

# Payhembury Parish Council

## Budget 2020/21

**Opening Balance 01/04/19**

**7335.88**

Receipts		Budget 2019/20	Receipts up to 08/01/20	Expected by 31/03/20		Budget 2020/21	Difference 2020/21			Notes
							amount against budget 19/20	% against budget 19/20	% against actual 19/20	
Precept		£6,590.00	£0.00	£6,590.00		£7,567.60	£977.60	14.8%	14.8%	
S106		£0.00	£0.00	£7,708.07		£0.00	£0.00	~	~	a
CIL		£0.00	£0.00	£799.89		£0.00	£0.00	~	~	b
Other grants		£0.00	£0.00	£0.00		£0.00	£0.00	~	~	
Fundraising / donations		£0.00	£0.00	£0.00		£0.00	£0.00	~	~	
Bank Interest		£0.00	£0.00	£37.12		£0.00	£0.00	~	~	c
Refunds / Misc		£0.00	£0.00	£75.40		£0.00	£0.00	~	~	
C&E Receipts (recovered VAT)		£0.00	£0.00	£1,209.45		£0.00	£0.00	~	~	
<b>Total receipts</b>		<b>£6,590.00</b>	<b>£0.00</b>	<b>£16,419.93</b>		<b>£7,567.60</b>	<b>£977.60</b>			

Payments (exc VAT)	Funds carried forward from 2018/19	Budget 2019/20	Payments up to 08/01/20	Predicted end of year 2019/20	Funds to be carried forward to 2020/21	Budget 2020/21	Difference 2020/21			Notes
							amount against budget 19/20	% against budget 19/20	% against actual 19/20	
Clerk's salary		£2,390.00	£0.00	£3,187.20		£3,657.60	£1,267.60	53.0%	14.8%	d
<b>Administration (costs to keep the Council legal and functioning)</b>										
Clerk's expenses		£169.00	£0.00	£43.84		£120.00	-£49.00	-29.0%	173.7%	e
PPC Insurance		£661.00	£0.00	£372.19		£385.00	-£276.00	-41.8%	3.4%	f
Audit costs	£0.00	£200.00	£0.00	£0.00	£200.00	£0.00	-£200.00	~	~	g
Parish Hall rent		£74.00	£0.00	£72.00		£102.00	£28.00	37.8%	41.7%	
DALC subscription		£152.00	£0.00	£133.99		£138.00	-£14.00	-9.2%	3.0%	
Councillor & Clerk training		£60.00	£0.00	£230.00		£200.00	£140.00	233.3%	-13.0%	
Bank charges			£0.00	£42.00		£72.00	£72.00	~	71.4%	c
Election expenses	£0.00		£0.00	£0.00	£0.00	£250.00	£250.00	~	~	h
IT - website support costs			£0.00	£220.00		£180.00	£180.00	~	-18.2%	i
IT - laptop 3-yearly software	£0.00		£0.00	£0.00	£0.00	£90.00	£90.00	~	~	j
IT - laptop replacement	£0.00		£0.00	£0.00	£0.00	£50.00	£50.00	~	~	k
<b>S137 (costs for which there is no specific power to spend)</b>										
Poppy Wreath		£34.00	£0.00	£29.17		£30.00	-£4.00	-11.8%	2.8%	
Grants to village clubs		£150.00	£0.00	£150.00		£200.00	£50.00	33.3%	33.3%	
Special events		£0.00	£0.00	£45.00		£30.00	£30.00	~	-33.3%	l

