

Fontmell Parish Council														
Budget & Spend 2018-2019														
Period	Parish Clerk/Admin	Web site costs	Cllrs Travel Expenses	Stationery & Postage	information comms	Maintenance including grass cutting	insurance	Training costs	DAPTC/SLCC subs	Miscellaneous	Neighbourhood plan costs from precept	Grants	TOTAL	Neighbourhood costs covered by grants/repayment of grants
Budget	4,032.00	120.00	50.00	0.00	35.00	400.00	750.00	250.00	310.00	1,000.00	350.00	0.00	7,297.00	
Apr	336.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	336.00	0.00
May	336.00	130.00	0.00	0.00	0.00	75.00	718.80	80.00	55.24	269.50	0.00	0.00	1,664.54	187.80 repayment
Jun	336.00	0.00	0.00	0.00	0.00	85.00	0.00	3.75	238.54	0.00	0.00	0.00	663.29	0.00
Ist Qtr	1,008.00	130.00	0.00	0.00	0.00	160.00	718.80	83.75	293.78	269.50	0.00	0.00	2,663.83	187.80
Jul	336.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	200.00	561.00	196.30
Aug	336.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	386.00	
Sep	372.50	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	422.50	1119.32
2nd Qtr	1,044.50	0.00	0.00	0.00	0.00	125.00	0.00	0.00	0.00	0.00	0.00	200.00	1,369.50	1315.62
Half Year Total	2,052.50	130.00	0.00	0.00	0.00	285.00	718.80	83.75	293.78	269.50	0.00	200.00	4,033.33	1,503.42
Oct	336.00	0.00	0.00	0.00	0.00	25.00	0.00	17.50	0.00	0.00	0.00	500.00	878.50	100.00
Nov	336.00	0.00	0.00	0.00	0.00	579.80	0.00	0.00	0.00	0.00	0.00	0.00	915.80	129.20
Dec	372.50	0.00	0.00	0.00	0.00	0.00	0.00	52.56	0.00	0.00	0.00	0.00	425.06	0.00
3rd Qtr	1,044.50	0.00	0.00	0.00	0.00	604.80	0.00	70.06	0.00	0.00	0.00	500.00	2,219.36	229.20
Jan	336.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	624.00	0.00	0.00	985.00	0.00
Feb	336.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	436.00	0.00
Mar	336.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	361.00	0.00
4th Qtr	1,008.00	0.00	0.00	0.00	0.00	50.00	0.00	100.00	0.00	624.00	0.00	0.00	1,782.00	0.00
Spend 31/03/19	4,105.00	130.00	0.00	0.00	0.00	939.80	718.80	253.81	293.78	893.50	0.00	700.00	8,034.69	1,732.62
Balance	(73.00)	(10.00)	50.00	0.00	35.00	(539.80)	31.20	(3.81)	16.22	106.50	350.00	(700.00)	(737.69)	
	*anticipated costs												total expenses inc VAT & NP as at 31.12.2018 = £8421.53	
	Parish Clerk/Admin includes fees for PAYE bookkeeper													
	Maintenance including grass cutting last year there were no invoices from Vale Gardens from Dec to March but have allowed for some work during that period this year.													
	Training provision has been made to cater for new members and the new training policy													
	Miscellaneous this anticipates some costs will be incurred seeking professional advice on planning matters													

FONTMELL MAGNA PRECEPT PLANNING

This document is a summary of the key information compiled to assist the PC in setting the 2019/20 Precept. The PC must consider an appropriate precept to cover: a) the costs it is likely to incur in 2019/20; b) a realistic contingency and; c) safe guarding the PC's reserves.

Issues facing FMPC in 2019/20 & future years

Main expense paid Clerk – should the Clerk be given a pay rise in line with local government pay rises?

What expenses should be included in this and future Precept?

What local community issues should be included in the Precept e.g. grants for community services?

What services will be moved from District & County to Parishes – difficult to determine at this stage until after the formation of the Unitary Authority

Election costs – there will be a Parish Council election in May 2019 at the same time as the elections for the Unitary Authority. Some of the costs will be re-charged to the Parish Council. There will be no costs if the election is uncontested. In accordance with the guidance the PC should consider how much local interest there is likely to be and how many candidates are likely to stand for the local election.

Professional service costs – there are currently two major developments being proposed for Fontmell Magna and the PC should consider making a provision for the costs of taking professional advice.

FMPC reserves – the general rule is that the reserves should not exceed one year's precept.

