

WORKING DOCUMENT - Melksham Without Parish Council FINAL Budget for 2021/22
 Approved by Full Council 25th January 2021

INCOME

		Last Year 2019/20	Current Year 2020/21						Next Year 2021/22				
		Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End				Draft Budget			
Cost Code										Precept £217,977.05 (Not included in the spreadsheet for 21/22 as this spreadsheet is designed to calculate the precept required ie: expenditure less income = precept)			
1	110 <u>General Account Income</u>												
2	1076 Precept	£201,108	£221,234			£221,234							
3	1080 Bank Interest Received	£2,162	£2,000			£0				£0.00			
4	1100 Grants and Donations	£0	£0			£0				£10,000.00			
5	1120 Shaw VH and Playing Field-Rent	£10	£10			£10				£10.00			
6	1130 Photocopying and YE Account	£74	£50			£50				£50.00			
7	1140 Solar Farm Community Fund	£5,842	£5,842			£38,008				£5,842.00			
	1150 COVID-19 Grants	£0	£0			£10,570				£0.00			

		Last Year 2019/20	Current Year 2020/21							Next Year 2021/22			
		Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End				Draft Budget			
8	1170	Wiltshire Council Contribution (including s106)	£0	£0						£0.00			
11	1420	Community Infrastructure Levy (CIL)	£335,300	£164,400									
12	1430	Wessex Water Compensation	£0	£0		£230				£0.00			
13													
14	350	CIL											
15	1420	Community Infrastructure Levy	£0	£0		£304,263				£6,137.80			
16	400	S106											
17	1170	Wiltshire Council Contribution	£0	£125,000		£183,540				£0.00			
18		GENERAL ACCOUNT INCOME (including Precept)	£544,496	£518,536	£0	£0	£757,905	£0	£0	£0	£22,039.80		

		Last Year 2019/20	Current Year 2020/21							Next Year 2021/22			
		Actual	Budget	Budgeted from Reserves	Budgeted from CIL	Estimated Year End				Draft Budget			
	Jubilee Sports Field												
210	Income												
19	1210 Football Bookings	£2,835	£2,800			£800				£5,500.00			
20	1220 Football Ad Hoc Bookings	£230	£0			£81				£100.00			
21	1260 Non football bookings	£50	£100			£0				£120.00			
22	SPORTS FIELD INCOME	£3,115	£2,900	£0	£0	£881	£0	£0		£5,720.00			

		Last Year 2019/20	Current Year 2020/21							Next Year 2021/22				
		Actual	Budget	Budgeted	Budgeted	Estimated				Draft Budget				
23	310	Allotment Income												
24	1310	Berryfield Allotment Rents	£955	£1,100			£2,359			£1,342.50				
25	1320	Briansfield Allotment Rent	£857	£959			£2,088			£1,170.00				
26		ALLOTMENT INCOME	£1,812	£2,059	£0	£0	£4,447			£2,512.50				
	142	Parish Amenities												
27	1440	Shurnhold Fields Income	£0	£0			£5,000							
28		Parish Amenities income	£0	£0										
29		TOTAL INCOME	£549,423	£523,495	£0	£0	£763,233	£0	£0	£0	£30,272.30	£0	£0	£0

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WORKING DOCUMENT - Melksham Without Parish Council DRAFT Budget for 2021/22

EXPENDITURE

Cost Code		Last Year 2019/20	Current Year 2020/21							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	Draft Budget	Budgeted from Reserves	Budgeted from CIL	Budgeted from Solar Farm Funding
	ADMINISTRATION												
	Administration costs												
30	120												
31	4042	TAX - PAYE Chair Allow	£0.00	£0.00			£0.00						
32	4070	Chairs Allowance	£772.00	£796.00			£802.00			£802.00			
33	4080	Members Training	£265.00	£100.00			£100.00			£1,000.00			
34	4090	Members Expenses	£17.00	£50.00			£25.00			£50.00			
35		Election costs					£0.00			£0.00			
36	4100	Audit Fees	£1,975.00	£1,450.00			£1,450.00			£1,500.00			

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37	4120 Postage	£952.00	£1,100.00			£700.00				£700.00			
38	4130 Photocopying	£1,846.00	£2,035.00			£1,500.00				£500.00			
40	4140 Bank Charges	£127.00	£108.00			£155.00				£156.00			
41	4150 Admin and Stationery	£1,547.00	£1,017.00			£1,000.00				£1,024.00			
42	4155 Refreshments Comm Events	£118.00	£150.00			£0.00				£150.00			
43	4160 Minute Books Binding	£208.00	£220.00			£0.00				£200.00			
44	4170 Website Hosting/Domain Renewal	£0.00	£0.00										
45	4175 Email & Cloud hostimg (office 365)	£913.00	£930.00			£930.00				£937.00			

