

Staunton Coleford Parish Council
Budget 2016/17
Summary

	2014/15	2015/16	2015/16	2015/16	2016/17	2016/17	Notes
	ACTUAL AT	BUDGET	ACTUAL TO	PROJECTED AT	BUDGET 1st	BUDGET	
	OUTTURN		DATE	OUTTURN	DRAFT	2nd DRAFT	
INCOME							
Precept	£6,966	£7,053	£7,053	£7,053	£7,140	£7,140	1
LCTS grant	£0	£265	£265	£265	£250	£250	1a
Wayleaves	£271	£269	£0	£269	£270	£270	
Rent	£10	£5	£0	£5	£5	£5	
Interest	£254	£280	£160	£300	£300	£300	
Other	£1,164	£0	£772	£0	£0	£0	
Staunton Meend grants/donations	£9,135	£5,212	£0	£5,212	£5,212	£5,212	2a
GCC grass cutting	£920	£460	£0	£460	£460	£460	
GCC road safety	£0	£0	£0	£0	£0	£3,500	
Staunton Meend reserve fund	£0	£0	£0	£0	£2,170	£2,170	2b
VAT recovered	£265	£0	£564	£0	£0	£0	3
TOTAL INCOME	£18,984	£13,544	£8,814	£13,564	£15,807	£19,307	
EXPENDITURE							
Clerk salary	£2,398	£2,328	£1,341	£2,328	£3,002	£3,002	4
Clerk salary (additional hrs)	£0	£504	£0	£50	£462	£462	4b
Clerks home working allowance	£0	£208	£0	£208	£208	£208	4a
Clerk travel	£54	£55	£15	£30	£50	£50	
Printing	£134	£129	£79	£120	£120	£120	5
Postage	£212	£72	£0	£72	£85	£85	
Telephone	£0	£206	£99	£206	£212	£212	6
Room hire	£165	£175	£0	£175	£180	£180	
IT	£152	£400	£42	£100	£405	£405	7
Insurance	£959	£1,047	£945	£945	£993	£993	8
Audit	£100	£103	£171	£171	£170	£170	8a
Professional subs	£146	£155	£149	£149	£154	£154	9
Training	£105	£410	£23	£300	£435	£435	9a
Cllrs expenses	£0	£60	£0	£60	£75	£75	9b
Election expenses	£0	£205	£143	£143	£0	£0	10
Sundry administration	£119	£100	£81	£100	£120	£120	10a
Village Hall Maintenance (reserve)	£0	£0	£0	£0	£0	£0	11
Village Hall Car Park (reserve)	£0	£0	£0	£0	£0	£0	11
Bus shelter	£0	£0	£0	£0	£0	£0	
Staunton Meend Common	£6,184	£7,257	£3,727	£6,037	£5,212	£5,212	12
Grass cutting	£800	£824	£700	£800	£824	£824	12a
Other estate management	£390	£450	£209	£450	£450	£450	12b
Capital expenditure	£808	£500	£0	£200	£200	£200	
Road safety strategy	£0	£0	£0	£0	£1,000	£4,500	13
Grants & donations	£0	£250	£0	£250	£250	£250	14
s.137 payments	£0	£0	£0	£0	£0	£0	
Contingencies	£600	£500	£1,142	£1,142	£1,200	£1,200	
VAT recoverable	£564	£0	£75	£0	£0	£0	3
TOTAL EXPENDITURE	£13,890	£15,937	£8,943	£14,036	£15,807	£19,307	
SURPLUS/DEFICIT	£5,093	-£2,393	-£129	-£472	£0	£0	15
Total reserves	£24,891	£27,284	£25,020	£25,363	£25,363	£25,363	

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Budget Notes

No	Note/s
1 Precept	1.23% increase on previous years precept request
1a LCTS grant	As notified by FoDDC
2a Buckstone Common grants	See Appendix 1
2b	Amount from the Staunton Meend Reserve fund needed to achieve a neutral balance
3 VAT	VAT expended and claimed will equalise
4 Clerks salary	Spine point LC25 as per National Salary award 2014-16. Includes HMRC income tax contributions. Increase from 4 to 5 hrs per week.
4b Clerks salary (additional hrs)	42 additional hours as required (as undertake tasks approved PC priorities for 2016/17)
4a Home working allowance	HMRC allowance £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	Includes purchase of a projector (£300) and online backup (£105). [Parish Online subscription (3 yr web hosting already paid for in October 2014)]
8 Insurance	Includes estimated 5% increase in premium
8a Audit	Includes internal audit by GAPTC only
9 Professional subs	Includes NALC/GAPTC membership (£70) for Council and SLCC membership (£80) for Clerk
9a Training	3 x Being a Better Councillor Training (@£95 each), training for Clerk (@£150)
9b Cllrs expenses	Travel for training and other external meetings.
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 Road safety strategy	For Visual Activitated Road Sign for the A4136
14 Section Grants	Church clock annual maintenance
15 Balance	Equates to a surplus or deficit that would need to be added to reserves.

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Appendix 1 Staunton Meend

	2015/16	2015/16	2015/16	2016/17	
Income	BUDGET	ACTUAL TO DATE (Oct 2015)	PROJECTED AT OUTURN	BUDGET 1ST DRAFT	Notes for 2016/17
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	£0	£3,137	£3,137	As per RPA 10 year agreement
ELS/HLS sub total	£3,712	£0	£3,712	£3,712	
Horse Manager donation	£1,500	£0	£1,500	£1,500	Estimates
Other grants	£0	£0	£0	£0	
Total	£5,212	£0	£5,212	£5,212	
Expenditure					
Horse Manager contract	£2,417	£1,282	£2,417	£2,417.00	
Bracken control	£1,500	£1,500	£1,500	£1,700	Larger area than previous year
Gates, fencing, grids	£0	£0	£100	£100	
Fencing/walling	£200	£0	£0	£500	
Vet & farriers fees	£500	£0	£300	£200	
Feed and sundries	£400	£101	£0	£0	
Cattle trough	£250	£0	£0	£0	
TCV insurance	£320	£0	£275	£285	
Horse transport	£450	£0	£300	£450	
Community payback scheme work	£300	£0	£300	£450	Upto 15 days of work
Tools/equipment/chemicals	£300	£300	£300	£300	1st aid training
Signage	£0	£0	£0	£250	New gate signs
Health and safety	£20	£0	£0	£180	
Contingency	£600	£545	£545	£550	
Total	£7,257	£3,727	£6,037	£7,382	
Balance	-£2,045	-£3,727	-£825	-£2,170	
Total reserve					

**Staunton Coleford Parish Council
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Appendix 2 - Financial Reserves**

Reserve name	As at 31/3/15	Projected at outturn	Projected changes for 2016/17	Projected at 31/3/17	Notes
Village hall car park	£0	£0	£0	£0	a
Village hall maintenance	£9,250	£9,250	£250	£9,500	b
Properties general maintenance	£1,000	£1,000	£0	£1,000	c
Election expenses	£250	£250	£250	£500	d
Clerk's gratuity	£0	£420	£0	£420	e
Buckstone common	£10,736	£13,890	-£2,170	£11,720	f
Reserves sub-total	£21,236	£24,810	-£1,670	£23,140	
Total reserves	£24,891	£25,363		£25,363	
Free reserves	£3,655	£554		£2,224	g

NOTES

a To be removed, any related costs to be covered by village hall maintenance reserve

b To increase by £250 towards target of £10,000 set by the Parish Council

c No increase proposed due to low free reserve situation

d To increase by £250 towards target of £1350 (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 and VAT reclaim back to 2005/6 added

g Should not be higher than the annual precept : £7,140