

Hennock Parish Council

Final Budget for 1 April 2021 to 31 Mar 2022

Approved by the Parish Council at its meeting on 10th November 2020

	Final Budget 1 Apr 20 to 31 Mar 21 12 Months	Draft Budget 1 Apr 21 to 31 Mar 22 12 Months	
			Page 1 of 2
RECEIPTS			Notes
Precept	36306	37472	Assumes council tax (£55.96) increases by 6% (£3.34) to £59.30 - NB inflation forecast @ 1.9% £59.30 x 631.9 (est. council tax base down 2.6% from 648.8) = c£37472 (likely reduction of 2.5 - 2.7% advised by TDC 10/20) If the council tax base had remained unchanged, the council tax would be £57.76 (up 3.2% / £1.80 on 2020/21) Increase in precept of £1166 covers emptying of CK car park bin (previously emptied by TDC) Increases allowed of up to 3% or up to and including £5 whichever is higher under gov. referendum principles (if applied to PCs)
Allotments	2042	1375	Based on rent achievable from existing plots: CK £300 (now managed by an allotment association) Hennock £715 & TV £360
Bank Interest	3	3	In line with 2020/2021
Other	13	13	Western Power wayleave payment - in line with 2020/21
Grant: defibrillator for CK	2195	0	
Grant: TV Play Park roadside fence	1600	0	
Grant: Community orchard	500	0	
Grant: Devel plan: CK/Bovey footpath	200	0	
Grant: Henn/TV footpath development	500	0	
Grant: Planting of wildflower orchards	200	0	
Grant: cycle pump track for CK	5000	0	
Grant: Henn phone box refurbishment	500	0	
Receipts Before VAT Recovered	49059	38863	
VAT Recovered	6203	4259	Assumes VAT recovered equals VAT paid
Total Receipts	55262	43122	
PAYMENTS			
Parks & Open Spaces	9320	10803	Refer to separate sheet/notes
Grounds Maintenance	2474	2536	in line with current contract that includes an annual 1.5% increase
Parish lengthsman	6700	7201	in line with current contract that includes an annual 2.5% increase
Allotments	2042	1375	In line with allotments income
Administration	3584	3810	Refer to separate sheet/notes, increase largely due to Zoom fees, working from home expenses and inflation
Website accessibility check (admin)	1000	0	

	Final Budget 1 Apr 20 to 31 Mar 21 12 Months	Draft Budget 1 Apr 21 to 31 Mar 22 12 Months	Notes	Page 2 of 2
Staff costs	17609	18108	Refer to separate sheet/notes: the budget assumes the Clerk's SCP remains unchanged but that pay scales increase by 2% NALC has yet to confirm the payscales for 2021-22 and they may remain unchanged. The Council will be asked to agree the budget on the proviso that the Clerk's salary is reviewed in the light of NALC's advice on 2021/22 payscales.	
Grants	500	500	Refer to separate sheet/notes and see below re Community Christmas dinner (S137)	
S137	320	320	Community Christmas dinner (£280) & Royal British Legion donation remembrance day wreaths (£40) in line with 2020/21 budget	
PAYMENTS				
Election Expenses	300	300	In line with 2020/21 Budget	
Chairman's allowance	0	60	In line with Sep /20 Actual pro rata	
Defibrillator for Chudleigh Knighton	2195	0		
TV Play Park roadside fence	1600	0		
Community orchard Chudleigh Knighton	500	0		
Chudleigh Knighton to Bovey footpath	200	0		
Implementing Parish Plan action points	500	0	£500 included in 2020/21 budget, not yet spent (Nov 2020)	
TV to Hennock footpath development	500	0		
Planting of wildflower verges	200	0		
Pump track for "football pitch"	5000	0		
Henn phonebox: damp proof & shelves	500	0		
Climate emergency incidental expenses	200	0	Included in Admin Costs, ie. Room Hire costs and printing costs	
Payments Before VAT	55244.00	45013		
VAT	6203.00	4259	Refer to separate sheet/notes	
Total Payments	61447.00	49272		
Opening Balance	23229.00	23579	Revised forecast balance based on actual v budget for 6 months to 30/09/20 i.e. 20/21 surplus reserves used (£6535)	
Add Total Receipts	55262.00	43122		
Less Total Payments	61447.00	49272	Payments are forecast to exceed receipts by £6150, ie. The PC is using reserves (£6535) not already ear marked.	
Closing Balance	17044.00	17429	The General Reserve should be maintained at a minimum of between 3 & 12 months Net Revenue Expenditure/Precept 17429 divided by 37472 x 12 months = 5.6 months i.e. this is an acceptable level of reserves	

Outstanding projects from 2020/21 budget which were based on obtaining grant funding:	£
< Teign Village Play Park roadside fence	1600
< Community Orchard (& goal end) at Chudleigh Knighton heath	500
< Development plan for chudleigh Knighton to Bovey Tracey footpath	200
< Teign Village to Hennock footpath development	500
< No budget allocated but Parish Council agreed to develop discussions with Teignbridge District Council for electric charging points for 3 Parish Council car parks	0
< Planting of wildflower verges	200
< Cycle pump track for Chudleigh Knighton	5000

Notes to 2021/2022 budget

Notes

Parks & Open Spaces budget for 01/04/2021 to 31/03/2022

Page 1 of 4

Budget **£10,803.00**

Inflation based on CPI [Consumer Price Index] of 1.9%: Source: HM Treasury "Forecasts for the UK economy: a comparison of independent forecasts" the average of forecasts for 2021 (October 2020 publication)

