

WORKING DOCUMENT - Melksham Without Parish Council FINAL Budget for 2020/21
Approved by Full Council 20th January 2020

INCOME

		2018-19	Current Year			2019/20			Next Year 2020/21				
		Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End				Draft Budget			
1	General Account Income												
	110												
2	1076 Precept	£190,092	£201,108			£201,108							
3	1080 Bank Interest Received	£130	£0			£2,000				£2,000			
4	1100 Grants and Donations	£1,250	£1,000			£0				£0			
5	1120 Shaw VH and Playing Field-Rent	£10	£10			£10				£10			
6	1130 Photocopying and YE Account	£93	£50			£50				£50			
7	1140 Solar Farm Community Fund	£5,703	£6,000			£5,842				£5,842			
8	1170 Wiltshire Council Contribution (including s106)	£5,000	£0			£0				£0			
9	1200 Donations & Contributions	£591	£0			£0				£0			
10	1400 Crown Chambers - Room Hire	£10	£0			£0				£0			
11	1420 Community Infrastructure Levy	£24,381	£77,808			£260,564				£164,400			
12	1430 Wessex Water Compensation	£100	£0			£100				£0			
13										£600			
14	350 CIL												
15	1420 Community Infrastructure Levy	on Rialtas the figure is on this cost code	£0										
16	400 S106												
17	1170 Wiltshire Council Contribution	£15,433	£0			£0				£125,000			
18	GENERAL ACCOUNT INCOME (including Precept)	£242,793	£285,976	£0	£0	£469,674	£0	£0	£0	£297,902			
19	Jubilee Sports Field Income												
	210												
19	1210 Football Bookings	£2,630	£2,000			£2,800				£2,800			
20	1220 Football Ad Hoc Bookings	£20	£0			£0							
21	1260 Non football bookings	£70	£220			£50				£100			
22	SPORTS FIELD INCOME	£2,720	£2,220	£0	£0	£2,850	£0	£0	£0	£2,900			
23	310 Allotment Income												
24	1310 Berryfield Allotment Rents	£1,100	£1,100			£1,821				£1,100			
25	1320 Briansfield Allotment Rent	£1,019	£959			£1,715				£959			
26	ALLOTMENT INCOME	£2,119	£2,059	£0	£0	£3,536				£2,059			
27	142 Parish Amenities Income												
	1440												
27	1440 (Maintenance grant)	£97,384				£0				£0			
28	Parish Amenities income	£97,384	£0										
28	TOTAL INCOME	£345,016	£290,255	£0	£0	£476,060	£0	£0	£0	£302,861	£0	£0	£0

Precept £221,234
 (This is not included on this spreadsheet as we needed to know all draft income and expenditure so that the precept figure can be worked out.)

EXPENDITURE

Cost Code	2018/19		Current Year				2019/20			Next Year 2020/21			
	Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End	Estimated Year End from Reserves	Estimated Year End from CIL	Estimated Year End from Solar	Draft Budget	Budgeted from Reserves	Budgeted from CIL	Budgeted from Solar Farm Funding	
	ADMINISTRATION												
30	120	Administration costs											
31	4042	TAX - PAYE Chair Allow	£144	0									
32	4070	Chairs Allowance	£629	780			780			£796			
33	4080	Members Training	£77	100			330			£100			
34	4090	Members Expenses	£17	50			30			£50			
35		Election costs					6000	6000		£0			
36	4100	Audit Fees	£900	925			525			£1,450			
37	4120	Postage	£1,214	1200			1000			£1,100			
38	4130	Photocopying	£1,373	1920			2000			£2,035			
39		New copier											
40	4140	Bank Charges	£111	200			108			£108			
41	4150	Admin and Stationery	£911	1000			1000			£1,017			
42	4155	Refreshments Comm Events	£6	100			150			£150			
43	4160	Minute Books Binding	£0	95			208			£220			
44	4170	Website Hosting/Domain Renewal	£0	0			0						
45	4175	Email & Cloud hosting (office 365)	£0	900			913			£930			
46	4180	IT Support	£775	900			160			£300			
47	4185	Accountancy Support (Rialtas)	£0	600			255			£850			
48	4190	Telephone/Broadband/Line Rent	£2,763	2900			2040			£2,075			
49	4195	Wifi Connection for meetings	£76	130			134			£137			
50	4200	Room Hire	£1,390	2280			400			£200			
51	4210	Safety/PAT Check	£401	150			0			£0			
52	4220	Chairman's Bnd/Chain of Office	£0	100			0			£100			
53	4230	Advertising	£508	250			550			£500			
54	4240	Quarterly Newsletter	£570	580			1000			£1,000			
55	4250	Land Search Fee	£52	50			50			£50			
56	4280	Building Insurance - Crown Cha	£409	0			0			£0			
57	4300	Electricity - Crown Chambers	£423	0			0			£0			
58	4330	Rates - Crown Chambers	£966	0			0			£0			
59	4351	New Equip & Furniture	£5,553	75			110			£75			
60	4352	Office Relocation	£3,833	0			0			£0			
61	4370	Cleaning Materials	£69	50			100			£100			
62	4380	Cleaning - Contractor	£42	240			25			£100			
63	4390	Professional Services & Planning	£755	1500			300			£300			
64	4391	GDPR Compliance	£1,695	110			0			£0			
65	4575	Village Halls & Play Areas ** not used under this cost centre for Admin/Office**											
66	4720	Repairs & Maintenance - Office	£16	50									
67	4730	Miscellaneous											
68		ADMINISTRATION COST EXPENDITURE	£25,678	£17,235	£0	£0	£18,168	£6,000	£0	£0	£13,743	£0	£0
69	140	Council Office Costs											
70	4270	Office Rent - Crown Chambers	£2,510	0			0			£0			
71		COUNCIL OFFICE EXPENDITURE	£2,510	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0

