



Budget 2016-17

Report to Council 25th January 2016

Introduction

The Parish Council (PC) needs to agree a budget for 2016-17 and to submit a precept request to Cornwall Council (CC) by 26th January 2016.

The Council tax base has increased from 1073.24 to 1086.98

For 2015-16 a precept of **£75,770** was set, which included Council Tax Support Grant of £6335.22

A draft budget is set out in Appendix A.

Possible Projects/Additions for 2016-17

E/R – Earmarked Reserves

Defibrillator Project

The PC has committed through the Parish Plan Implementation Committee (PPIC) to provide a number of defibrillators across the Parish and is in line to get grant funding for the majority of this project. In 2015 the PC approved (minute 24/053-6g) to set aside match funding for this project and put £300 in the budget. Ongoing maintenance will most likely be paid for from donations but the PC may wish to consider putting aside funds as a backup. I have put £300 in this budget which could be moved to other projects in the future if not required here.

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 which was for running costs, although we have not had the freehold passed to us this is imminent and we are already paying some costs towards the park so I have put the same amount in for 16/17.

Towans Ranger (TR)

£500 of the £1000 noted in this budget has already been forwarded to the Wildlife Trust (WT) as it was requested after last year's budget but was not available at that time so came out of our general fund. The other £500 will be put in the E/R for TR for 2016 if required by the WT

Gwithian Green

Gwithian Green (GG) forward budget received from the Gwithian Green Advisory Group (GGAG) is £300 more than the grant received. This is due to ditch clearance work. As we have around £1400 in E/R for GG I have removed this amount from the reserve although have asked GGAG to consider fundraising from other sources if future overspend is required and necessary.

Community Facility

We currently have £1863 in this E/R but we may need to consider building it up as there will be legal costs as well as initial running costs/items required, hopefully most of the work will be done by the community and PTRAs have already expressed an interest in helping to run the facility. I have not put a figure in the budget but would like recommendations as to whether or not a sum should be added to this precept and if so how much please.

Local Maintenance Partnership (LMP)

As suggested at the 11th January meeting I have set aside an extra £500 towards possible LMP costs bringing the total reserve for this to £1000.

Contingency Fund

We currently have £2000 in a contingency fund but have not added to this fund for a couple of years so I have set aside an extra £500 this year to try and boost our contingency which along with our general fund should equate to around one quarter of our annual outgoings this still falls short but hopefully we can build on this each year now.

Recommendations

That a budget for 2016-17 is agreed as shown in Appendix A to this report; and

That a sum of £76192.00 be approved for this year's budget, raised by a local precept in 2016-17, as the tax base for Gwinear-Gwithian is 1086.98, residents will pay £70.10 per BAND D property to pay for the local precept.

Gwinear-Gwithian Parish Council

Budget 2016/17

Appendix A

This paper outlines spending against previous precepted budgets and predicts precepted budget spending 2016/17.

	Budget	Actual Spend	Budget	Predicted spending	Estimated Budget	Material variances*
	2014/15	2014/15	2015/16	2015/16	2016/17	
Hall Hire/Office Space						
Hall Hire	160	167	246	200	260	
Office Rental/service charges	2500	2379	2500	2383	2632	
Electricity	674	685	686	690	726	
Sub Total	3334	3231	3432	3273	3618	
Staffing						
Salaries	23859	24551	29565	29380	30288	
PAYE & NI	5929	6304	6446	6875	7087	
Gratuity	176	0	176	0	176	
Sub Total	29964	30855	36187	36255	37551	
Administration						
Photocopying	150	65	100	65	150	
Insurance	1440	944	1440	908	1440	
Office Equipment ¹	350	0	350	828	1000	185%
Subscriptions/Conferences	1150	1011	1150	1055	1210	
Telephone/Internet/Email services	620	506	620	513	653	
Postage	400	535	330	300	400	
Office Stationery	700	522	600	520	631	
Office Maintenance/Services	330	136	330	230	350	
Training ²	400	97	500	120	750	50%
Audit	650	435	650	435	685	
General Admin ³	100	324	100	89	250	150%
Website	512	453	567	453	567	
Waste Services	250	261	275	275	290	
Wreaths ⁴	0	42	0	42	42	
Newsletter Articles/Advertisements	400	427	800	220	800	
Sub Total	7452	5758	7812	6053	9218	
Recreation/Street Scene						
Litter/Dog Bins ⁵	0	0	0	0	350	
Community Pride Officer (CPO)	15808	11648	11648	11648	12261	
Materials ⁶	200	0	100	100	200	100%
Elizabeth Sampson Playing Field (ESPF)	1500	1070	1800	1808	1895	
Bus Shelters/Notice boards ⁷	100	45	100	85	300	200%
Allotment fees/costs ⁸	0	192	0	461	461	
Sub Total	17608	12955	13648	14102	15467	
Burials						
Burial Rates	102	99	109	101	115	
Burial Maintenance	1300	807	1485	1485	1565	
Burial ground/extension ⁹	0	0	0	0	1000	
Sub Total	1402	906	1594	1586	2680	

