BROADCLYST PARISH COUNCIL
DRAFT BUDGET 2021/22
1st Draft Finance Committee 26/11/2020 Minute ref: F20/60
2nd draft Full Council 07/12/2020 Minute ref: 20/139iv
Final draft Full Council 18/01/2021 Minute Ref: 21/010
Precept agreed 18/01/2021; Minute ref: 21/011

100	**INCOME**					
	Item	**Year end 31.03.2020**	**2020-21 Budget**	**Actual to 30.09.2020**	**2021-22 Draft Budget V4**	
1076	Precept	407,357	**391,899**	391,899	**391,240**	
1080	Interest	152	100	81	100	held as 20/21
1085	Investment Interest	1,004	900	464	900	held as 20/21
1100	Grants & Donations	700				None expected 2021/22
1140	Sale of Council assets	250				None expected 2021/22
1160	S106	5,642				None expected 2021/22
1230	Neighbourhood Plan	-	0			None expected 2021/22
1240	Parish Together	3,310				None expected 2021/22
1300	Miscellaneous	5,742	100	3,274	100	Income in previous years from external support
1320	Telephone rebate	60	50	27	50	held as 20/21
1500	Advertising	1,040	2,000		1,500	local economy impacted by Covid, anticipate reduced income here
1510	Fun Day income	330	200		200	unsure if event will go ahead in 21/22
1700	Toilets rates grant	1,447	1,450		1,450	held as 20/21
1600	P3 grant	-	1,000	1,500	1,000	held as 20/21
1610	DCC Grass cutting grant	1,413	1,455		1,500	slight increase allowed
1620	Broadclyst Allotments	350	600		600	held as 20/21
	Westclyst Allotments		200		200	covid delayed completion of allotments in 20/21
1900	Bookings at Sports Pavilion	4,466	6,500	484	3,000	Reduced bookings expected Q1 & Q2 21/22
1910	Bowls Club	1,800	1,832		2,500	Hoped to be able to play in 21/22; 50:50 split of the £5,000 operational cost
1920	Westclyst Sports Pitch	-	500		0	maintenance arrangement rather than hire cost
	Handyman work	-	500		500	Unable to start external service in 20/21; hoped to start 21/22
1150	Covid-19 shopping reimburser	125		152		
155	Covid/food bank grants and donations			3,468		No confirmed income for food bank
	TOTAL	**435,188**	**409,286**	**401,349**	**13,600**	

	2	EXPENDITURE Item	Year end 31.03.2020	20-21 Budget	Actual to 30.09.2020	2021-22 Dra Budget	Notes
110		**ADMINISTRATION**					
	4000	Staffing (officers)	53,170	74,000	38,916	133,000	All staff across all departments
	4020	Pension and HMRC on-costs fc	64,327	42,000	17,014	44,000	All staff across all departments
	4050	Officers' expenses	2,131	2,500	433	2,500	held as 20/21 budget; includes WFH allowance
	4070	Council mobile phone	648	700	318	700	held as 20/21 budget
	4080	Banking & CCLA	100	150	40	150	held as 20/21 budget
	4085	Investments	-	0	0		consider additional investment
	4090	Payroll	527	500	251	550	slight increase
	4100	Stationery	1,543	2,000	718	2,000	held as 20/21 budget
	4110	I.T.	2,613	2,000	766	8,500	clerks laptop scheduled for replacement in 21/22 (5 years old)
	4115	Finance software	1,146	1,200	837	1,300	slight increase
	4120	Hall Hire	483	1,200	0	1,200	held as 20/21 budget; hope to resume face-to-face meetings
	4130	Subscriptions	2,975	3,000	4,880	1,500	Office 365 subs moved to 4110
	4135	Legal fees/professional advice	2,750	1,500	2,000	1,500	held as 20/21 budget
	4135	Legal support		3,000		2,000	reduced
	4140	Audit costs	1,800	2,000	500	2,000	held as 20/21 budget
	4150	Youth Worker	15,000	10,000	5,000	10,500	increased by 5% as held for 2 years previously
	4160	Youth Club operation and incl	-	2,500		2,000	reduced from 20/21 budget; grant to be awarded by youth committee
	4180	Statutory training	584	1,000	0	1,000	held as 20/21 budget
	4185	Professional development	5,831	6,000	2,347	6,000	from staffing committee recommendation
		Sector development		500		500	held as 20/21 budget
	4190	Insurance	3,400	4,000	3,854	4,250	slight increase
		TFR EMR (locality sub)			500		
120		**GRANTS FUND / SLA's**					
	4275	Little Free Library	296	0			
	4280	Youth footie	1,036	1,000	26		
	4295	VIP operational support 1 yea	338	0			
	4470	Community projects grants 'p	1,273	0			
	4480	Emerging communities	343	0			
	4250	Twinning		0			
	4470	Single grant 'pot' & Christmas lights		14,000	3,460	15,000	to include 50% funding towards christmas lights in new communities