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							amount against budget 19/20	% against budget 19/20	% against actual 19/20	
<b>Running costs (on-going costs to provide services to parishioners)</b>										
EDDC dog bin emptying		£173.00	£0.00	£175.00		£180.00	£7.00	4.0%	2.9%	
Church clock service		£530.00	£0.00	£287.00		£295.00	-£235.00	-44.3%	2.8%	
Playing field rent		£265.00	£0.00	£383.14		£308.00	£43.00	16.2%	-19.6%	
Playing field RoSPA inspection		£80.00	£0.00	£80.00		£83.00	£3.00	3.8%	3.8%	
Grass cutting		£850.00	£0.00	£900.00		£900.00	£50.00	5.9%	0.0%	
Ditch clearing		£103.00	£0.00	£0.00		£0.00	-£103.00	~	~	
Defibrillator phone costs		£0.00	£0.00	£204.00		£157.00	£157.00	~	-23.0%	
Defibrillator consumables & training	£0.00	£0.00	£0.00	£102.00	£0.00	£40.00	£40.00	~	-60.8%	m
Assets maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	£100.00	£100.00	~	~	n
<b>Other Payments &amp; Projects</b>										o
OP01 - Other payments			£0.00	£6.90			£0.00	~	~	
P1708 - Payhembury sign - flowers	£50.00	£0.00	£0.00	£0.00	£50.00	£0.00	£0.00	~	~	
P1710 - Parish Hall Internet (Transparency Code)	£600.00	£0.00	£0.00	£600.00		£0.00	£0.00	~	~	p
P1713 - Policies	£45.00	£0.00	£0.00	£0.00		£0.00	£0.00	~	~	q
P1902 - A373 mirror		£50.00	£0.00	£0.00	£50.00	£0.00	-£50.00	~	~	
P1904 - Tale Bus Shelter		£2,000.00	£0.00	£0.00	£2,000.00	£0.00	-£2,000.00	~	~	
P1905 - DADBRF tree replacement		£0.00	£0.00	£0.00		£0.00	£0.00	~	~	
P1906 - Playing fields improvements		£0.00	£0.00	£0.00	£8,500.00	£0.00	£0.00	~	~	r
P1907 - Barrow Road speed issue		£0.00	£0.00	£0.00	£1,700.00	£0.00	£0.00	~	~	s
P1701 - Line painting	£1,000.00	£0.00	£0.00	£0.00		£0.00	£0.00	~	~	q
P1901 - Dog bin on new footpath		£179.00	£0.00	£179.09		£0.00	-£179.00	~	~	q
P1903 - War memorial - additional name		£130.00	£0.00	£128.80		£0.00	-£130.00	~	~	q
VAT paid out		£0.00	£0.00	£297.10			£0.00	~	~	t
<b>Total payments</b>	<b>£1,695.00</b>	<b>£8,250.00</b>	<b>£0.00</b>	<b>£7,868.42</b>	<b>£12,500.00</b>	<b>£7,567.60</b>				
<b>Closing balance 31/3/20 (predicted)</b>				<b>£15,887.39</b>						
Earmarked Reserves				£12,500.00						
General Reserves				£3,387.39						

### Notes

- a) S106 funds towards previous years expenditure on the footpath.
- b) CIL payments from developments in the parish.

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- c) On-line banking started August 2019. Annual interest should be roughly equal to annual bank charges.
- d) Clerks hours increased from 20 per month to 30 per month from August 2019; budget includes annual spine point rise from April 2020 but not any annual pay increase.
- e) stationery, stamps, phone etc.
- f) includes playing fields insurance from June 2019; overbudgeted in 2019/20 as previously 2 separate insurance policies.
- g) Routine audits are only required if turnover >£25K, however occasional audits could still be needed so funds budgeted just in case.
- h) the cost of Parish Council elections is estimated at £1000. Budget of £250 per annum towards costs.
- i) Annual cost of hosting and supporting the Parish Council website.
- j) 3-year laptop software licence renewal required Nov 2020 (£90); in future years £30 per annum to be budgeted.
- k) Clerk's current laptop is 3 years old; budget small amount each year towards replacement.
- l) earmarked funds towards special events eg Death of Royal, Coronation, Jubilee etc.
- m) Pads on the defibrillator need to be replaced every 3 years, plus refresher training. Funds to be carried forward each year until needed.
- n) to build a small fund to pay for general maintenance and replacement of things such as seats, fences etc.
- o) money earmarked for projects can come from grants, donations, fund-raising and general reserves. Projects often overrun the end of the financial year or take more than a year to complete so the earmarked funds are carried forward to the following year. Any excess once a project is completed is transferred to general reserves. A contingency of an additional 10% for each project is also budgetted for from general reserves.
- p) Funds from Transparency grant for the Parish Hall internet now transferred to the Parish Hall Committee.
- q) project closed during the year and excess funds transferred to General Reserves.
- r) S106 and CIL receipts can only be spent on specific projects and therefore the S106 and CIL receipts from 2019/20 have been earmarked towards the playing fields improvement project.
- s) purchase of road calming equipment
- t) The Parish Council can reclaim VAT paid; however there is a time lag of several months between when the VAT is paid out and when it can be reclaimed so this figure does not always match the C&E receipts at the end of each financial year.

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