	Budget	Actual Spend	Budget	Predicted spending	Estimated Budget	Material variances*
	2014/15	2014/15	2015/16	2015/16	2016/17	
Agency Services						
LMP	3356	3300	3300	3300	3800	
Gwithian Green ¹⁰	1430	2518	1566	1566	1796	
Sub Total	4786	5818	4866	4866	5596	
General Expenditure						
Councillor Expenses ¹¹	100	26	0	0	100	
Election Expenses ¹²	500	0	500	500	1000	
Grants/Donations	1000	500	1000	1000	1000	
Sub Total	1600	526	1500	1500	2100	
Projects/Capital Schemes						
Christmas Trees	130	120	132	120	140	
Awards	30	0	0	17	30	
ESPF Basket Swing	0	8286	0	0	0	
Parish Plan-Towans Project ¹³	500	500	0	500	1000	
Neighbourhood Planning	10000	6161	10000	8976	1000	
Defibrillator Project	0	0	300	300	300	
PTRA Memorial	0	0	168	168	0	
CiLCA/Quality Council ¹⁴	0	719	0	585	1000	
Reawla Park Project	3000	1100	1800	950	1800	
Sub Total	13660	16886	12400	11616	5270	
Contingency Fund ¹⁵					1000	
Total Expenditure	79806	76935	81439	79251	82500	
From Reserves						
Gwithian Green ¹⁰	0	0	136	136	300	
Predicted Income:						
Allotment Fees/costs ⁸	220	345	220	461	461	
Burial Fees	1153	2038	500	644	500	
LMP Grant	3356	3300	3300	3300	3300	
Newsletter	0	10				
Defibs	0	1000				
Neighbourhood Planning	0	675	0	0		
Gwithian Green Grants ¹⁰	1430	1638	1430	1430	1430	
ESPF Basket Swing	0	2607	0	0		
Hall Hire/Office		40				
Office Maintenance		35				
Bank Interest	76	83	83	83	317	
Office maintenance/services	0	35	0	0		

	Budget	Actual Spend	Budget	Predicted spending	Estimated Budget	Material variances *
	2014/15	2014/15	2015/16	2015/16	2016/17	
Reawla Park	0	0	0	0		
Section 106	0	0	0	0		
Total Income/E/R out	6235	11806	5669	6054	6308	
Net to Raise	73571		75770		76192	
Council Tax Base (Band D equivalent)						
Band D Precept						3%
Notes	*Material Variances (between 15/16 & 16/17 budgets)					
<p>1. Office Equip - As we spent the E/R last year on two new laptops we need to build this up again and with us moving this year we may need it.</p> <p>2. Training – Feel we need to build up a decent reserve and we only have around £400 at present</p> <p>3. General Admin – as we should be moving this year there may be unforeseen costs and this is a minimal increase</p> <p>4. Wreaths came under general admin last year so no addition just different reserve</p> <p>5. Litter dog/bins – it is hard to get grants for these and our dog bins are now getting on a bit so may need replacing soon</p> <p>6. Recreation materials – with taking over Reawla Park etc we need to increase this E/R</p> <p>7. Bus shelters/notice boards – all becoming older and need to build up reserve for replacements</p> <p>8. Allotments – change is due to insurance/annual subscriptions being added and this is supplemented by tenants not PC</p> <p>9. Burial ground extension – see notes in projects/additions at pages 1&2 above.</p> <p>10. Gwithian Green - see notes in projects/additions at page 1 above.</p> <p>11. Councillor Expenses – consider building up reserve as Cllrs take on more</p> <p>12. Elections expenses – reserve very low, every time a Cllr leaves potential costs could be thousands for an election</p> <p>13. Towans Ranger - see notes in projects/additions at page 1 above.</p> <p>14. Quality Council – to qualify we must send our Annual Report to every household which cost around £700 last year</p> <p>15. Contingency - see notes in projects/additions at page 2 above.</p>						
Mrs Vida Perrin (Clerk to the Council & Responsible Financial Officer)						
Presented to Council 11th & 25th January 2016						

*Material variances - For this purpose “material” shall be 15% (Rounded up/down)