Cost Code		Last Year 2019/20	Current Year 2020/21							Next Year 2020/21			
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46	4180	IT Support	£460.00	£300.00			£300.00			£600.00			
47	4185	Accountancy Support (Rialtas)	£815.00	£850.00			£820.00			£850.00			
48	4190	Telephone/Broadband/Line Rent	£2,191.00	£2,075.00			£2,800.00			£2,100.00			
49	4195	Wifi Connection for meetings	£133.00	£137.00			£137.00			£0.00			
50	4200	Room Hire	£500.00	£200.00			£144.00			£200.00			
51	4210	Safety/PAT Check	£122.00	£0.00						£122.00			
52	4220	Chairman's Brd/Chain of Office	£0.00	£100.00			£0.00			£100.00			
53	4230	Advertising	£400.00	£500.00			£500.00			£500.00			
54	4240	Quarterly Newsletter	£743.00	£1,000.00			£1,500.00			£2,000.00			

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55	4250	Land Search Fee	£42.00	£50.00			£25.00			£50.00			
	4271	Office Utilities	£1,500.00	£0.00			£1,000.00			£1,500.00			
56	4280	Building Insurance - Crown Cha											
57	4300	Electricity - Crown Chambers											
58	4330	Rates - Crown Chambers											
59	4351	New Equip & Furniture	£118.00	£75.00			£3,030.00	£3,000.00		£3,600.00			
60	4352	Office Relocation	£0.00	£0.00			£0.00			£0.00			
61	4370	Cleaning Materials	£164.00	£100.00			£50.00			£100.00			
	4372	Covid-19 Measures	£0.00	£0.00			£2,500.00	£2,500.00		£500.00			

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62	4380	Cleaning - Contractor	£64.00	£100.00			£900.00	£800.00		£800.00			
63	4390	Professional Services & Planning Applications	£267.00	£300.00			£100.00			£300.00			
64	4391	GDPR Compliance	£110.00	£0.00			£110.00			£110.00			
66	4720	Repairs & Maintenance - Office	£8.00	£0.00			£0.00			£50.00			
68		ADMINISTRATION COST EXPENDITURE	£16,377.00	£13,743.00	£0.00	£0.00	£20,578.00	£6,300.00	£0.00	£0.00	£20,501.00	£0	£0
69	140	Council Office Costs											
70	4270	Office Rent - Crown Chambers											
71		COUNCIL OFFICE EXPENDITURE	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0	£0	£0

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130	Staffing												
72	4000 Clerk's Salary	Total Salaries	Total budgeted Salaries			Estimated Year End Salaries				Total budgeted Salaries			
73	4010 Finance & Amenities Office Salary	£76,068	£93,493			£94,481				£96,231			
74	4020 Parish Officer Salary												
75	4030 Assistant Finance Officer												
76	4040 NI & Tax - EmployEE												
77	4041 NI - EmployER	£5,921.00	£11,525.00			£8,000.00				£12,000.00			
78	4044 Superannuation - EmployEE												
79	4045 Superannuation - EmployER	£13,451.00	£17,288.00			£17,000.00				£17,500.00			
80	4047 TAX - PAYE OFFICE												
81	4048 Office Staff Mileage & Parking	£139.00	£150.00			£50.00				£100.00			
82	4055 Staff Training	£365.00	£1,000.00			£500.00				£800.00			
83	4060 Staff DBS	£111.00	£0.00			£0.00				£0.00			
84	STAFFING EXPENDITURE	£86,908.00	£113,481.00			£109,768.00	£0.00	£0.00	£0.00	£116,618.00	£0	£0	£0
85	TOTAL ADMINISTRATION EXPENDITURE	£103,285.00	£127,224.00	£0.00	£0.00	£130,346.00	£6,300.00	£0.00	£0.00	£137,119.00	£0	£0	£0
	PARISH AMENITIES												

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86	142	Parish Amenities											
87	1190	Defibrillator	£1,678.00	£775.00		£1,000.00				£756.00			
88	4050	Caretaker Travel Allowance	£570.00	£570.00		£617.50				£570.00			
90	4051	Caretaker Mileage & Parking	£575.00	£600.00		£500.00				£600.00			
91	4054	TAX - PAYE PARISH Refreshments Comm											
92	4155	Events	£0.00	£0.00									
93	4281	Insurance	£3,432.00	£2,850.00		£4,921.80				£5,119.50			
94	4350	New Equipment for Parish Caretaker	£5,528.00	£200.00		£100.00				£100.00			
95	4385	Play Area Safety Surface Clean	£1,380.00	£1,380.00		£2,233.00			£853.00	£8,750.00	£1,500		£7,250