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130	Staffing											
72	4000	Clerk's Salary	£61,290				Estimated Year End Salaries				Total Budgeted Salaries	
73	4010	Finance & Amenities Office Salary		£78,572			£78,167				£93,493	
74	4020	Parish Officer Salary										
75	4030	Assistant Finance Officer										
76	4040	NI & Tax - EmployEE										
77	4041	NI - EmployER	£0	6500			9437				£11,525	
78	4044	Superannuation - EmployEE	£4,155	0								
79	4045	Superannuation - EmployER	£14,082	15000			11100				£17,288	
80	4047	TAX - PAYE OFFICE	£16,158	0								
81	4048	Office Staff Mileage & Parking	£248	150			150				£150	
82	4055	Staff Training	£1,858	600			415				£1,000	
83	4060	Staff DBS	£0	75			150					
84		STAFFING EXPENDITURE	£90,455	£91,117			£89,639	£0	£0	£0	£113,481	£0
85		TOTAL ADMINISTRATION EXPENDITURE	£118,643	£108,352	£0	£0	£107,807	£6,000	£0	£0	£127,224	£0

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PARISH AMENITIES												
142 Parish Amenities												
86 1190 Defibrillator	£0	0			1652				£775			
87 4050 Caretaker Travel Allowance	£570	570			570				£570			
88 4051 Caretaker Mileage & Parking	£565	600			600				£600			
90 4054 TAX - PAYE PARISH Refreshments Comm Events	£1,980	0										
91 4155	£18	0										
92 4281 Insurance	£3,055	0			2816				£2,850			
93 4350 New Equipment for Parish Caretaker	£221	5000			5750				£200			
94 4385 Play Area Safety Surface Clean	£0	1300			1380				£1,380		£0	
95 4400 Play Area - Grass Cutting	£2,747	2536			2536				£4,680		£0	
96 4410 ROSPA Inspections	£490	520			480				£630			
97 4415 Tree Inspections and Work	£3,602	0			860				£750			
98 4420 St Barnabas Annual Rent	£10	10			10				£10			
## 4460 Caretaker Salary												
## 4480 Equip Hire & Petrol for Mower	£8	0			50				£50			
## 4490 Repair & Maintenance - Parish	£4,966	2500			4800		3390		£250			
## 4500 Weedspraying	£1,345	1360			1345				£2,690		£2,690	
## 4510 CATG Contributions	£1,737	5500			382	0	382		£14,250		£14,250	
## 4540 Speed Indicator Device	£406	1650			900		2300	900	£3,900			£3,900
## 4560 Shaw & Whitley Flood Resource	£405	600			700				£810		£380	£450
## 4570 Flood Prevention (DEFRA)	£0	0			0				£0			
## 4575 Village Halls & Play Areas	£52,032	0			0				£41,400	£16,500	£24,900	
## Drinking Water Fountains					6000		6000	300				£1,800
## NEW CODE NEEDED New Berryfield Village Hall project					12100		12100		£20,300		£20,300	
## 4590 Street Furniture (including Age Friendly seating project)	£3,665	1000			3755	1250			£1,500		£1,500	
## 4600 Bus Shelters Cleaning	£300	0			600				£600			
## 4780 Play Area - Bin Emptying	£228	0			210				£225			
## 4820 Shumhold Fields Project SHOW SPLIT OF CAPEX AND MAINTENANCE IN TWO COSTCODES ? Use this one for Maintenance Expenditure	£1,119	0			6026	6026			£5,252	£5,252		
## Shumhold Fields Project Capital Expenditure					£14,458		14458		£3,500		£3,500	
## PARISH AMENITIES EXPENDITURE	£86,380	£32,326	£0	£0	£77,160	£7,276	£38,630	£1,200	£116,535	£21,752	£64,810	£8,840

