

BUXHALL PARISH COUNCIL DRAFT BUDGET 2022/23

	Actual 2021/22	Revised budget 2021/22	Available 2021/22	DRAFT Budget 2022/23	Increase from 2021/22	Notes to Budget 2022/23
Payments						
Administration expenses ie stationery	£7.50	£100.06	£92.56	£100.00	-£0.06	Guess for paper and ink
Allotment Water	£0.00	£0.00	£0.00	£0.00	£0.00	Tenant pays direct
Allotments	£0.00	£0.00	£0.00	£0.00	£0.00	No expenses expected
Asset replacement	£0.00	£0.00	£0.00	£875.00	£875.00	To replace ply equipment cost over 20 years
Audit	£520.00	£500.00	-£20.00	£520.00	£20.00	Both internal and external depending on what is required according to payments and receipts
Bin Emptying	£111.39	£111.39	£0.00	£114.73	£3.34	Current year plus 3%
Buxhall Broadcast	£0.00	£250.00	£250.00	£250.00	£0.00	As current year
Car Park	£0.00	£0.00	£0.00	£0.00	£0.00	no expenses expected
Clerks Reimbursement	£22.46	£0.00	-£22.46	£0.00	£0.00	No expenses expected
Clerks mileage	£35.10	£43.20	£8.10	£42.12	-£1.08	12 trips to Buxhall for putting out agendas at £3.51 each time
Clerks office expenses (monthly allowance)	£135.00	£260.00	£125.00	£260.00	£0.00	£5 per week for 52 weeks
Clerk Salary	£1,232.60	£2,333.76	£1,101.16	£2,693.60	£359.84	Current hourly rate plus 1.75% increase expected anytime, for 4 hours a week 52 weeks a year
Election	£0.00	£50.00	£50.00	£50.00	£0.00	£50 to build up an election reserve for 2023
Footpaths	£ 363.52	£ 381.69	£ 18.17	£ 381.70	£0.01	Current year plus 5%
Hire of Hall	£ 25.00	£ 101.50	£ 76.50	£ 150.00	£48.50	12 hires for the year
ICO Data Protection Fee	£ 40.00	£ 40.00	£ -	£ 40.00	£0.00	ICO fee - could reduce by £5 if set up a dd however the fee may increase
Insurance	£ 402.19	£ 402.19	£ -	£ 402.19	£0.00	Fixed figure for final year
Miscellaneous	£ 72.00	£ -	£ (72.00)	£ -	£0.00	Should have no misc expenses
NEW Playfield equipment	£ -	£ -	£ -	£ -	£0.00	No expenses expected - have added to Asset replacement
Playfield Maintenance	£ 388.62	£ 25.00	£ (363.62)	£ 50.00	£25.00	Guess or £50 for minor maintenance
Playingfield Electric	£ 68.06	£ 223.00	£ 154.94	£ 240.00	£17.00	£20 per month for 12 months
Playingfield grass cutting	£ 240.00	£ 449.82	£ 209.82	£ 480.00	£30.18	£40 per cut twice a month for 6 months
S137	£ -	£ -	£ -	£ -	£0.00	No expenses expected
Subscriptions	£ 385.30	£ 385.30	£ -	£ 347.51	-£37.79	SALC subscription and Clerks subscription to SLCC plus half emails fees required (pay each two years)
Training	£ 45.00	£ 235.00	£ 190.00	£ 100.00	-£135.00	Clerks CILCA share of training plus reserves to give £250
Transfer from reserves	£ -	£ -	£ -	£ -	£0.00	n/a
Website	£ -	£ 55.00	£ 55.00	£ 55.00	£0.00	CAS increase this year no increase expected next year
VAT expenditure	£ 276.52	£ -	£ (276.52)	£ -	£0.00	n/a
Total Payments	£ 4,370.26	£ 5,946.91	£ 1,576.65	£7,151.85	£1,204.94	

