

BUDGET DISCUSSIONS SUMMARY SHEET

In the notes below, S106 income and expenditure is excluded.

	Budget 2020-21	Adjusted Forecast 2020-21 (as at 31/12/2020)	Proposed Budget 2021-22
Income (exc. Precept) 2020-21	£10,530	£23,986	£12,080
Precept 2020-21	£168,470	£168,470	£168,092
Total Income	£179,000	£192,456	£180,172
Total Expenditure	£267,347	£196,997	£270,000
Anticipated Funding from General Reserves	-£88,347	-£4,541	-£89,828
Actual cash at bank (Reserves) y/e 2019/20 (£1,165,450 less S106 £937,952) = £227,498			

Forecast for 2020-2021

The budget income for 2020-2021 was £179,000 and the expenditure forecast was £267,347

This would have required funding from general reserves to the value of £88,347

The revised forecast based on figures to end Q3 shows an anticipated deficit £4,451 to be funded from general reserves

Forecast for 2021-2022

The forecast income for 2021-2022 is £180,172 and the expenditure forecast is £270,000

This will produce a predicted deficit of £89,828 to be funded from general reserves

13th January 2021

Waterbeach Parish Council
DRAFT BUDGET 2021-2022 - Income sheet

Cost Code	Code Title	2020 - 2021			2021 - 2022	Comments
		Budgeted	Actual	Year End Forecast		
	Administration					
7210	Grants & Donations	0	0.00	0		
10053	Grants - Covid Community Fund	0	10,000.00	10,000	0.00 Covid Business Grant £10,000 received FY20-21	
	SUB TOTAL	0	10,000.00	10,000	0.00	
	Cemetery					
4101	Burial fees received	4,000	2,024.00	3,000	4,000.00	
	SUB TOTAL	4,000	2,024.00	3,000	4,000.00	
	Community Care Warden					
10042	Received Income	0	0.00	0	0.00	
	SUB TOTAL	0	0.00	0	0.00	
	Neighbourhood Development Plan					
10032	NDP Income	0	5,000.00	5,000	5,000.00 Grant to be applied for next year	
	SUB TOTAL	0	5,000.00	5,000	5,000.00	
	Other Income					
4003	Bank Interest	1,500	0.00	0	0.00 Needs reviewing - all bank interest currently assigned to S106	
4020	Insurance Claim	0	546.14	546	0.00	
499	Miscellaneous Income	30	30.00	30	30.00	
10021	Tillage Hall Solar Panels FIT	750	713.77	714	750.00	
	SUB TOTAL	2,280	1,289.91	1,290	780.00	
	Personnel Costs					
7001	Staff salaries	0	311.58	312	0	
	SUB TOTAL	0	311.58	312	0.00	
	Precept					
4000	Precept received	168,470	168,470.00	168,470	168,092.00 Assumes no increase in precept from last year - figure adjusted owing to fewer Band D equivalent properties this year	
	SUB TOTAL	168,470	168,470.00	168,470	168,092.00	
	Sports Clubs					
4050	Sports clubs rents	0	0.00	0	0.00	
4051	Cricket Club Rent	500	0.00	0	250.00	
4061	Football Club Rent - Colts Juniors	1,500	770.00	770	750.00 To be offered a 50% reduction FY21/22?	
	Football Club Rent - Colts Seniors					
4071	Bowls Club Rent	1,650	0.00	1,650	750.00 To be offered a 50% reduction in FY 21/22?	
4091	Other pitch income	50	225.00	225	0.00	
	SUB TOTAL	3,700	995.00	2,645	1,750.00	
	Village Green					
4201	Village Green Hire	550	540.00	540	550.00	
6201	Village Green Maintenance	0	1,200.00	1,200	0.00 Cycle racks	
	SUB TOTAL	550	1,740.00	1,740	550.00	
	NET TOTAL	179,000	189,830	192,456	180,172	

