4,3/2.10	£ 16,459.96			£ 18,329.6	<u>u</u>								

Reserves	March '18	March '19	March '20
Playingfield	£900.00	£900.00	£1,950.00
Election	£200.00	£200.00	£275.00
Defibrilator	£179.81	£179.81	£173.57
Neighbourhood Planning		£2,597.86	£2,597.86
Trees		£1,100.00	£1,100.00
General Reserve	£3,652.56	£11,161.00	£10,902.10
Phone Box	£0.00	£0.00	£0.00
Total	£4,932.37	£16,138.67	£16,998.53
Allotments Reserve	£54.05	£321.29	£1,331.07
Total Reserve	£4,986.42	£16,459.96	£18,329.60

Earmarked Funds	March '18	Movement	March '19	Movement	March '20	Budget	Movement	Anticipated March '21
General Researve	£3,652.56	6 -£7,508.44	£11,161.00	£258.90	£10,902.10			£10,902.10
Playingfield	£ 900.00	£ -	£900.00	-£ 1,050.00	£1,950.00	£ 500.00	-500	£2,450.00
Election	£ 200.00	£ -	£200.00	-£ 75.00	£275.00	£ 110.00	-110	£385.00
Defibrilator	£ 179.81	£ -	£179.81	£ 6.24	£173.57	£ 7.50	6.24	£167.33
Neighbourhood Planning	£ 9,171.64	£ 6,573.78	£2,597.86	£ -	£2,597.86	£ -	0	£2,597.86
Trees		£ 1,100.00	£1,100.00	£ -	£1,100.00	£ 600.00	-125	£1,225.00
Money from CIL							-8731.43	£8,731.43
	£14,104.01	£165.34	£16,138.67	£ 1,118.76	£16,998.53	£ 1,217.50	-9460.19	£26,458.72
Allotments	£ 54.05	-£ 267.24	£ 321.29	£ 1,009.78	£ 1,331.07	£ 10.00		
							_	
Total:	£14,158.00	6 -£101.90	£16,459.96	-£108.98	£18,329.60	£1,227.50	_	

Training Budget

Clerk Workshops	3	25	£75.00 £425.00
Councillor Portfolio Training	4		£100.00
New Councillor Training	1	150	£150.00
Leadership Skills	1	100	£100.00

Drinkstone Parish Council	financial ov	ervie	w 2019/2	<u>0</u>										
	<u>2018</u>	- 201	<u>19</u>	<u> 2019 - 2020</u>						2020 - 2021				
	Opening Reserves 386.54	Yea	er End	Opening Reserves £ 32	21.29		31 ober	% Against Budget		Approved Budget		To 31 October	% Against Budget	Draft Budget Notes
INCOME														
rents	200.00	£	241.00	£ 20	00.00	£	358.00	179%	£	360.00	£	105.00	29.17%	360
wayleave	10.00	£	357.08	£ 15	50.00	£	-	0%	£	150.00	£	56.99	37.99%	100
Refund from Bank indemnity						£	904.48	904%			£	120.15		
Total income	210.00	£	598.08	£ 35	0.00	£	1,262.48	361%	£	510.00	£	282.14		460
EXPENDITURE payments	BUDGET													
pujmeme														
maintenance	160.00	£	381.12	£ 16	0.00	£	28.68	31%	£	250.00	£	- 2	0.00%	250
water	150.00	£	282.21	£ 15	50.00	£	96.72	111%	£	175.00	£	48.85	27.91%	150
Unauthorised DD payment				-		£	452.24 -				£	120.15		
Total expenditure	310.00	£	663.33	£ 31	0.00	£	577.64		£	425.00	£	169.00		400
Contingency CLOSING RESERVES. after contingency	286.54	£	321.29	£ 36	61.29	£	1,006.13							