		Year end 31.03.2020	20-21 Budget	Actual to 30.09.2020	2021-22 Dra Budget	Notes
130	**ACCOMMODATION**					
4075	Landlines/Broadband bundle	1,956	2,000	575	2,200	slight increase given 19/20 year end figure
4170	Office rent/insurance	8,512	8,500	6,104	9,000	maint charge increased by 2%
4175	Office running costs	1,461	1,200	279	1,500	increased to include all staff uniform/normal PPE
4420	Office utilities	999	1,000		1,100	no figures for 20/21 in first half of year (landlord closed)
4460	Rates	2,651	3,000	2,695	3,000	held as 20/21 budget
150	**PUBLIC RELATIONS**					
4220	Broadsheet	4,622	5,500	2,191	6,000	increased due to increased houses and recyclable paper
4230	Public consultation	1,641	2,000	0	5,000	for community budgeting consultation
4240	Crime/traffic/TRO	-	500	0	500	held as 20/21 budget
4260	Fun Day	3,331	2,500	0	3,000	increased to hire marquee, beer tent and seating
4270	Arts, culture and entertainme	498	500	0	500	held as 20/21 budget
NEW	Community Connector				10,500	New budget item
	Community Connector operational expenses				2,500	New budget item
160	**MAINTENANCE**					
4000	Maintenance Staff	13,409	21,000	7,272		included in 4000/110
4290	Community helipad / defibrila	1,000	1,100	0	1,100	service costs and replacement parts
4310	Safety/visibility grass cutting	6,326	7,000	3,561	7,350	price was held 19/20-20/21; allowed 5% increase next year
4320	Maintenance operational bud	1,771	2,000	823	2,000	held as 20/21 budget
4321	Equipment service/repair	514	1,000	0	1,000	held as 20/21 budget
4325	Parish vehicle lease	4,504	4,500	1,561	3,900	reduced; last 2 years of lease renegotiated
4326	Parish vehicle operational cost	1,394	3,000	427	2,500	reduced to reflect age of vehicle and previous costs
4330	Lengthsman work	2,753	5,000	196	5,000	held as 20/21 budget; includes verge plough of B3181 withy bridge
4340	Parish clock : service	1,063	250	0	300	year 2 of 5 contract; build fund for 2024/25
4350	Allotments	600	700	300	700	held as 20/21 budget
4350	Westclyst Allotments	-	250	0	250	held as 20/21 budget
4360	P3 footpaths	415	1,000	81	1,000	held as 20/21 budget
4370	dog waste	5,162	5,600	217	5,670	based on 21 bins @270 each
4380	Refuse	555	600	0	500	slight reduction ref new contractor
4490	Bus shelters		500	0	500	maintenance; held as 20/21 budget.
4535	Westclyst football pitch	14,000	14,000	5,958	4,000	reduced - shared maint agreement with school
4540	POS grass cutting	5,028	4,500	1,645	3,250	reduced - many areas brought back in house