Projected surplus income (forecast vs. budget 2020/21) £13,456

Budget income for 21-22 = £180,172.00

Budget expenditure for 21-22 = £270,000.00

Deficit to be funded from general reserves = -£89,828.00

13th January 2021

Waterbeach Parish Council
DRAFT BUDGET 2021-2022 - expenditure sheet

Cost Code	Code Title	2020-2021			Year End Forecast	2021 - 2022	
		Budgeted	Actual at end Q3			Budget	Comments
	Administration						
7101	Audit & Accountancy	2,500	900.00		2,500.00		
7102	Legal & Professional	3,000	0.00		3,000.00		Forecast inc Wellers Hedley Invoice awaited & property revaluations for insurance purposes
7103	Meeting Costs	500	0.00		300.00		
7104	Postage & Stationery	500	254.89		400.00		
7105	Telephone & internet	1,000	676.91		1,020.00		
7210	Grants & Donations	12,000	750.00		10,000.00		
7215	Subscriptions	500	190.26		500.00		Forecast inc SLCC Invoice still to come
7220	Insurance	5,000	3,114.17		5,175.00		Forecast inc NFU Insurance for tractors Budget 21-22 3% increase
7250	Health & safety	1,250	1,889.20		2,000.00		Forecast inc Waste chemicals collection to be organised. for defib battery & pads
270	Election Costs	4,000	0.00		4,000.00		Elections May 2021
7299	Sundry expenses	500	0.00		500.00		
7301	Newsletter	1,000	0.00		1,000.00		Actual = 2 x newsletters for current FY no invoices yet
10024	Councillor Training	450	0.00		450.00		
10035	Bank Charges	175	108.00		175.00		
10053	Grants - Covid Community Fund	0	258.54		500.00		
	Grants - Waterbeach Action For Youth - Match funding contribution	0	0.00		5,000.00		Agreed Council meeting 5th January 2021 - funding for 2 years commencing in current FY.
	SUB TOTAL	32,375	8,121.97		36,520.00		
	CCTV						
10031	CCTV maintenance	1,600	280.00		1,600.00		Possible system upgrade?
	SUB TOTAL	1,600	280.00		1,600.00		
	Cemetery						
6101	Cemetery maintenance	5,000	500.23		5,000.00		Identified works not completed FY20/21
6103	Cemetery rates	900	774.78		900.00		
6104	Cemetery water	50	56.09		100.00		
10046	Grass Cutting	2,500	1,500.00		500.00		Costs for emergency cut only - now we have additional ground staff
	Cemetery Access Road	0	0.00		5,000.00		Estimated initial loan repayments for first year or fund from reserves? (NB for budget - proposal not yet agreed by Council)
	SUB TOTAL	8,450	2,831.10		11,500.00		
	Community Care Warden						
10043	Payments	4,000	0.00		4,000.00		Provision need to be included - eligibility for Evelyn Trust grant expires Jan 2021
	SUB TOTAL	4,000	0.00		4,000.00		

Cost Code	Code Title	Budgeted	Actual at end Q3	Year End Forecast
	Highways Works and Advice			
10047	Highways Payments	15,000	0.00	2,500
	SUB TOTAL	15,000	0.00	2,500
	Library			
6400	Library rent	2,000	1,000.00	1,500
10041	Library equipment	500	0.00	0
	SUB TOTAL	2,500	1,000.00	1,500
	Loan repayments			
7240	Loan repayment 2	2,117	2,116.35	2,116
	SUB TOTAL	2,117	2,116.35	2,116
	Machinery Store / Recreation Ground			
6030	Machinery store equipment	5,000	5,358.98	5,359
6031	Machinery store maintenance	3,000	1,187.00	1,583
6032	Machinery Store Electricity	0	0.00	0
6033	Servicing and Spares - Internal	1,000	875.16	1,167
6034	Fuel	2,000	605.15	807
6035	General Rec costs / Rec Maintenance	2,500	948.95	2,500
6041	Bowls Green maintenance	2,000	952.00	1,604
6051	Cricket Maintenance	600	376.00	400
6052	Cricket Equipment	500	0.00	0
6060	Football Club Equipment	0	0.00	0
6061	Football Pitches maintenance	6,000	440.20	750
6091	Tennis Courts Maintenance	400	0.00	400
1009	Rec. Car Park	500	0.00	0
10029	Recreation Ground Lighting Improvements	2,000	0.00	0
10036	Basketball Court Maintenance	600	105.00	105
10044	Servicing - External	4,500	618.99	2,500
	SUB TOTAL	30,600	11,467.43	17,175
	Neighbourhood Development Plan			
10003	NDP Stationery	500	0.00	100
10004	NDP Meeting Refreshments	0	0.00	0
10012	NDP General Costs	3,475	3,000.00	3,475
	SUB TOTAL	3,975	3,000.00	3,575
	Office			

2021 - 2022	Budget	Comments
	15,000.00	Forecast inc MVAS sign to be purchased and bus bay markings invoice awaited FY20-21. New projects to be identified for FY21-22.
	15,000.00	
	2,000.00	Forecast inc 1 x Qtr rent free FY20-21
	500.00	
	2,500.00	
	2,080.00	April and October
	2,080.00	
	5,000.00	Rolling programme allowance
	3,000.00	
	0.00	
	1,200.00	
	2,000.00	
	3,500.00	
	2,000.00	Forecast inc Air injector machine
	600.00	
	500.00	
	0.00	
	5,000.00	Forecast costs for moss treatment
	400.00	
	2,000.00	? Also tennis court floodlighting. Unlikely to be S106 eligible but check
	600.00	
	4,000.00	Winter servicing works
	29,800.00	
	3,300.00	
	250.00	
	1,450.00	
	5,000.00	