£11,574.29

FALSE

	Actual 2021/22	Budget 2021/22	Available 2021/22	DRAFT Budget 2022/23	Increase	
RECEIPTS						
Allotment Rents	£485.00	£495.00	-£10.00	£455.00	-£40.00	Based on current year less 2 plots
Misc Receipts	£10.00	£0.00	£10.00	£0.00	£0.00	None expected
CIL Receipts	£2,893.57	£0.00	£2,893.57	£0.00	£0.00	Cannot guarantee
Transfer from reserves (Santander Bond)	£0.00	£500.00	-£500.00	£1,000.00	£500.00	To reduce Precept increase
Grant MSDC LTR	£113.00	£113.00	£0.00	£0.00	-£113.00	None expected
Interest	£1.50	£0.00	£1.50	£0.00	£0.00	Depending on Capital investment
MSDC Grant Asset Replacement	£0.00	£0.00	£0.00	£0.00	£0.00	None expected
Precept	£4,838.91	£4,838.91	£0.00	£5,420.33	£581.42	Balancing figure of income known less expenses predicted
National Lottery Grant	£0.00	£0.00	£0.00	£0.00	£0.00	None expected
Transparency Grant	£0.00	£0.00	£0.00	£0.00	£0.00	None expected
CC Grant Asset replacement	£0.00	£0.00	£0.00	£0.00	£0.00	None expected
VAT recovered	£329.46	£0.00	£329.46	£276.52	£276.52	Cannot guarantee other than what is owed as at date of budget
Misc Receipts	£150.00	£0.00	£150.00	0	£0.00	None expected
Total Receipts	£8,821.44	£5,946.91	£2,874.53	£7,151.85	£1,204.94	

Actual 2020/21
£448.41
£0.00
£0.00
£3,053.94
£100.00
£102.60
£275.00
£0.00
£111.36
£0.00
£0.00
£2,571.60
£0.00
£ 363.52
£ 50.00
£ 75.00
£ 402.19
£ 25.00
£ 53,021.11
£ 1,139.18
£ 207.52
£ 420.00
£ -
£ 184.97
£ -
£ -
£ 50.00
£ 16,149.94
£ 78,751.34

Actual 2020/21
£495.00
£285.50
£0.00
£0.00
£0.00
£432.56
£25,000.00
£4,617.70
£9,399.00
£0.00
£0.00
£16,614.83
£0.00
£56,844.59

BUXHALL PARISH COUNCIL Bank Reconciliation Year Ended 31 03 2022

Bank Reconciliations:

Account balances as at 01 04 2021: Community	£	20,312.25
Premium	£	20,124.27
Bond	£	50,000.00
Cash	£	10.00
Add receipts in year: Community	£	17,490.66
Premium	£	1.50
Less payments in year: Community	£	4,651.85
Premium	£	-
Add unrepresented payments	£	35.37
Account balances as at 26 10 2021	£	103,322.20

Represented by:

Community	£	33,186.43
less unrepresented payments	£	-
Premium	£	20,125.77
less unrepresented payments	£	-
Bond	£	50,000.00
Cash	£	10.00
Available balances as at 26 10 2021	£	103,322.20

Payments in month 01 11 2021

Item	Payee	Invoice no	Method	Gross	VAT	Net
Clerk Salary	T Newell		BACS	£ 241.68	£ -	
Re-imbursments to Clerk	T Newell		BACS	£23.51	£ -	£265.19
Hall hire 04 10 21 and 06 09 21	Buxhall Village Hall	11 & 14	BACS	£ 25.00	£ -	£ 25.00
Ink cartridges	Viking	7738541	BACS	£ 126.31	£ 21.05	£ 105.26
Grass cutting	Top Garden Services	5 & 6	BACS	£ 96.00	£ 16.00	£ 80.00
				£ 512.50	£ 37.05	£ 475.45