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96	4400	Play Area - Grass Cutting	£2,536.00	£4,680.00			£3,078.80			£3,078.80			
		NEW CODE- Hornchurch Road public open space					£1,960.00			£1,960.00			
97	4410	ROSPA Inspections	£480.00	£630.00			£480.00			£750.00	£100		
98	4415	Tree Inspections and Work	£0.00	£750.00			£2,240.00		£1,500.00				
99	4420	St Barnabas Annual Rent	£10.00	£10.00			£10.00			£10.00			
100	4460	Caretaker Salary											
101	4480	Equip Hire & Petrol for Mower	£0.00	£50.00			£0.00			£50.00			
102	4490	Repair & Maintenance - Parish	£6,439.00	£250.00			£350.00			£300.00			
103	4500	Weedspraying	£1,345.00	£2,690.00			£2,744.00		£2,744.00	£2,900.00			£2,900
104	4510	CATG Contributions	£382.00	£14,250.00			£8,000.00		£8,000.00	£5,500.00		£5,500	

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105	4540	Speed Indicator Device	£1,724.00	£3,900.00			£350.00		£350.00	£1,111.00			£1,111
106	4560	Shaw & Whitley Flood Resource	£761.00	£810.00			£600.00			£650.00			
108	4575	Village Halls & Play Areas	£0.00	£41,400.00			£2,200.00			£25,000.00	£16,500		£8,500
109		Drinking Water Fountains					£0.00			£0.00		£0	£0
110	4582	New Berryfield Village Hall project	£3,067.00	£20,300.00			£22,000.00		£22,000.00	£5,000.00	£5,000		
		East of Melksham Community Centre - Transfer under CGR								£315,029.94	£315,030		

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111	4590	Street Furniture	£4,288.00	£1,500.00			£3,308.00			£4,011.00			
								£3,300.00					
112	4600	Bus Shelters Cleaning	£300.00	£600.00			£600.00			£600.00			
113	4780	Play Area - Bin Emptying	£210.00	£225.00			£630.00			£630.00			
		Replacing Wiltshire Council bins					£500.00			£500.00			£500
114	4820	Shurnhold Fields Project for Maintenance Expenditure	£6,919.00	£5,252.00			£5,500.00			£1,595.00			£1,595

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115	4825	Shurnhold Fields Project Capital Expenditure	£0.00	£3,500.00			£17,500.00		£17,500.00	£0.00				
116		PARISH AMENITIES EXPENDITURE	£50,077.00	£116,535.00	£0.00	£0.00	£90,786.10	£26,500.00	£21,300.00	£13,447.00	£393,934.24	£339,725	£10,011	£19,761
		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0	£0	£0	
	220	Jubilee Sports Field Expenditure												
117	4193	Tel/BBand/LT - % JSF Use	£0.00	£0.00										
118	4212	Safety/PAT Check - % JSF Use- Leginella & Fire	£3,082.00	£3,400.00			£2,900.00				£3,200.00			
119	4282	Insurance - % JSF Use	£2,200.00	£2,850.00			£3,081.20				£3,150.00			
120	4302	Electricity - % JSF Use	£981.00	£1,900.00			£1,650.00				£2,000.00			
121	4312	Gas - % JSF Use	£559.00	£1,100.00			£800.00				£1,000.00			

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122	4322	Water and Sewage - % JSF Use	£470.00	£900.00			£350.00			£900.00			
123	4381	Cleaning Contractor - % JSF Us	£2,310.00	£2,856.00			£500.00			£2,900.00			
124	4401	JSF Grass Cutting/Line Marking	£5,101.00	£6,000.00			£8,431.50			£8,431.50			
125	4405	JSF Hedge Maintenance	£0.00				£1,550.00	£650.00	£900.00	£200.00			
126	4430	Rates - % JSF Use	£0.00	£835.00			£0.00			£835.00			
127	4700	Grass Cutting extra to Cntrct											

