

Staunton Coleford Parish Council
Budget 2015/16
Summary

	2013/14	2014/15	2014/15	2014/15	2015/16	2015/16	Notes
	ACTUAL AT	BUDGET	ACTUAL TO	PROJECTED AT	BUDGET 1st	BUDGET	
	OUTTURN		DATE	OUTTURN	DRAFT	2nd DRAFT	
INCOME							
Precept	£7,342	£7,280	£6,966	£6,966	£7,105	£7,053	1
LCTS grant	£0	£0	£314	£314	£265	£265	1a
Wayleaves	£269	£253	£0	£269	£269	£269	
Rent	£0	£5	£5	£5	£5	£5	
Interest	£225	£230	£147	£280	£280	£280	
Other	£0	£0	£560	£560	£0	£0	
Buckstone Common Grants	£4,673	£6,012	£5,287	£7,912	£5,212	£5,212	2
Agency grass cutting	£0	£460	£460	£460	£460	£460	
Staunton Meend reserve fund	£0	£3,118	-£971	-£489	£2,045	£0	
VAT recovered	£0	£0	£0	£0	£0	£0	3
TOTAL INCOME	£12,509	£17,358	£12,769	£16,277	£15,641	£13,544	
EXPENDITURE							
Clerk salary	£2,142	£2,300.00	£1,250	£2,250	£2,369	£2,328	4
Clerk salary (additional hrs)	£0	£0.00	£0	£0	£0	£504	4b
Clerks home working allowance	£170	£170.00	£0	£170	£208	£208	4a
Clerk travel	£48	£55.00	£22	£50	£55	£55	
Printing	£98	£115.00	£73	£125	£129	£129	5
Postage	£30	£65.00	£57	£70	£72	£72	
Telephone	£101	£160.00	£101	£200	£206	£206	6
Room hire	£0	£185.00	£165	£170	£175	£175	
IT	£0	£60.00	£84	£132	£350	£400	7
Insurance	£889	£978.00	£959	£952	£1,047	£1,047	8
Audit	£271	£300.00	£100	£100	£103	£103	8a
Professional subs	£138	£150.00	£0	£150	£155	£155	9
Training	£15	£100.00	£0	£95	£410	£410	9a
Cllrs expenses	£0	£25.00	£0	£0	£60	£60	
Election expenses	£0	£0.00	£0	£0	£205	£205	10
Sundry administration	£142	£100.00	£51	£80	£100	£100	10a
Village Hall Maintenance (reserve)	£0	£0.00	£0	£0	£0	£0	11
Village Hall Car Park (reserve)	£0	£0.00	£0	£0	£0	£0	11
Bus shelter	£0	£0.00	£0	£0	£0	£0	
Buckstone Common	£6,071	£9,130.00	£4,317	£7,423	£7,257	£7,257	12
Grass cutting	£800	£850.00	£700	£800	£824	£824	12a
Other estate management	£114	£350.00	£0	£438	£450	£450	12b
Highways/rights of way	£0	£0.00	£0	£0	£0	£0	13
Capital expenditure	£488	£2,000.00	£0	£250	£716	£500	13a
Grants & donations	£0	£250.00	£0	£250	£250	£250	14
s.137 payments	£0	£0.00	£0	£0	£0	£0	
Contingencies	£488	£750.00	£269	£269	£500	£500	
VAT recoverable	£0	£0	£0	£0	£0	£0	3
TOTAL EXPENDITURE	£12,005	£18,093	£8,148	£13,974	£15,641	£15,937	
SURPLUS/DEFICIT	£505	-£735	£4,621	£2,303	£0	-£2,393	15
Total reserves	£24,891	£24,156	£29,512	£27,194	£27,194	£24,801	