Receipts in month 01 11 21

Item	Invoice no	Method	Gross	VAT	Net
Allotment rent		BACS	£ 120.00	£ -	£ 120.00
Allotment rent		BACS	£ 60.00	£ -	£ 60.00
CIL Receipt		BACS	£ 8,680.72	£ -	£ 8,680.72
Allotment rent		Deposit	£ 20.00	£ -	£ 20.00
			£ 8,880.72	£ -	£ 8,880.72

Clerks re-imbursments 01 11 2021

Item	Invoice no	Gross	VAT	Net	Power
Office costs 4 weeks @ £5.00		£ 20.00	£ -	£ 20.00	
Travel (agenda) 7.8 miles @ .45p per mile		£ 3.51	£ -	£ 3.51	
		£23.51	£0.00	£23.51	

TRUE

Clerks Holiday

Holiday b/f	11
Holiday taken	-
Holiday accrued this month	2.29
Holiday c/f	13

Buxhall Parish Council Clerks Hours 5 July 2021

Hourly rate increased 07 09 20 from £11.00 per hour to £11.30 from 1 April 2020
No increase given at Review 2020

Week Commencing	Details	Hours	£	12.72
04 10 21	Contracted hours	4	£	50.88
11 10 21	Contracted hours	4	£	50.88
18 10 21	Contracted hours	4	£	50.88
25 10 21	Contracted hours	4	£	50.88
Additional hours due to Support the Crown	Overtime	3	£	38.16
		19	£	<u>241.68</u>
Holiday b/f				11.00

	Actual 2021/22	Revised budget 2021/22	Available 2021/22	Actual 2020/21	Actual 2019/20	Actual 2018/19	Actual 2017/18
Payments							
Administration expenses ie stationery	£7.50	£100.06	£92.56	£448.41	£244.14	£108.09	£164.85
Allotment Water	£0.00	£0.00	£0.00	£0.00	£130.63	£171.48	£76.10
Allotments	£0.00	£0.00	£0.00	£0.00	£55.00	£0.00	£0.00
Asset replacement	£0.00	£0.00	£0.00	£3,053.94	£1,715.83	£0.00	£0.00
Audit	£520.00	£500.00	£20.00	£100.00	£109.45	£318.45	£100.00
Bin Emptying	£111.39	£111.39	£0.00	£102.60	£105.00	£90.00	£90.00
Buxhall Broadcast	£0.00	£250.00	£250.00	£275.00	£500.00	£0.00	£250.00
Car Park	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Clerks Reimbursement	£22.46	£0.00	£22.46	£111.36	£122.67	£177.81	£0.00
Clerks mileage	£35.10	£43.20	£8.10	£0.00	£0.00	£0.00	
Clerks office expenses (monthly allowance)	£135.00	£260.00	£125.00	£0.00	£0.00	£0.00	
Clerk Salary	£1,232.60	£2,333.76	£1,101.16	£2,571.60	£2,542.02	£2,379.53	£2,319.07
Election	£0.00	£50.00	£50.00	£0.00	£104.78	£0.00	£0.00
Footpaths	£363.52	£381.69	£18.17	£363.52	£363.52	£727.04	£0.00
Hire of Hall	£25.00	£101.50	£76.50	£50.00	£187.50	£162.50	£152.50
ICO Data Protection Fee	£40.00	£40.00	£0.00	£75.00	£40.00	£40.00	£35.00
Insurance	£402.19	£402.19	£0.00	£402.19	£293.21	£348.16	£352.39
Miscellaneous	£72.00	£0.00	£72.00	£25.00	£1,011.83	£42.80	£155.00
NEW Playfield equipment	£0.00	£0.00	£0.00	£53,021.11	£81.13	£0.00	£53.75
Playfield Maintenance	£388.62	£25.00	£363.62	£1,139.18	£0.00	£108.89	£47.53
Playingfield Electric	£68.06	£223.00	£154.94	£207.52	£128.82	£220.60	£169.22
Playingfield grass cutting	£240.00	£449.82	£209.82	£420.00	£420.00	£0.00	£400.00
S137	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Subscriptions	£385.30	£385.30	£0.00	£184.97	£229.47	£179.08	£174.60
Training	£45.00	£235.00	£190.00	£0.00	£245.99	£60.00	£228.99
Transfer from reserves	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Website	£0.00	£55.00	£55.00	£50.00	£0.00	£50.00	£50.00
VAT expenditure	£276.52	£0.00	£276.52	£16,149.94	£794.35	£243.28	£196.60
Total Payments	£4,370.26	£5,946.91	£1,576.65	£78,751.34	£9,425.34	£5,427.71	£5,015.60