	Budget 2018/19	Estimated Actual 2018/19	Budget 2019/20	Comments
Clerk's salary & admin expenses	£4032.00	£4105.00	£4186.00	*1
Website costs	£120.00	£130.00	£130.00	
Travel expenses	£50.00	£nil	£50.00	
Stationary & Postage	£50.00	£nil	£50.00	
Information Commissioner	£35.00	£nil	£nil	*2
Maintenance including grass cutting	£400.00	£939.00	£500.00	*3
Insurance	£750.00	£718.80	£750.00	
Training costs	£250.00	£253.81	£300.00	*4
DAPTC/SLCC	£310.00	£293.78	£310.00	
Miscellaneous/contingency Planning	£1000.00	£893.50	£500.00 £936.00	*5
Neighbourhood Plan costs from Precept	£350.00	£nil	£312.00	*6
Grants	£nil	£700.00	£500.00	*7

Total	£7297.00	£8033.89	£8474.00	Suggested precept £8500.00
Playground grants requested				*8
Contribution to Annual costs			£500.00	
Contribution to replacement of surface			£1500.00	
Total to 31/03/2020			£10,474.00	Tbc

*1 Includes Bookkeeper at £73 and a 2% pay rise to take effect from 1st April 2019 which is £10.71 per hour

*2 The fee for the Information Commissioner registration was reviewed and it was concluded that the Parish Council did not need to be registered.

*3 Includes £579.00 for the repair of the Bedchester notice board. The anticipated costs reflect that in 2018/19 no costs were incurred on the maintenance of the war memorial from December to March. The 2019/20 allows for a small contingency for maintenance of the war memorial. It is not anticipated that either of the notice boards will need any maintenance in 2019/20 and any tidying up of the pump house can come from the contingency.

*4 The anticipated figures and budget cater for the new training policy.

*5 a. As above there are 2 major developments proposed for Fontmell Magna a provision should be made for the costs of professional advice. The anticipated costs for 2018/19 allow for £624.00 in 2018/19 and the proposed budget has a provision of £936.00 i.e. 2.5 days in total.

b. A provision for the costs of the 2019 election should be made. If the election is not contested the costs will be £nil. For a contested election using the electoral costs calculator supplied by DCC the costs are likely to be in the region of £1053.00 if the election is contested. For the purposes of this estimate it is assumed that the election will not be contested. The above figures contain a contingency figure of £500.00.

*6 By November 2018 the Neighbourhood Plan should be adopted. In the following years the Neighbourhood Plan will need to be reviewed. A provision of £312 i.e. ½ a day of the Planning Consultant's time has been made.

*7 No provision was made in 2018/19 for grants as no grants had been made in 2017/18. In 2018/19 grants were made for the maintenance of the Church graveyard and for the Bedchester defibrillator. It is assumed that no grant will be needed for either defibrillator in 2019/20.

*8 No provision has been made in this year's accounts in respect of any grant to the Village Hall. It is therefore suggested that if any grant is made this is included in the budget for next year. If the value of a grant exceeds £2,000 in any one year the Council must make it a condition that a written report is provided on how the money has been used. It is also good practise to ask Applicants to produce financial statements and details of other fund-raising activities.

The S.137 limit for 2019/20 is £8.12 x 680 (the number of electors) = £5,521.60. This refers to a section of the Local Government Act 1972, usually known simply as “Section 137”, which enables a local council to incur expenditure which is “in the interests of and will directly benefit its area or any part of it and some or all of its inhabitants”. Under the LGA 1972 it would appear that the Parish Council has a specific power to give grants for recreational purposes and therefore a grant for the play area should not fall within S.137 but in any event the amount of the grant sort is less than the S.137 limit.

Anticipated reserves at the year end 2018/19 ignoring NP* and VAT:

**except NP expenses paid by PC*

Opening balance £8923.15
 Plus Precept £7000.00
 Plus anticipated interest £6.00

Total income: £15,929.15

Less expenses to 31/12/2018: £6251.89
 Less anticipated expenses: £1782.00 (assuming a further £624.00 is spent on professional advice this year)

Total Expenses: £8033.89

Estimated Balance 2018/19: £7895.26

Plus 2019/20 precept £8500.00
 And Interest £6.00
 Less Expenses £8474.00 (assuming the election is uncontested and the costs of professional advice are incurred)

Estimated Balance 2019/20: £7927.26

Inc. grants to Village Hall: £5927.26

FM Parish Precept 5 year Summary

Year	Precept	Value	Band D	Range of Annual amount per household
2013/14	3470	325.40	10.66	
2014/15	3500	331.30	10.56	
2015/16	1618	331.20	4.88	
2016/17	2050	328.80	6.23	4.15 Band A to 12.50 to Band H
2017/18	7000	330.20	21.19	14.12 to 42.38
2018/19	7000	324.80	21.55	14.36 to 43.10
2019/20	8500	333.30*	25.50	17.01 to 51

*This equates to £3 for every £1000 of precept asked for a band D property.