

**STANWAY PARISH COUNCIL FIVE YEAR BUDGET PLAN
WITH BORROWING FOR CAPITAL PROJECTS**

Jan 18th 2022

	PREVIOUS YEAR	←-----CURRENT YEAR-----→			FIVE YEAR BUDGET FORECAST -----→					
	Actual	Budget	YTD	Y/E Forecast	2022 to 2023	CURRENT AND YEAR 1 NOTES	Year 2	Year 3	Year 4	Year 5
A - General Income					TBI + 2.5%	Y2 tax base increase 1% (estimate)	TBI + 2%	TBI + 2%	TBI + 2%	TBI + 2%
Precept	270,000	270,146	270,146	270,146	290,762		299,484	308,469	317,723	327,255
Wayleaves	1	1	0	1	1		0	0	0	0
CBC Grants - General	1,000	500	500	500	500		500	500	500	500
s106 funds - committed	1,390	0	0	0	0		0	0	0	0
s106 funds - sought					43,500	CAC & CSC Projects	23,000	38,500	0	0
Other grants - committed			12,600	12,600			0	0	0	0
Other Grants - sought	1,000	0	0	0	88,769	To fund play areas	6,500	6,500	0	0
Interest Income	113	125	5	25	50		50	50	50	50
LCTS Grant	5,026	4,759	4,760	4,760	4,759		4,759	4,759	4,759	4,759
Miscellaneous	1	0	0	0						
VAT Refund	0	0	16,146	16,146						
PWLB Loans - sought re car parks					40,000	NET AFTER REFINANCING	65,000	0	0	0
B - Admin - Personnel						4% inflation increase as required	<-----Min.2% inflation increase----->			
Salaries PAYE NI	-66,395	-88,000	-67,596	-82,350	-150,000	Move to SCP 3 Apr 2022 / Extra staff	-153,000	-156,000	-160,750	-165,600
Home working allowance	-504	-864	-702	-828	-864	Move to new offices	-864	-648	-432	-432
Pension contributions (total)	-19,525	-19,350	-19,986	-25,100	-32,500		-33,150	-33,850	-34,500	-35,200
Payroll Services	-403	-500	-204	-400	-550		-600	-600	-625	-625
Training - All	-1,010	-5,000	-2,410	-3,000	-3,000	re CILCA and other CDP	-3,000	-3,000	-3,100	-3,150
Travel expenses	-475	-1,000	-373	-750	-1,000		-1,000	-750	-750	-750
Stationery - Councillors	-4	-325	0	-100	-250		-250	-250	-250	-250
Chairman's Allowance	0	-200	-165	-200	-200		-200	-200	-200	-200
Staffing E/M reserve	0	-9,000	-549	-1,000	0		-4,000	-2,000	-2,000	-2,000
C - Admin - Office/IT										
Postage	-142	-200	-66	-100	-200		-200	-210	-220	-230
Office supplies	-955	-900	-644	-900	-800		-1,000	-1,050	-1,050	-1,100
Office printer maintenance	-1,190	-1,200	-899	-1,200	-800	1y left on lease - buy replacement	-1,000	-250	-250	-250
Councillor IT Support	-2,564	-1,200	-990	-1,200	-1,225		-1,250	-1,300	-1,300	-1,350
Phone/Broadband charges	-1,160	-1,200	-1,858	-2,250	-1,250		-1,300	-1,350	-1,350	-1,400
Website Maintenance/Development	-775	-800	-425	-500	-1,850	CSC £1,000 for development	-1,900	-1,900	-900	-1,000
Office IT Support	-1,488	-1,750	-1,291	-1,600	-2,250		-2,250	-2,300	-2,350	-2,400
IT & PA System Reserve	0	-1,000	-747	-800	-1,000		0			
Room Hire	-24	-250	-166	-200	-250		0	0	0	0
D - Admin - Aud & Acc										
Internal Audit Fees	-1,300	-1,450	-700	-1,300	-1,500		-1,600	-1,600	-1,700	-1,700
External Audit Fees	-600	-600	-600	-600	-650		-700	-750	-750	-800
Accounting software fees	-578	-648	-648	-865	-900		-900	-1,000	-1,050	-1,050