£11,574.29

FALSE

	Actual 2021/22	Budget 2021/22	Available 2021/22	Actual 2020/21	Actual 2019/20	Actual 2018/19	Actual 2017/2018
RECEIPTS							
Allotment Rents	£485.00	£495.00	£10.00	£495.00	£365.00	£355.00	£355.00
Misc Receipts	£10.00	£0.00	£10.00	£285.50	£133.33	£10.00	£0.00
CIL Receipts	£2,893.57	£0.00	£2,893.57	£0.00	£0.00	£0.00	£0.00
Transfer from reserves (Santander Bond)	£0.00	£500.00	£500.00	£0.00	£0.00	£0.00	£0.00
Grant MSDC LTR	£113.00	£113.00	£0.00	£0.00	£636.39	£0.00	£0.00
Interest	£1.50	£0.00	£1.50	£432.56	£11.38	£0.00	£768.75
MSDC Grant Asset Replacement	£0.00	£0.00	£0.00	£25,000.00	£3,725.00	£0.00	£250.00
Precept	£4,838.91	£4,838.91	£0.00	£4,617.70	£4,119.21	£4,023.50	£4,002.00
National Lottery Grant	£0.00	£0.00	£0.00	£9,399.00	£0.00	£0.00	£0.00
Transparency Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£473.25
CC Grant Asset replacement	£0.00	£0.00	£0.00	£0.00	£1,500.00	£0.00	£0.00
VAT recovered	£329.46	£0.00	£329.46	£16,614.83	£243.28	£196.60	£1,266.80
Misc Receipts	£150.00	£0.00	£150.00	£0.00	£120.47	£171.57	£98.81
Total Receipts	£8,821.44	£5,946.91	£2,874.53	£56,844.59	£10,854.06	£4,756.67	£7,214.61

Buxhall Parish Council Reserves as at year ended 31 03 2022

Reserves:-

	Opening balance	Receipts	Virements	Other receipts	Payments	Virements	Unpresented	Balance
Broadcast	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
CEP	£75.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£75.00
Maintenance Reserve (Grass Cutting)	£420.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£420.00
Capital Amenity Reserve	£83,627.89	£0.00	£0.00	£0.00	£350.00	£0.00	£0.00	£83,277.89
Asset Replacement Reserve	£1,697.68	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,697.68
Election Reserve	£895.22	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£895.22
CIL	£0.00	£2,893.57	£0.00	£0.00	£0.00	£0.00	£0.00	£2,893.57
General Reserve (includes £10 cash)	£3,720.73	£14,608.59	£0.00	£0.00	£4,301.85	£0.00	£35.37	£14,062.84
	£90,436.52	£17,502.16	£0.00	£0.00	£4,651.85	£0.00	£35.37	£103,322.20

103,322.20

Represented by:-

	Opening balance	Income in year	Trsf	Expenses in year	Transfers	Unpresented	Balance
Bank Acct ****2793	£20,312.25	£17,490.66	£0.00	£4,651.85	£0.00	£35.37	£33,186.43
Bank Acct ****2785	£20,124.27	£1.50	£0.00	£0.00	£0.00	£0.00	£20,125.77
Nationwide	£50,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£50,000.00
Cash	£0.00	£10.00	£0.00	£0.00	£0.00	£0.00	£10.00
	£90,436.52	£17,502.16	£0.00	£4,651.85	£0.00	£35.37	£103,322.20

