

Shavington-cum-Gresty Parish Council

(1) Budget Monitoring 2018-2019 to 30 Sept 2018; (2) Revised Estimates to 31 March 2019; (3) Draft Budget 2019-2020

	PAYMENTS	Budget 2018-2019 £	Spend to 30 Sept 2018 £	Spend 1 Oct 2018 - 31 March 2019 £	Draft Budget 2019-2020 £	Notes
	PARISH COUNCIL BUDGET					
	Salary					
1	Clerk's salary (gross)	13,890.00			14,788.00	See report for calculations.
2	Clerk's salary (net)		5,521.05	5,520.00		
3	Overtime costs				2,000.00	See Clerk's separate report on workload.
4	HMRC - Tax on salary		1,754.36	1,392.00		This includes employer's NI contribution.
5	Employer's NI contribution	750.00		380.00	750.00	
6	Payroll services and sundries	300.00	125.00	125.00	130.00	
	Administration					
7	Clerk's expenses	100.00	320.59	100.00	100.00	
8	Clerk's stationery items (ink cartridges etc)	600.00		400.00	500.00	
	Amenities					
9	Allotment site maintenance/repairs/skips	250.00	72.00	250.00	250.00	
10	Vine Tree Play Area Play equipment inspections/maintenance/ replacement	5,000.00		300.00	5,000.00	Possible replacement of some of the equipment.
11	Best-Dressed House at Christmas	100.00		0.00		Depends on decision at Council on 7 Nov 2018.
12	General amenities budget (includes Clean Team supplies)	1,000.00	224.12	100.00	1,000.00	
	Communications					
13	Newsletter	6,600.00			10,000.00	The spend for the first half year is £7,945 which is in excess of the annual budget. It is suggested that this be increased for 2019-2020. Some of the design work is associated with other projects; for example, Festival advertising and general parish posters.
	Design		2,570.40	3,000.00		
	Printing		3,060.40	3,000.00		
	Delivery		470.00	1,000.00		
	Independent contractor to collate and proof-read newsletter. Photography		1,845.00	1,800.00		
14	Gradwell Communications - new phone line		677.24	180.00	240.00	A new phone is required for Village Hall bookings.
15	On-line (eg. Website, Facebook)	1,800.00	57.48	100.00		
16	Internet Central - fee for hosting previous website		215.86	215.00		It is expected that the former website will be de-commissioned before the end of the financial year.

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17	Council administration	1,000.00				
	Wi-Fi in Village Hall		339.00	340.00	700.00	
	E-mail addresses for councillors and Clerk		178.08	180.00	360.00	
18	Community engagement	2,000.00			2,000.00	
	Children's and adults T-shirts for Festival		230.59			
19	Support/hosting general	2,000.00	480.00	480.00	960.00	Support in 2019-2020 might be reviewed by the Communications Committee
	Grants general (small grants up to £250)	1,000.00		300.00	1,000.00	
20	Environmental award to Shavington Academy	30.00		30.00	30.00	
21	Youth Club provision in Shavington	6,000.00		6,000.00	6,000.00	
22	Grounds Maintenance	10,500.00	5,383.00	6,000.00	11,500.00	This budget might need to be reviewed if the contractor is able to include maintenance of Piccadilly Gulley into his schedule.
	Insurance/Audit/Subscriptions					
23	External audit (PKF Littlejohn LLP)	520.00		480.00	480.00	
24	Internal audit (JDH Business Services)	440.00		415.00	450.00	
25	Insurance (Came & Company)	3,100.00		2,644.00	3,500.00	
26	Cheshire Association of Local Councils fee	1,600.00	1,380.60	0.00	1,400.00	
	Members					
27	Travel expenses and reimbursement for consumables	100.00		100.00	100.00	
28	Member Training	130.00	75.00	0.00	300.00	There may be changes in membership in May 2019 and if inexperienced councillors are elected, they should be required to attend training.
	Miscellaneous					
29	Purchase of two static policemen		343.20		0.00	
30	30 mph wheelie-bin stickers		199.99		0.00	
31	Tommy' sculpture for WWI Centenary		776.30		0.00	
32	Wreath (for councillor attending London ceremony)		18.50		0.00	