	Budget	Notes
	£	
Repairs	6000.00	In line with 2020/21 forecast
Planting & tree work	500.00	In line with 2020/21 forecast
Annual Play Park inspection fee	225.00	In line with 2020/21
Hennock Play Park rent	435.00	In line with agreement which runs to Sep 2022
CK, Hennock & TV inspections & cleaning	2160.00	£180 per month
Emptying dog bin at TV car park & Litter Bin at CK car park	1483.00	Teign Village £11.21 (current fee of £11 plus inflation) every 2 weeks £291.46 Chudleigh Knighton £11.21 twice a week, £1165.84 Plus £25.48 admin fee
TOTAL	<u>10803.00</u>	

Admin budget for 01/04/2021 to 31/03/2022

Budget	£ 3,810.00	
Devon Communities Together	50.00	In line with 2020/21
SLCC	172.00	In line with 2020/21 forecast (£169) plus inflation
DALC/NALC	370.00	Based on increase of 2.9% on 2020/21 actual fee £360 (DALC advised increase of 2.9%)
Clerk's expenses	511.00	6m actuals to 9/20 pro-rata + inflation and inc WFH expenses from £14 to £18/m: 11/02 Minutes
Laptop virus protection	68.00	In line with 2020/21 (£66.66) plus inflation
Heart internet domain renewal	9.00	In line with 2020/21 (£8.99) plus inflation
Cllr's expenses	47.00	In line with 2020/21 forecast (£46) plus inflation
Room hire	348.00	In line with 2020/21 forecast
Accountant	147.00	Based on current rates (£12.00 p/m x 12 months) plus inflation
Training	200.00	In line with 2020/21 forecast
website & email addresses	195.00	2020/21 forecast (£191) for Wix website & Heart email addresses, plus inflation
AON insurance	437.00	In line with 2020/21 actual (£436.99) 3 year agreement
Internal audit fee	200.00	In line with 2020/21 (£175 audit fee plus Parcel Force cost £21.12) plus inflation
Data protection registration	41.00	In line with 2020/21 actual (£40) plus inflation
External audit fee	306.00	In line with 2020/21 (£300) plus inflation
Clerk's mobile 'phone costs	120.00	£10 per month x 12 months in line with actual costs
Bar for chain of office	49.00	In line with 2020/21 forecast (£48) plus inflation
Zoom Fees	147.00	In line with 2020/21 actual fee (£11.99 / month x 12 months) plus inflation
Ink Cartridges	193.00	In line with 6 month actual £74.85 (debit card) and £19.82 (expenses) to 09/20 pro rata + inflation
Printing Costs	200.00	In line with 6 month actual £98.30 to 09/20 pro rata plus inflation
	<u>3810.00</u>	<i>Up £226 on 20/21 budget largely resulting from Zoom fees, working from home increase + inflation</i>

Notes to 2021/2022 budget

Grants budget for 01/04/2021 to 31/03/2022

Budget	£ 500.00	
Churchyard maint x 2	400.00	In line with 2020/21
Knighton news	100.00	In line with 2021/22
	<u>500.00</u>	

Staff costs budget for 01/04/2021 to 31/03/2022 N.B. NALC yet to confirm pay scales for 2021-2022 & these will be subject to the PC's agreement

Budget £ 18,108.00

		The budget assumes pay scales increase by 2% on the basis that they have increased by 1%, 1%, 2%, 2% and 2.75% over the last 5 years. NALC has yet to confirm the payscales for 2021-2022 and they may remain unchanged. Any increase will be subject to the Parish Council's agreement. Assumes SCP remains unchanged at SCP24. 2% increase would increase pay from £14.90ph to £15.20ph
Clerk	16598.00	Assumes payscale of £15.20p/hr - up £0.30p/hr x 21 hours per week x 52 weeks per year = £16598.40
Employer's NI	1078.00	Monthly salary based on the above would be £1383.20 Based on 2020/21 N.I. rates [2021/22 rates not known] PC would pay nothing on first £732 & 13.8% on earnings between £732.01 & £1383.20 i.e. 13.8% x £651.19 = £89.86 per month i.e. £1078.32 per annum
Employer pension contributions	311.00	3% on qualifying earnings (those that fall between £6240 & £50000 for tax year 2020/21 - 2021/22 figure not known i.e. £16598 less £6240 x 3% = c£311
Mileage	<u>121.00</u>	In Line with 2020/21 Forecast.
	<u>18108.00</u>	

VAT budget for 01/04/2021 to 31/03/2022**Budget**

Items subject to VAT	£		
Parks & open spaces	10803.00		
Less			
Hennock Play Park rent	-435.00		
Inspection/cleaning	-2160.00		
	8208.00		
Grounds maintenance	2536.00		
Parish Lengthsman	7201.00		
Admin items			
DALC	245.00	VAT only charged on service charge	
Clerk's expenses	365.00	Assumes VAT = £73 in line with 6 month actuals to Sep 20 (£36.64) pro-rata	
Laptop virus protection	68.00		
Heart Internet	9.00		
Training	200.00		
Website	195.00		
External audit fee	306.00		
Bar for chain of office	49.00		
Zoom Fees	147.00		
Ink Cartridges	193.00		
Printing Costs	200.00		
	1977.00		
Allotments	1375.00		
Parish Plan action points	0.00		
TOTAL subject to VAT	21297.00		
at 20%		VAT £	4,259

Review of historical & forecast reserves

Year ended 31 March	Closing balance
2010	21944
2011	23737
2012	23016
2013	36745
2014	46229
2015	36504
2016	44936
2017	42868
2018	35905
2019	44422
2020	40400
2021 reforecast	23579
2022 budget	17429