

## Budget 2021/22 notes for meeting 12/1/21

Discussion points in blue / Action points in red

### 1. Two spreadsheets

- A Expenditure Against Budget estimate to 31/3/20
- B Tur Langton 21/22 Budget Proposal

### 2. Spreadsheet A

1. Figures for May to December, shaded pink, are exact and are already reconciled (see reconciliation to 5/1/21).
2. The yellow shaded figures are for authorisation meeting 12/1/21
3. The blue columns for January to March are estimates
4. Note that the spending from the Village Hall loan is shown below the main columns, however the VAT is shown with the other VAT spend (for cashflow reasons).
5. Note the centre column showing "From Reserve" / "VAT Refund", the entries in the column below are colour coded.

### Notes on estimates

6. Salary from January to March 2021 shows the updated rate as authorised meeting 10/11/20
7. Stationary / office – Assuming a further £20.
8. Hall hire for meetings – assumes there will be no face to face meetings up to 31/3/20
9. Internal Audit - assume £170, the same as last year
10. Training – assumes we won't pay out anything
11. Insurance – assume this will be £300 as budgeted
12. £5 Section 137 - we have been notified that Leicestershire Footpaths Association will be extending subscriptions throughout 2021 so we will not be charged a subscription this year. No other Section 137 is anticipated
13. Village Hall - estimated payments - rent £500 due Feb
14. Loan repayment - £1,671.87 due Feb
15. Grass cutting – assumes no more payments
16. Village signs, no payment in estimate, £270 floated into reserve.
17. Street furniture maintenance – assumes no payment during 20/21 year
18. IT – estimate £100 for domains
19. Chair Allowance – assume this will be claimed - £30.00
20. Travel – assumes no claims
21. VAT – an additional £784 calculated as follows: £700 on payment to Tim Bale, expenditure from Village Hall Loan and domains
22. From Village Hall Reserve - £3,500 Payment to Tim Bale

### 3. Spreadsheet B

23. Grey column is budget set for this current year, 2020/21, as revised May 2020 and £100 taken from Room Hire budget and added to External Auditor

24. Pink column is the current figures 5/1/21 taken from spreadsheet A and also the same as the "Expenditure against Budget" amounts on the reconciliation spreadsheet to 5/1/21
25. Light Green Column Payments is the estimate of 20/21 income and expenditure to 31/3/21 taken from Spreadsheet A. This adds the estimates for January to March as discussed above.
26. Lilac column is a suggested proposed budget for 2021/22 (see notes below)
27. Light blue section on right hand side at top - This gives an estimated carry over at 31/3/21 of £4,498.44 (see light blue section at right of spreadsheet B "Current Basic Summary (estimated)", taking the estimates for the current year into account.

### Income for 20/21 estimates (lilac column):

28. Assumes gross reimbursement will be the same, i.e. £360.36
29. Estimated VAT income is that not yet claimed – 60.00 (November) plus estimates for Jan to March, total £933.79
30. ELPC assumes they will pay ½ of SLCC again, have increased from £53 to £55. This did not happen this year as we haven't paid towards the Zoom payments they make.

### Payments for next year, lilac column estimates

31. **Salary** – New payments on agenda for 10/11/20 give a yearly salary of £2,129.92. This is a 2.75% increase and so assume a further 2.75 increase from 1/4/21 this would give a yearly salary of £2,183.17. Adding Homeworking Allowance of £104.04 a year gives a total of £2,288.00
32. **Admin / stationary** - I have put this to £50
33. **Subscriptions** - have increased from £290 to £300 (total for this year is £291.37). Note £55 reimbursement from ELPC towards SLCC subscription is in income, however this was not paid in the current year as part of our contribution towards the Zoom payments ELPC have made.
34. **GDPR registration with ICO** - £35
35. **Hall hire for meetings** – have put in £100, not sure when face to face meetings will start again
36. **External Audit** – will not need this during 21/22 year as income and expenditure are not expected to exceed £25,000
37. **Internal Audit** – Have increased from £170 to £190 LRALC Internal Audit service. This will be audit fee for 22/23 year.
38. **Training** – I have put in £50 – **for discussion**
39. **Insurance** – I have kept this at £300
40. **Section 137 donations** – I have put this at £10. We usually only spend £6 on Leics Footpath Association – **for discussion**
41. **Citizens' Advice** - I have not added anything for this – **for discussion**
42. **Village Hall** - £500 rent to Merton College.
43. **Grass cutting** – £1,210.00 entered, £80 a cut for 14 cuts plus extra £20 for strimming bank in March and seven more strims at £10 a strim
44. **Village Signs** - £270 to build up reserve

- 45. Repairs and maintenance Bench, Noticeboards and phone kiosk**– Have entered £500.00 to take into account the repair to bench at Village Hall. Have removed the £60 previously held in reserve for this category. **For discussion**
- 46. Loan repayment** - £3,343.74 as per schedule
- 47. IT equipment plus domain plus website** – Have removed the £200 from reserve and included £400 in budget, to cover domains and also consideration of new laptop. **For discussion**
- 48. Memorial Garden** – nothing in this, we have £478.16 in reserve from donation
- 49. Election Expenses** – £285 in budget each year to go into reserve. Aim to build up £1,300. For next election
- 50. Chairman’s allowance** – I have kept this at £30
- 51. Village improvements** – I have removed this, we have put in £500 for repairs and maintenance, do we need £100 for this category, we haven’t spent it in the past. **For discussion**
- 52. Travel** - I have kept this at £40
- 53. Defibrillator** - £126 annual support fee plus £174 to make total of £300. We did not realise that the cabinet is not covered by Support Agreement, hence the additional for future if we don’t use it in 20/21 we can hold it in reserve
- 54. VAT** – estimate of £100
- 55.** This gives an estimated expenditure of £10,301.74

#### **Balances held – blue section at RHS, bottom**

- 56.** General Reserve– I have increased to £3,300.00 – **Note - this should be 75% of Net Revenue Expenditure. (Joint Panel on Accountability and Governance Practitioners’ Guide section 5.31 to 5.33, Nett Revenue Expenditure is defined as precept less any loan repayment, amount included for capital projects and transfer to earmarked reserves). For the budget suggested in the lilac column the precept is £9,483.00. Deducting Election (£285), Road Signs (£270) which are precepted for to float into Earmarked Reserve and loan repayment £3,343.74 gives £5,584.26, 75% of this is £4,188.20. So the General Reserve is still too low and the council needs to continue to increase this.**
- 57.** Village Hall – this was £3,776.00. Deducting the £3,500 payment to Tim Bale leaves a balance of £276.00
- 58.** IT equipment and Domain – this was £200, but this has now been removed and included in the budget item for this, see note 47 above
- 59.** Election – this was £163. £285 has been floated into this from 20/21 budget, total now £448
60. Memorial Garden donation – £478.16 donation
61. Repairs and Maintenance – this was £60.00 but this has now been removed and included in the budget item for this, see point 46 above
62. Village signs – this had been reduced to take into account expected shortfall of Village Hall Loan account but this is not now the case and so can be put back up to £270 and the £270 from 20/21 budget added to it to give a total of £540

#### **4. Conclusion**

- This gives a suggested budget of £9,483.00 for 21/22. The current budget for 20/21 is £9,198.00, so this is an increase of 285
- This gives a 3.1% increase in precept

- 6.7% increase in Council Tax from £81.47 to £86.92 for a Band D Property.  
£5.45 increase.
- (Note the Tax Base has decreased by 3.4%)