		Year end 31.03.2020	20-21 Budget	Actual to 30.09.2020	2021-22 Dra Budget	Notes
	CAPITAL EXPENDITURE					
NEW	Ride on mower, hand mower, scarifier				5,000	estimated cost
NEW	Tipper trailer				3,000	trailer plus fit tow bar on truck
170	**PUBLIC TOILETS**					
4000	Cleaner's salary	3,885	5,000	2,089		included in 4000/110
4420	Utilities	1,499	1,600	154	1,600	held as 20/21 budget
4440	Maintenance	1,260	2,000	85	1,500	new handwash unit needed in gents
4450	Products	489	500	41	550	slight increase allowed for
4460	Rates	2,381	2,500	2,420	2,550	slight increase allowed for
4520	Service costs (new budget line	-	350	0	450	feminine hygiene collection
180	**CLYST ROOM**					
4460	Rates	197	220	202	220	held as 20/21 budget
4440	Clyst room maintenance/conv	-	500	0	500	held as 20/21 budget
190	**SPORTS PAVILION**					
4000	Staffing	7,563	9,216	4,329		included in 4000/110
4420	Utilities	3,999	4,000		4,250	slight increase allowed for
4440	Pavilions (building maint.)	2,988	5,000	1,354	5,000	held as 20/21 budget
4450	Cleaning Products	380	500	9	500	held as 20/21 budget
4510	Pavilions (running maint.)	583	3,000	444	1,500	reduced as decoration and maint. done in house
4520	Service costs	221	2,000	150	2,000	20/21 servicing not done yet due to covid
4530	Broadclyst football pitch	2,471	2,700	625	2,000	in-house; budget to hire equipment and buy seeds/fertiliser
4550	Tennis Courts	-	500	0	500	held as 20/21 budget
200	**PLAY AREAS**					
4440	Informal Play repairs	1,964	2,000	0	2,000	held as 20/21 budget
4560	Informal Play inspection	895	1,000	142	1,000	held as 20/21 budget
4565	New play equipment	10,000		0	0	
4570	Informal Play service	616	750	84	750	held as 20/21 budget
4680	BMX	93	500	0	500	held as 20/21 budget

			Year end 31.03.2020	20-21 Budget	Actual to 30.09.2020	2021-22 Dra Budget	Notes
210		**BOWLS GREEN**					
	4440	Materials and repairs	220				
	4440	Sprinkler head replacement	-				
	4610	Bowls water meter	1,000				
	4620	Bowls seeds/fertilizers	369				
	4630	Bowls green (contractor)	7,670				
	4640	Sprinkler service	-				
		total bowls budget		5,000	1,934	4,000	in-house; budget to hire equipment and buy seeds/fertiliser
				0			
230		**NEIGHBOURHOOD PLANNING**					
	4000	Staffing	23,664	23,000	10,712		included in 4000/110
	4750	Operational budget	5,659	0	650		sufficient in EMR
240		**PARISH TOGEHER PROJECTS**					
	4900	Parish Together expenditure	3,210	0		0	
250		**CLIMATE EMERGENCY BUDGET**					
NEW		Operational		1,000	0	1,000	council will want to actively progress this work in 21/22
260		**CONTINGENCY**					
	4010	Staffing	-	5,000	0	5,000	staffing committee recommended max of £40,000
	4105	I.T.	727	2,000	0	2,000	
	4355	Allotment land	-	2,000	0	2,000	
	4390	Car park	-	2,000	0	2,000	
	4410	Buildings maintenance	-	5,000	0	5,000	
	4575	Play equipment replacement f	-	2,000	0	2,000	
(190)	**451**	Andrews water heater	-	5,000	0	5,000	Will give £19k in EMR.
		General Reserves	-	35,000	0	10,000	have halved given level of general reserves
		Maintenance emergency		5,000	0		

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265	**Covid-19**					
4820	Resident shopping	154		123		
	Food bank shopping			2,015	**4,000**	?
	Food Bank rent and op. costs			2,080	**2,500**	rent 1824
	Covid PPE and general exp			1,504	**1,000**	
	Spend from EMR during year	5,492				
	TOTAL	**336,128.00**	**409,286**	**146,891**	**404,840**	

Summary	Expenditure	Income	Balancing Precept
Staff and administration	212,650.00	1,150	
Office and Pavilions	30,050.00	3,000	
Maint	31,490.00	500	
public relations	29,000.00	1,700	
public conveniences	6,650.00	1,450	
P3, rec, sports prov	27,000.00	4,300	
Grants SLA's	27,500.00	1,500	
NP	-	0	
Food Bank	7,500.00	0	
General - contingency	33,000.00		
	404,840.00	**13,600**	**391,240**

Tax base	2187	The 21/22 tax base has been set by EDDC at 2187
Band D	£178.89	

2021-2122 change	**Per annum**	**PCM**	**Per Week**	**% change**
(per band D property)				
19/20	£244.51	£20.38	£4.70	
20/21	£198.93	£16.58	£3.83	-18.64%
21/22	**£178.89**	**£14.91**	**£3.44**	-10.07%
Increase	-£20.04	-£1.67		