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	Actual	Budget	YTD	Y/E Forecast	2022 to 2023	CURRENT AND YEAR 1 NOTES	Year 2	Year 3	Year 4	Year 5
E - Admin - Other										
Insurance	-1,880	-2,275	-2,345	-2,500	-4,500		-4,500	-5,000	-5,000	-5,500
Annual Subscriptions	-658	-1,775	-1,869	-2,100	-1,800		-1,825	-1,850	-1,900	-1,950
Bank charges	-187	-150	-164	-200	-250		-250	-255	-260	-265
Election E/M Reserve	0	-500	0	0	-500		-1,200	-500	-500	-500
Risk Management	-586	-1,500	-347	-500	-1,000		-1,000	-1,000	-1,000	-1,000
Legal Fees plus Reserve	-1,003	-10,000	-330	-10,000	-1,000	Re land acquisitions, etc.	-1,000	-1,000	-1,000	-1,000
Other specialist fees	-245	-500	-520	-520	-500		-500	-500	-550	-600
Sundry items	-64	-54	-121	-150	-100		-100	-100	-100	-100
Insurance Claim		0	3,298	3,298		Relates to workshop repairs				
F - Planning										
Specialist fees	0	0	0	0	0					
G - Community Assets - Grounds										
General repairs	-335	-750	-258	-1,000	-1,300		-2,000	-2,000	-2,000	-2,000
Vehicle Lease and insurance	0	-200	0	-800	-3,300		-3,300	-3,300	-3,300	-3,300
Workshop /store	-23,540	-3,000	-4,619	-5,000	-200	2021 Expenditure re insurance claim	-200	-200	-500	-500
Car park extension						PWLB Loan?	-65,000	-5,000	0	0
Car Park repairs	-2,620	-5,000	0	-3,500	-40,000	PWLB Loan?	-2,000	-2,000	-2,000	-2,000
Play equipment replacement	-180	-50,000	-455	-41,600	-57,750	Grants?	0	0	0	0
Play area signs	0	-1,000	-890	-900	-255		-360	-200	-200	-200
Grounds maintenance	-11,021	-10,750	-9,802	-10,750	-12,000		-12,500	-13,000	-13,500	-13,500
Play area bark	-1,456	-1,000	0	0	-1,050		0	0	0	0
Tree maintenance	-3,640	-5,000	-3,130	-4,500	-2,000	Planned programme	-2,000	-2,000	-2,000	-2,000
Outdoor Gym Maintenance	-4,245	-21,000	-20,893	-21,000	-1,000		-500	-500	-500	-500
Play area benches/bins	-618	-500	-413	-500	-1,500		-1,000	-1,000	-1,000	-1,000
Pest control	0	-500	-265	-300	-500		-500	-500	-550	-600
MW Consumables	-498	-750	-1,881	-2,250	-1,250	Re insurance claim	-1,350	-1,500	-1,550	-1,600
Safety Inspections	-235	-500	0	-425	-510		-520	-530	-540	-550
New Projects - grants to be sought					-38,000		-19,000	-34,000	0	0
H - Community Assets - Streets										
Bus Shelter Maintenance	-1,760	-3,000	-5,670	-5,670	-1,000	Completion of Swan Green shelter	-1,000	-1,000	-1,000	-1,000
Footpath maintenance (& E/M Res.)	0	-1,500	0	-1,250	-1,500	IA Recommendation	-1,000	-1,000	-1,000	-1,000
Notice Board Maintenance	-4,170	-250	-415	-415	-800	Maintenance / provision	-550	-575	-600	-625
Street Light Costs	-5,686	-5,300	-4,232	-5,200	-6,000	Ongoing replacement	-6,000	-6,500	-7,000	-7,500
Street Light Sinking Fund Reserve	-3,183	-2,000	-1,066	-1,500	-2,000	Replace ageing assets	-2,000	-2,000	-2,000	-2,000
Street signs etc	-1,860	-500	0	0	-3,000		-1,000	-1,000	-1,000	-1,000
Street lighting electricity	-4,997	-5,000	-2,462	-7,000	-8,000		-7,700	-8,000	-8,500	-9,000
I - Community Assets - Halls										
Village Hall contingency reserves	-6,421	-4,000	-3,772	-4,000	-3,000	Per Internal Audit recommendations	-5,000	-5,000	-5,000	-5,000
New Community Centre Income					10,000	Estimate	25,000	30,000	40,000	50,000
New Community Centre capex					-55,000	Furniture/Kitchen and Utilities/ Car Park.	-10,000	-2,000	-2,000	-2,000
New Community Centre running costs	0			0	-12,500	N.B. Salaries, etc. in Cost Code B	-20,000	-20,000	-25,500	-25,000
New Community Centre sinking fund	0				0		0	-15,000	-20,000	-25,000