Cost Code	Code Title	2020-2021		
		Budgeted	Actual at end Q3	Year End Forecast
6010	Office equipment	800	1,220.35	1,220
6011	Office maintenance	1,000	1,185.47	1,676
6012	Office electricity	2,000	1,068.64	1,425
6013	Office rates	850	572.23	763
6014	Recreation ground water	600	714.25	952
10010	Office IT	1,200	1,231.03	1,641
10016	Office Cleaning	700	362.17	483
	SUB TOTAL	7,150	6,334.14	8,161
	Other Areas			
6930	Street Furniture	3,000	3,253.82	3,254
10002	Parish Paths	50	0.00	50
10008	Liter and Bins	1,000	0.00	600
1030	Signage	250	0.00	250
	SUB TOTAL	4,300	3,253.82	4,154
	Other Costs			
10014	General Contingency	5,000	0.00	0
10038	New Website	3,000	0.00	0
	SUB TOTAL	8,000	0.00	0
	Personnel Costs			
7001	Staff salaries	119,000	66,230.45	95,730
7002	Staff expenses	500	10.04	50
7003	Training	1,000	134.95	135
7004	PPE	600	441.99	589
7005	Temporary staff	500	0.00	0
7006	Recruitment Costs	250	0.00	0
7007	Payroll costs	550	313.50	550
	SUB TOTAL	122,400	67,130.93	97,054
	Play areas and skate park			
6281	Skate park maintenance	1,000	12.99	50
6282	Play Area Maintenance	3,000	2,046.67	2,500
6283	Chattering play area maintenance	5,000	2,133.40	2,133
	SUB TOTAL	9,000	4,193.06	4,683
	Sports Pavilion			
6020	Sports Pavilion Equipment	0	95.27	100
6021	Sports pavilion maintenance	1,000	255.00	700
6022	Sports pavilion electricity	1,200	532.34	710

2021 - 2022	
Budget	Comments
900.00	Possible new noticeboard
4,000.00	Forecast Inc Old Pav timber treatment (£511). FY 21-22 budget provides for external painting
2,000.00	
860.00	
1,000.00	
1,500.00	Zoom subscription & laptop for clerk
700.00	
10,960.00	
2,500.00	bus shelter repairs completed. FY21-22 - Village Map?
50.00	
1,000.00	
250.00	
3,800.00	
5,000.00	
3,000.00	needs progressing in next FY
8,000.00	
115,000.00	
100.00	
700.00	
800.00	
500.00	
250.00	
550.00	
117,900.00	
1,000.00	Long-term drainage problems to be resolved
3,000.00	
5,000.00	resurfacing quote to-date considerably higher - explore opportunity to apply for grant funding and use contribution as match
9,000.00	
150.00	
1,000.00	Forecast incl call outs (2) to sports pavilion/HI pump
1,000.00	

Cost Code	Code Title	Budgeted	2020-2021		Year End Forecast	2021 - 2022		Comments
			Actual at end Q3			Budget		
10017	Sports Pavilion Cleaning	900	157.50		210	900.00		
	SUB TOTAL	3,100	1,040.11		1,720	3,050.00		
	Street lighting							
6960	Street lighting energy	1,000	279.71		966	1,000.00	Forecast inc. £593.24 invoice not yet processed	
10048	Village Street Lights	3,500	3433.49		3,434	0.00	Actual = 2 x new street lights.	
	SUB TOTAL	4,500	3,713.20		4,400	1,000.00		
	Tillage Hall							
10034	Tillage Hall maintenance	0	0.00		0	0.00		
	SUB TOTAL	0	0.00		0	0.00		
	Tree work							
6940	Tree maintenance	5,000	4,630.00		5,500	5,000.00		
	SUB TOTAL	5,000	4,630.00		5,500	5,000.00		
	Village Green							
6201	Village Green - Maintenance	3,000	3,683.75		4,912	3,000.00	Forecast includes cycle rack costs - counterbalanced by income rec'd £1200 against this	
6202	Village Green Electricity	200	101.59		200	200.00		
6212	Bus shelter electricity	80	55.74		74	90.00		
	SUB TOTAL	3,280	3,841.08		5,186	3,290.00		
	NET TOTAL	267,347	122,953.19		196,997	270,000		

Projected expenditure vs. budget 20/21 (under) spend £70,350

13th January 2021