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128	4721	Repairs & Maintenance - JSF	£2,084.00	£1,500.00			£2,500.00	£1,011.00		£1,200.00	£1,000.00			
130	4740	JSF Spiking	£0.00	£180.00			£100.00			£180.00				
131	4750	Deep Clean	£330.00	£390.00			£390.00			£390.00				
132	4770	Waste Collection - %JSF Use	£602.00	£625.00			£625.00			£650.00				
133	4781	JSF Bin Emptying	£910.00	£950.00			£955.00			£955.00				
134	4791	Boiler Servicing - % JSF Use	£400.00	£600.00			£600.00			£600.00				
							£18,000.00				£18,000			
135			£19,029.00	£24,086.00	£0.00	£0.00	£24,432.70	£19,661.00	£900.00	£1,200.00	£26,391.50	£18,000	£0	£0
	320	Allotment Expenditure												
136	4058	TAX - PAYE ALLOT												
137	4323	Water - Allotments	£319.00	£450.00			£450.00			£450.00				
138	4402	Allotment Grass Cutting	£680.00	£700.00			£721.75			£721.75				
139	4722	Repairs & Maintenance -	£2,780.00	£50.00			£50.00			£50.00				
140	4800	Allotment Warden Salary												

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141	4810 Pest Control	£0.00	£250.00							£0.00			
		£4,473.00	£2,062.00	£0.00	£0.00	£2,121.75	£300.00	£0.00	£0.00	£1,871.75	£0	£0	£0
142	PARISH AMENITIES TOTAL EXPENDITURE	£73,579.00	£142,683.00	£0.00	£0.00	£117,340.55	£46,461.00	£22,200.00	£14,647.00	£422,197.49	£357,725	£10,011	£19,761

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	COMMUNITY SUPPORT												
	170 Community Support												
143	4451 Young Melksham	£125.00	£2,500.00			£2,500.00				£2,500.00			
144	4610 Section 137 Grant	£2,330.00	£8,500.00			£10,380.00	£830.00			£12,500.00			
145	4620 Village Hall Grants	£0.00	£8,250.00			£8,250.00				£10,000.00			
146	4630 Other Grants (TIC - Section 144)	£0.00	£650.00			£600.00				£800.00			
147	4650 Subscriptions	£1,205.00	£1,550.00			£1,550.00				£1,650.00			

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148	4670 Melks Public Toilets Contrib	£14,166.00	£7,500.00			£7,500.00				£7,500.00			
149	Real Time Information in Bus Shelters					£0.00				£0.00			
150	4680 Neighbourhood Plan	£5,311.00	£2,000.00			£5,339.00				£2,500.00			
	4685 Melksham Community Support	£0.00	£0.00			£311.40				£600.00			
151		£23,137.00	£30,950.00	£0.00	£0.00	£36,430.40	£830.00	£0.00	£0.00	£38,050.00	£0	£0	£0
	180 Joint Ventures												
152	4690 New Train Station Contrib	£0.00	£3,500.00			£3,500.00		£3,500.00		£3,000.00			
154	4695 Art Contribution Bowerhill	£0.00	£2,000.00			£1,000.00		£1,000.00		£0.00			
155		£0.00	£5,500.00	£0.00	£0.00	£4,500.00	£0.00	£4,500.00	£0.00	£3,000.00	£0	£0	£0
156	COMMUNITY SUPPORT EXPENDITURE	£23,137.00	£36,450.00	£0.00	£0.00	£40,930.40	£830.00	£4,500.00	£0.00	£41,050.00	£0	£0	£0
156	TOTAL EXPENDITURE	£200,001.00	£306,357.00	£0.00	£0.00	£288,616.95	£53,591.00	£26,700.00	£14,647.00	£600,366.49	£357,725	£10,011	£19,761

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		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	Draft Budget	Budgeted from Reserves	Budgeted from CIL	Budgeted from Solar Farm Funding

Cost Code		2019/20	Current Year 2020/21							Next Year 2021/22			
		Budget	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

157	TOTAL INCOME TOTAL	£549,423	£523,495			£763,233				£30,272.30			
158	LESS EXPENDITURE	£200,001	£306,357			£288,617				£600,366.49			
159		£349,422	£217,138			£474,616				-£570,094.19			

MOVEMENTS TO RESERVES

Moving funds to reserves for future projects (inc CIL	£327,800				£571,211					£35,379.80			
Less spending from reserves (including CIL reserve)	£110,062				£94,938					£387,496.94			
TOTAL to move to Reserves	£217,738				£476,273					-£352,117.14			

TOTAL BALANCE AFTER MOVEMENTS TO/FROM RESERVES

			-£600			-£1,657				-£217,977.05 To make up with precept			
TOTAL BALANCE IN RESEF	£674,826	£886,722			£1,151,100					£798,982.36			

	2019-20	Current Year 2020/21							Next Year 2021/22			
	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	£176,499	£280,209			£262,063				£572,103.24			
Sports Field Expenditure	£19,029	£24,086			£24,433				£26,391.50			
Allotment Expenditure	£4,473	£2,062			£2,122				£1,871.75			
TOTAL	£200,001	£306,357			£288,617				£600,366.49			