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Budget Notes

No	Note/s
1 Precept	1.25% increase based on previous years tax base
1a LCTS grant	£49 less than in 2014/15
2 Buckstone Common grants	See Appendix 1
3 VAT	VAT expended and claimed will equalise
4 Clerks salary	Spine point LC24 as per National Salary award 2014-16. Includes HMRC income tax contributions.
4b Clerks salary (additional hrs)	45 additional hours to develop local heritage listings project (as identified in approved PC priorities for 2015/16)
4a Home working allowance	HMRC allowance now £4/week
5 Printing	Printer cartridges only (no newsletter professional printing budgeted for).
6 Telephone	Includes line rental and calls for dedicated land line
7 IT	Parish Online subscription (3 yr web hosting already paid for in October 2014). Also includes purchase of a projector and online backup (£90)
8 Insurance	Includes estimated 10% increase in premium
8a Audit	Includes external and internal audit fee
9 Professional subs	Includes NALC/GAPTC membership for Council and SLCC membership for Clerk
9a Training	3 x Being a Better Councillor Training (@£95 each) and 1 x Councillor Induction Training (@ £35 each), Insurance training for Clerk (@£95)
10 Election expenses	Uncontested election (see Appendix 2 or reserves which allows for a contested election)
10a Sundry Admin	Stationary
11 Reserves	See Appendix 2
12 Buckstone Common management	See Appendix 1
12a Grasscutting	Includes usual grass cutting plus inflationary increase.
12b Other estate management	Includes Japanese Knotweed control, strimming of brambles and other vegetation at the Pound and Village Hall.
13 Highways and Rights of Way	None.
13a Capital	Seed funding for Road Safety Strategy actions
14 Section Grants	Church clock annual maintenance
15 Balance	Equates to a surplus that would need to be added to reserves.

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Appendix 1 Staunton Meend

	2014/15	2014/15	2014/15	2015/16	
Income	BUDGET	ACTUAL TO DATE	PROJECTED AT OUTURN	BUDGET 1ST DRAFT	Notes for 2015/16
ELS annual payment	£575	£0	£575	£575	As per RPA 10 year agreement
HLS grassland (HK7) and heathland (HO2) restoration and pond maintenance (HQ1)	£3,137	£1,737	£3,137	£3,137	As per RPA 10 year agreement
ELS/HLS sub total	£3,712	£1,737	£3,712	£3,712	
Horse Manager donation	£2,300	£1,650	£2,300	£1,500	
Other grants	£0	£1,900	£1,900	£0	
Total	£6,012	£5,287	£7,912	£5,212	
Expenditure					
Horse Manager contract	£2,370	£1,185	£2,370	£2,417.40	2% increase
Bracken control	£1,500	£1,200	£1,200	£1,500	Larger area of bracken control planned for 2015/16
Gates, fencing, grids	£0	£0	£0	£0	
Fencing/walling	£2,300	£0	£300	£200	For fence posts
Vet & farriers fees	£1,000	£0	£500	£500	
Feed and sundries	£200	£197	£400	£400	
Hedgerow plants	£0	£0	£0	£0	
Cattle trough	£100	£0	£0	£250	
TCV insurance	£310	£0	£310	£320	
Horse transport	£400	£0	£0	£450	For additional horses in 2015/16
Community payback scheme work	£0	£0	£0	£300	
Tools/equipment/chemicals	£450	£1,172	£1,172	£300	
Health and safety	£0	£0	£0	£20	First aid kit refills
Contingency	£500	£563	£1,171	£600	
Total	£9,130	£4,317	£7,423	£7,257	
Balance	-£3,118	£971	£489	-£2,045	

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Appendix 2 - Financial Reserves

Reserve name	As at 31/3/14	Projected at outturn	Projected changes for 2015/16	Projected at 31/3/16	Notes
Village hall car park	£550	£0	£500	£500	a
Village hall maintenance	£9,250	£9,250	£750	£10,000	b
Properties general maintenance	£1,000	£1,000	£200	£1,200	c
Election expenses	£200	£250	£1,100	£1,350	d
Clerk's gratuity	£0	£0	£420	£420	e
Buckstone common	£8,781	£9,270	-£2,045	£7,225	f
Sub-total	£19,781	£19,770	£925	£20,695	
Free reserves	£4,010	£7,425		£4,106	g
Total reserves	£23,791	£27,194		£24,801	

NOTES

a To increase by £500 towards potential future car park improvements

b To increase by £750 to meet previous target set by the Parish Council

c To increase by £200 to provide additional funding should asset monitoring identify repair or improvement works

d Cost for a contested election

e Equates to 3.75% of previous 5 years salary as per contract, payable on departure from post after 5 years service

f Equates to surplus from reserve after planned expenditure is removed for the year

g Should not be higher than the annual precept : £7,053