

# Chelmondiston Parish Council

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## Budget and Precept Papers 2021 – 2022

### Background

The Finance Advisory Group virtually met on the 27<sup>th</sup> of October 2020 and the 6<sup>th</sup> of January 2021 to discuss the budget and the precept.

#### 1. Current Budget 2020 – 2021 – Bank Information:

Bank Mandate Signatories

Direct Debit – ICO

Direct Debit - Nest

**To approve before consideration by Full Council**

#### 2. Current Budget 2020 -2021 – Statutory Documents:

Standing Orders

Financial Regulations

Financial Risk Assessment

Statement of Internal Control

**To approve before consideration by Full Council**

#### 3. Precept 2021 -2022 – Consideration of Amount:

What a dilemma. At the moment the tax base for all councils is unavailable. Our tax base (due to the seven dwellings) should increase but the information is not available until November.

**I propose the following:**

This precept is a draft and when the tax bases are released, we virtually meet again, just to consider.

**PRECEPT 2020-2021:**

**£26,829.00 divided by 409.95 = £65.44**

So, Chelmondiston 'typical band D property' (one household) pays £65.44 towards the spending requirements over the year to the parish council. That equates to £5.46 per month.

**PRECEPT 2021 -2022:**

**£28,000.**

**£28,000.00 divided by £409.95(tax base 2020-2021) = £68.30**

So, Chelmondiston 'typical band D property' (one household) pays £68.30 towards the spending requirements over the year to the parish council. That equates to £5.69 per month. Which equates to an increase of £2.76 per household for the total year.

**Or keep the Precept at £26,829.00.**

**4. Budget 2021- 2022 – Earmarked Reserves:**

This will depend on the expenditure in the Financial year of 2020 – 2021.

The Earmarked reserves areas are: N/Plan, Waste Centre, CIL, Covid – 19 Grant, SPCC. Tennis Courts £5,000.00 to be transferred to the General Reserves.

**Total of £37,000.00 approx**

**5. Budget 2021 -2022 – Parish Clerk/RFO Salary:**

This has been dilemma for me. Due to only 6 members at present, my workload yet again increases and has increased. Covid – 19 has also seen an increase in the workload. However, I do not feel comfortable in asking for an increase in hours or an increase to the next level on the pay spine.

**I will request the following:**

23 hours overtime and

An increase in the working from home allowance. I have not requested an increase since commencing employment with the Parish Council. My current allowance is £3.85 per week.

The maximum I can claim (tax free) is £6.00 per week. I would like it request this amount, which would be an increase of £2.15 per week.

## **6. Budget 2021 – 2022: Grant Information:**

**I have inputted all the Grant Requests.**

The Village Hall is not asking for a grant

The Church amount is the grant from 2020 – 2021 as well as 2021 - 2020 – which has not been paid due to concerns with the grant being unlawful. Hopefully this matter should be resolved at the November 2020 Full Council Meeting. Please note I have not sent them a grant form for 2021 – 2020 until a decision has been made.

Holbrook Academy, Chelplin Players and Peninsula Drama are the grants from 2020 -2021 carried forward. They did not happen due to Covid – 19.

Several other grants: Good neighbours, etc are continued from year on year.

Chelmondiston Playing Field: £18,085.00 request. Request a contribution to a replacement climbing frame.

Information on grant requests are attached where applicable.

## **7. Budget 2021 -2022 – Bank Information:**

Bank Mandate Signatories

Direct Debit – ICO

Direct Debit - Nest

**To approve these documents before consideration by Full Council.**

**For 2021 -2022 to be approved so that the documents run from April.**

**TOTAL: £36,119.53**

**RECEIPTS 2021 -2022: £40,721.12**

**(PLEASE REMEMBER THERE IS £3,250.00 IN THAT AMOUNT FOR ALLOCATION OF RECEIVED GRANTS AND THAT CAN ONLY BE USED FOR CERTAIN COST CENTRES IT IS NOT WORKING CAPITAL FUNDS)**

**TENNIS COURT: £5,000.00 (MOVED INTO GENERAL RESERVES)**

**TOTAL: £81,840.65**

**PAYMENTS: £81,143.02**

**GRAND TOTAL: £697.63**

**(Please note I HAVE NOT INCLUDED THE EARMARKED RESERVES  
OF £37,000.00 AS THEY ARE EARMARKED)**

**8. Budget 2021 – 2022 – Statutory Documents**

Standing Orders/Financial Regulations/Financial Risk Assessment/ Statement of Internal Control

**To approve these documents before consideration by Full Council.**

### **Conclusion:**

2020-2021 has been a unique year for everyone due to Covid -19.

I would suggest the precept remains at £26,829.00 and manage the payments prudently and save where we can and look for grants.