



Budget 2015-16

Report to Council January 2015

Introduction

The Parish Council (PC) needs to agree a budget for 2015-16 and to submit a precept request to Cornwall Council (CC) by 30th January 2015.

The Council tax base has increased from 1062.56 to 1073.24.

For 2014-15 a precept of £73571 was set, which included Council Tax Support Grant of £7606.

Budget 2015-16

A draft budget is set out in Appendix A.

Projects/Additions for 2015-16

Staffing

Due to the increasing workload for office staff and additional administrative tasks, the PC approved (minute 24/058-7k) additional hours from 1st April 2015 for the Administrative Assistant. The PC also approved (minute 24/053-6j) the NALC recommendations on pay and the staffing committee recommendations (minute 24/045-6h).

Defibrillator Project

The PC has committed through the Parish Plan Implementation Committee (PPIC) to provide a number of defibrillators across the Parish and is looking to get grant funding for the majority of this project. The PC approved (minute 24/053-6g) to set aside match funding for this project.

PTRA memorial

The PC approved (minute 24/053-6l) a one off payment to Pen Tye Residents Association (PTRA) for a memorial for the late Cllr Ray Tovey.

Neighbourhood Planning (NP)

The PC recommended (minute 24/058-7m) setting aside £10,000 towards the NP project for 2015-16 at its meeting on the 12th January 2015. The NP is due to be adopted by the end of 2015.

Devolution – Reawla Park

The PC recommended (minute 24/058-7m) setting aside £1,800 towards the Reawla Park project for 2015-16 at its meeting on the 12th January 2015.

Recommendations

That a budget for 2015-16 is agreed as shown in Appendix A to this report; and

that a sum of £75,770 be raised by a local precept in 2015-16. As the tax base for Gwinear-Gwithian is 1073.24, residents will pay £63.94 per BAND D property to pay for the local precept, an increase of £1.86 per annum per household on 2014-15.

Gwinear-Gwithian Parish Council

Budget 2015/16

Appendix A

This paper outlines spending against precepted budget 2014/15 and predicts precepted budget spending 2015/16.

	Actual Spending	Budget	Predicted spending	Estimated Budget	Material variances*
	2013/14	2014/15	2014/15	2015/16	
Hall Hire/Office Space					
Hall Hire ¹	36	160	222	246	54%
Office Rental/service charges	2375	2500	2500	2500	
Electricity	577	674	652	686	
Sub Total	2988	3334	3374	3432	
Staffing					
Salaries ²	22251	23859	24892	29565	24%
PAYE & NI ²	5614	5929	6364	6446	9%
Gratuity		176	0	176	
Sub Total	27865	29964	31256	36187	
Administration					
Photocopying	90	150	90	100	
Insurance	957	1440	960	1440	
Land/Assets	0	0	0	0	
Office Equipment	0	350	0	350	
Subscriptions/Conferences	1010	1150	1050	1150	
Telephone/Internet/Email services	564	620	584	620	
Postage ³	325	400	560	330	-18%
Office Stationery	289	700	553	600	
Office Maintenance/Services	325	330	300	330	
Training	225	400	98	500	
Audit	555	650	435	650	
General Admin	67	100	8	100	
Website	233	512	515	567	
Waste Services	214	250	252	275	
Newsletter Articles/Advertisements ⁴	180	400	725	800	100%
Sub Total	5034	7452	6130	7812	
Recreation/Street Scene					
Litter/Dog Bins	0	0	0	0	
Community Pride Officer (CPO) ⁵	11688	15808	11648	11648	-26%
CPO – Materials	14	200	100	100	
Elizabeth Sampson Playing Field (ESPF) ⁶	1639	1500	1700	1800	20%
Bus Shelters/Notice boards	27	100	100	100	
Allotment	0	0	0	0	
Sub Total	13368	17608	13548	13648	

	Actual Spending	Budget	Predicted spending	Estimated Budget	Material variances*
	2013/14	2014/15	2014/15	2015/16	
Burials					
Burial Rates	97	102	99	109	
Burial Maintenance ⁷	1566	1300	1350	1485	14%
Sub Total	1663	1402	1449	1594	
Agency Services					
LMP	3300	3356	3300	3300	
Gwithian Green ⁸	2153	1430	1430	1566	10%
Sub Total	5453	4786	4730	4866	
General Expenditure					
Councillor Expenses	0	100	100	0	
Election Expenses	1587	500	0	500	
Grants/Donations	1450	1000	1000	1000	
Sub Total	3037	1600	1100	1500	
Projects/Capital Schemes					
CDRA Horsepool project	640	0	0	0	
Family Activity Trail	24	0	0	0	
Christmas Trees	110	130	120	132	
Awards	20	30	0	0	
ESPF Basket Swing	0	0	6905	0	
Towans Project ⁹	0	500	500	0	-100%
Neighbourhood Planning	13742	10000	5134	10000	
Defibrillator Project ⁹	0	0	0	300	100%
PTRA Memorial ⁹	0	0	0	168	100%
CiLCA/Quality Council	0	0	580	0	
Reawla Park Project ¹⁰	4309	3000	0	1800	-40%
Sub Total	18845	13660	13239	12400	
Total Expenditure					
	78253	79806	74818	81439	
From Reserves					
Gwithian Green ¹¹	0	0	0	136	100%
Predicted Income:					
Allotment Fees	230	220	220	220	
Burial Fees ¹²	931	1153	1238	500	-57%
LMP Grant	3300	3356	3300	3300	
Neighbourhood Planning	6075		675	0	
Gwithian Green Grants	2153	1430	1430	1430	
ESPF Basket Swing	3322	0	7795	0	
Bank Interest	76	76	83	83	
Office maintenance/services	17	0	0	0	

	Actual Spending	Budget	Predicted spending	Estimated Budget	Material variances*
	2013/14	2014/15	2014/15	2015/16	
Predicted Income:					
Reawla Park	4651	0	0	0	
Section 106 (Rosewarne)	10654	0	0	0	
Total Income	31409	6235	14741	5669	
Net to Raise		73571		75770	
Council Tax Base (Band D equivalent)		1062.56		1073.24	
Band D Precept		£62.08		£63.94	3%
Notes	*Material Variances (between 14/15 & 15/16 budgets)				
	1. Due to extra hire and hire price rises 2. Due to approved extra hours for Administrative Assistant (see full explanation in main report) 3. Reduction due to Administrative Assistant extra hours 4. Need to build up reserves for advertisements 5. Three year contract secured 6. Extra training and maintenance costs 7. Extra maintenance costs 8. Extra maintenance costs 9. All relate to one off expenditures (see main report) 10. Extra funds set aside last year for projects/legal fees 11. Money taken from Gwithian Green reserve to offset extra maintenance costs 12. Difficult to predict possible income				
	Mrs Vida Perrin (Clerk to the Council & Responsible Financial Officer)				
	Presented to Council 26th January 2015				

*Material variances - For this purpose "material" shall be in excess of £100 variance or 15% (Rounded up/down)