		£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	
Cost Code		2018/19	Current Year	2019/20							Next Year 2020/21			
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	Jubilee Sports Field Expenditure													
##	220 Tel/BBand/LT - % JSF Use	£86	0											
##	4212 Safety/PAT Check - % JSF Use- Leginella & Fire	£3,311	3200			3200					£3,400			
##	4282 Insurance - % JSF Use	£2,100	2200			2816					£2,850			
##	4302 Electricity - % JSF Use	£784	800			1750					£1,900			
##	4312 Gas - % JSF Use	£2,356	0			1000					£1,100			
##	4322 Water and Sewage - % JSF Use	£458	260			800					£900			
##	4381 Cleaning Contractor - % JSF Us	£2,314	1300			2856					£2,856			
##	4401 JSF Grass Cutting/Line Marking	£4,876	7990			5500		0			£6,000			
##	4405 JSF Hedge Maintenance	£0	200			0					£0			
##	4430 Rates - % JSF Use	£835	835			835					£835			
##	4700 Grass Cutting extra to Cntrct	£33	0			0					£0			
##	4721 Repairs & Maintnence - JSF	£1,495	250			2825	1974				£1,500			
##	4730 Miscellaneous	£60	0											
##	4740 JSF Spiking	£0	180			120					£180			
##	4750 Deep Clean	£350	400			390					£390			
##	4770 Waste Collection - %JSF Use	£791	600			600					£625			
##	4781 JSF Bin Emptying	£986	910			910					£950			
##	4791 Boiler Servicing - % JSF Use	£400	600			600					£600			
##		£21,235	£19,725	£0	£0	£24,202	£1,974	£0	£0	£24,086		£0	£0	

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COMMUNITY SUPPORT												
170 Community Support												
## 4451 Young Melksham	£2,500	2500			125				£2,500			
## 4610 Section 137 Grant	£13,925	8500			1210				£8,500			
## 4620 Village Hall Grants	£8,250	8250			0				£8,250			
## 4630 Other Grants (TIC - Section 144)	£500	650			0				£650			
## 4650 Subscriptions	£1,594	1550			1550				£1,550			
## 4670 Melks Public Toilets Contrib	£6,178	7500			7500				£7,500			
## Real Time Information in Bus Shelters									£0			
## 4680 Neighbourhood Plan	£832	1000			4304	3304			£2,000			
##	£33,779	£29,950	£0	£0	£14,689	£3,304	£0	£0	£30,950	£0	£0	£0
180 Joint Ventures												
## 4690 New Train Station Contrib	£0	5000							£3,500		£3,500	
## Age Friendly Project Consultant					1071	1071						
## 4695 To mark entrance of Bowerhill estate	£0	5000			5000		5000		£2,000		£2,000	
##	£0	£10,000	£0	£0	£6,071	£1,071	£5,000	£0	£5,500	£0	£5,500	£0
## COMMUNITY SUPPORT EXPENDITURE	£33,779	£39,950	£0	£0	£20,760	£4,375	£5,000	£0	£36,450	£0	£5,500	£0

##		TOTAL EXPENDITURE	£262,122	£202,333	£0	£0	£234,460	£22,087	£43,630	£1,200	£306,357	£21,752	£70,310	£8,840
Cost Code		2018/19	Current Year		2019/20				Next Year 2020/21					
		Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End	Estimated Year End from Reserves	Estimated Year End from CIL	Estimated Year End from Solar Farm Funding	Draft Budget	Budgeted from Reserves	Budgeted from CIL	Budgeted from Solar Farm Funding	
##	TOTAL INCOME	£345,016	£290,255			£476,060				£302,861				
##	LESS TOTAL EXPENDITURE	£262,122	£202,333			£234,460				£306,357				
##		£82,894	£87,922			£241,600				£3,496				
MOVEMENTS TO RESERVES														
	Moving funds to reserves for future projects (inc CIL Reserve)		£166,098			£314,839				£327,800				
	Less spending from reserves (including CIL reserve)		£77,969			£83,717				£110,062				
	TOTAL to move to Reserves	£30,971	£88,129			£231,122				£217,738				
TOTAL BALANCE AFTER MOVEMENTS TO/FROM RESERVES														
		£51,923	£-207			£10,478				£-221,234				
TOTAL BALANCE IN RESERVES														
		£323,414	£411,543			£554,535				£772,273				
GENERAL RESERVE (C/F FROM 31/3/2018)														
		£10,849	£10,849			£8,128				£10,849				
		£334,263	£422,392			£562,663				£783,122				
Legal Power														
		2018-19	Current Year		2019/20				Next Year 2020/21					
		Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End	Estimated Year End from Reserves	Estimated Year End from CIL	Estimated Year End from Solar Farm Funding	Draft Budget	Budgeted from Reserves	Budgeted from CIL	Budgeted from Solar Farm Funding	
	Expenditure summaries													
	General Expenditure	£238,802	£180,628			£205,728				£280,209				
	Sports Field Expenditure	£21,235	£19,725			£24,202				£24,086				
	Allotment Expenditure	£2,085	£1,980			£4,530				£2,062				
	TOTAL	£262,122	£202,333			£234,460				£306,357				