	PREVIOUS YEAR	<-----CURRENT YEAR----->			FIVE YEAR BUDGET FORECAST----->					
	Actual	Budget	YTD	Y/E Estimate	2022 to 2023	CURRENT AND YEAR 1 NOTES	Year 2	Year 3	Year 4	Year 5
J - Burial Grounds										
Burial Ground Income	1,210	4,000	3,395	4,000	3,000		4,500	4,500	5,000	5,500
Tree sponsorship	5	10	430	430	10		10	10	20	30
BG Maintenance	-216	-1,500	-998	-1,500	-1,575		-1,635	-1,675	-1,700	-1,735
BG Repairs	0	-13,000	-12,600	-12,600	-500	New memorial wall now built	-500	-500	-500	-500
L - Grants & Donations										
s137/72 & s19/MPA76	-5,106	ALL -9,500	-1,851	-5,500	-10,000	£300 per member	-10,000	-10,000	-10,000	-10,000
s106 expenditure	0									
Other grants	0		-1,650		0		0			
CIL Grant expenditure	0									
M - Loans										
Capital + interest repayments	-16,000	-16,000	-16,000	-16,000	-15,751	NEW PWLB 20Y ANNUITY LOAN	-15,751	-15,751	-15,751	-15,751
Interest payments	-7,298	-6,800	-6,586	-6,800	0	£268,234 at 1.93 % - Repay old loan	0	0	0	0
N - Community Services - Events										
CE Income	0	500	281	300	500		500	500	500	500
CE Expenditure	-756	-4,500	-1,889	-2,500	-2,000		-2,000	-2,000	-2,000	-2,000
O - Community Services - Services										
Green Projects			0	0	-1,500	Other projects via s106 funding	-500	-500	-500	-500
Community Safety	-90	-1,000	-650	-2,000	-2,500	Comm Specials / Defibs	-2,500	-2,500	-4,500	-6,500
Other					-5,600		-2,900	-2,900	-2,900	-2,900
New Projects - grants to be sought					-12,000		-10,500	-5,500	-4,000	-7,000
VAT to claim	0		VAT -15562							
TOTAL	70,100	-45,950	86,837	6,533	-33,679		-2	5,444	4,624	4,431

Reconciled 18 Jan
to P&R

* Virements added / income increased

RESERVES	31st March 2021			31st Mar 22	31st Mar 23	
				FORECAST	FORECAST	
General (unallocated)	55,850			60,635	65,554	
Office (Furniture/IT/PA System)	1,450			10,000	1,000	£9,000 virement to Y1 Cost Code I
Specialist fees (Legal, etc)	10,000			1,500	1,500	Re land acquisitions, etc.
Car Park	10,000			11,500	5,000	<i>New extension/existing repairs?</i>
Workshop / store	2,650			1,000	1,000	
Planning	1,500			1,500	1,500	
Village Hall & Comm Centre contingency	15,000			20,000	40,000	<i>Electric charging point @ £5,000?</i>
Footpath Reserve	1,000			1,000	1,000	
Trees & Open Spaces	2,500			2,500	2,500	3 year contract plus small reserve
Notice Boards	1,500			1,000	1,000	
Councillor Grants carried forward				2,000		
Street Lights	40,000			10,000	10,000	Annual ad-hoc LED replacement
Staffing Reserve	7,500			20,000	20,000	To 50% of highest salary plus SC res.
MW Transport	8,500			500	500	Purchase/lease options
Community Safety	6,000			6,000	6,000	CSPecials recruitment agreed
Elections	2,000			2,500	2,500	
Burial Grounds	7,500			2,500	2,500	
Outdoor Gym	19,250			500	500	
Bus Shelters	2,000			500	500	
New Community Centre	0			40,000	5,000	£35,000 virement to Y1 Cost Code I
Play Equipment Contingency	1,000			22,000	500	
TOTAL	BANK 179,046	(re Scribe/Ann.Report)	265,883	<i>S/T</i>	156,500	102,500
	Accounts 195,200	(per creditors and debtors)	Agreed 18 Jan		201,733	168,054
			<i>Add VAT to claim</i>		15,402	0

GENERAL RESERVES RECOMMENDED AT 25% (SPC target 20%-30%)

ACTUAL	0.21		0.25	0.25
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BREAKDOWN FOR CBC WEBSITE			
Community-related Services		-24,100	-35,675
Environmental Services		-113,560	-182,915
Community Centres		-4,000	-70,500
Administrative, Maintenance and Civic Services		-141,213	-210,689
Finance costs		-22,800	-15,751
<i>Less income/grants sought/use of savings / addition to reserves/borrowing</i>		35,527	224,768
	Precept required	-270,146	-290,762