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	Neighbourhood Planning	10,000.00				
33	CCA Membership		50.00			
34	Consultant's support from CCA			2,710.00	2,000.00	
35	Police Community Support Officers	33,280.00	6,586.57	6,586.67	33,280.00	
	Remembrance Sunday/WWI Centenary					
36	Wreaths for war memorials/refreshments	100.00		50.00	50.00	
37	WWI Centenary Event	2,500.00		2,000.00	0.00	Some of the design work has been absorbed into the general design work carried out by Ten & Bourne (Brave Little Tank)
38	Fee for bugler	30.00		30.00	30.00	
39	Shavington School Car Park (S.137 donation)	3,500.00		3,200.00	3,200.00	Payment for 2018-19 has not yet been requested; the Clerk has contacted the school.
	Village Hall					
40	Projects to comprise:	20,000.00			0.00	Although a sum of only £20,000 was included in 2018-2019, this was because a sum of £20,000 had been added to the revised estimates to 31 March 2018 in the expectation that partial funds would have been released in the previous financial year. They were not. All projects were paid out in 2018-2019.
	Toilets Upgrading		32,805.54		0.00	
	Replacement ceiling		1,767.47		0.00	
	Decoration of main hall		6,480.00		0.00	
	Painting ceiling		1,674.00		0.00	
	Electrical work		316.80		0.00	
41	Damp-proof repairs and associated work				0.00	This was discovered after the works were completed.
42	Interior/exterior maintenance (ring-fenced funding)	20,000.00		700.00	20,000.00	See budget report for narrative.
43	Defibrillator	2,000.00		1,500.00	1,500.00	A second defibrillator could be installed in the kiosk at the junction of Main Road/Barons Road. This is now the responsibility of the Parish Council.
	Projects for 2019-2020					
44	Purchase of parcel of land in the parish, for recreational purposes for all ages.				38,000.00	See report for narrative. This cost is based on an additional £20.00 per Band D property. Any land identified would be acquired through a loan to be paid back over 40 years.

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45	Purchase/lease of car for use by the PCSO				6,000.00	Costs are not yet available and a response from Cheshire Police is awaited. Guesstimate is £500 per month (no real basis for this estimate).
46	Purchase of Tru-Cam equipment				1,000.00	
47	Unallocated reserves	20,000.00		2,000.00	10,000.00	
48	Balancing adjustment		-3.00			
	PARISH COUNCIL	170,220.00	75,995.34	53,607.67	178,598.00	

	VILLAGE HALL BUDGET					
48	Members telephone account	480.00	0.00	0.00	0.00	
49	Supplies	300.00	0.00	50.00	300.00	
50	Cleaning of hall	3,500.00	223.00	1,200.00	3,500.00	
51	Window cleaning	600.00	0.00	120.00	600.00	
52	British Gas	3,000.00	992.37	350.00	3,000.00	
53	Scottish Power	1,500.00	879.84	500.00	1,500.00	
54	United Utilities	1,000.00	58.49	3,500.00	1,500.00	
55	ASH Waste collection	1,100.00	164.90	300.00	1,100.00	
56	Fire equipment maintenance	200.00	0.00	200.00	200.00	
60	PPS - Licence to play music in the hall.	220.00	0.00	220.00	220.00	
61	Miscellaneous	0.00	145.00	0.00	0.00	
	VILLAGE HALL	11,900.00	2,463.60	6,440.00	11,920.00	

	PARISH COUNCIL ACCOUNT	170,220.00	75,995.34	53,607.67	178,598.00	
	VILLAGE HALL ACCOUNT	11,900.00	2,463.60	6,440.00	11,920.00	
	COMBINED PARISH COUNCIL AND VILLAGE HALL	182,120.00	78,458.94	60,047.67	190,518.00	

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Members are asked to note that of the expenditure to 30 September 2018, VAT amounting to £8,000 (rounded) will be re-claimed; however, there is possibly an issue with the VAT on the Village Hall projects. Members will recall that for projects in excess of £7,000 VAT cannot be recovered. The total VAT across all the Village Hall projects is £5,494.47, but the projects will be divided up and this will mean that some will be eligible for a VAT re-claim. The Clerk will submit a claim and await the outcome from HMRC.

A COMBINED ACCOUNTS

Balances at bank on 30 September 2018	127,656.00	
LESS: Spend between 1 Oct 2018-31 March 2019	-60,048.00	
ADD: VAT Re-claim	3,340.00	This is VAT which is reclaimable.
ADD: Allotment plot rents	<u>360.00</u>	
Likely balance available on 1 April 2019	<u>71,308.00</u>	

B CALCULATION OF PRECEPT FOR 2019-2020

Forward year budget proposals	190,518.00
LESS Expected balance on 1 April 2019	<u>-71,308.00</u>
Precept requirement for 2019-2020	<u>119,210.00</u>

Note: Village Hall income from 1 October 2018 has been disregarded as there are currently no regular clients and it is difficult to assess income.