



Fernwood Parish Council Budget Proposal for 2022/23

Introduction

This document outlines the proposed budget for the next financial year. The budget proposed differs from the previous years' budgets for 2 main reasons; employment of an administration assistant, the new youth service provision. We should also be receiving Community Infrastructure Levy but at the time of writing this report I do not have the figures.

On page 5, there are notes explaining variation from last years figures.

The Parish Council continues to have a significant level of reserves – (see Appendix 2 for current financial position) which are being kept in anticipation of the Council taking ownership of the open spaces in Fernwood. When this is possible the Council will be in a better position to take improve facilities in the village and the funds will be used for this purpose.

If you have any questions regarding this budget document, please email the Parish Clerk and Responsible Financial Officer: clerk@fernwood-pc.co.uk

Parish Council and Village Hall Payments Budget for 2021/2		Review after 3rd Quarter and Budget Proposal for 2022/23				
Type of Payment	Final Expenditure 2020/21 £	Budget 2021-22	Agreed Forecast Revisions @ 1/7/21	Expenditure up to 31/12/21	Current Projected outturn 2021/22	Proposed Budget for 2022/23
Administration						
Salaries and statutory payments:PAYE, NI and	54145	£ 56,500	£ 56,500	£ 44,761	£ 58,000	£ 68,500
Training	654	£ 750	£ 750	£ 84	£ 250	£ 750
Copier Rental & Printing	1475	£ 1,500	£ 1,500	£ 1,139	£ 1,500	£ 1,600
Telephone & Broadband & Wi-Fi	1852	£ 1,300	£ 1,300	£ 989	£ 1,300	£ 1,350
Stationery	148	£ 250	£ 250	£ 183	£ 250	£ 250
IT	667	£ 500	£ 500	£ -	£ 1,700	£ 500
Licences	427	£ 700	£ 700	£ 598	£ 900	£ 950
Postage	0	£ 25	£ 25	£ 13	£ 25	£ 25
Expenses & Mileage	193	£ 300	£ 300	£ 80	£ 150	£ 200
Insurance	1594	£ 1,725	£ 1,725	£ 1,621	£ 1,621	£ 1,700
Bank Charges	144	£ 150	£ 150	£ 108	£ 150	£ 150
Legal	0	£ 8,500	£ 8,500	£ 4,365	£ 8,500	£ 5,000
Audit Fees	605	£ 700	£ 700	£ 783	£ 850	£ 900
Individual Items	6410	£ 7,500	£ 7,500	£ 4,173	£ 8,500	£ 8,000
Memberships: NALC, SLCC etc	800	£ 850	£ 850	£ 383	£ 850	£ 900
Election Charges	134					
Capital Projects						
Signage & Maps	114	£ 500	£ 500	£ -	£ 500	£ 500
Derry land purchase	0	£ 20,000	£ 20,000	£ -	£ 20,085	£ -
Street Lamp/path repairs	0	£ 19,000	£ 19,000	£ -	£ 1,180	£ 18,500
Grounds Maintenance						
Play equipment (checks and maintenance)	978	£ 300	£ 300	£ 186	£ 186	£ 300
Ground Maintenance (Grass & Trees)	438	£ 8,500	£ 8,500	£ 25	£ 8,500	£ 3,500
Section 137 Grant	1150	£ 3,000	£ 3,000	£ 375	£ 3,000	£ 3,000
Promotional Activities						
Publications	840	£ 1,500	£ 1,500	£ 730	£ 1,500	£ 1,600
Events	0	£ 500	£ 500	£ -	£ -	£ 3,000
Village Amenities						
Defibrillator maintenance	46	£ -	£ 250	£ 104	£ 250	£ 250
Dog Bin Emptying	4356	£ 2,900	£ 2,900	£ 2,402	£ 2,900	£ 3,000
Neighbourhood Watch / CCTV	0	£ -	£ -	£ -	£ -	
Village Hall						
Advertising	0	£ 500	£ 500	£ -	£ -	£ 500
Waste Removal	864	£ 1,400	£ 1,400	£ 862	£ 900	£ 1,400
Legionella Testing	1309	£ 1,000	£ 1,000	£ 628	£ 1,000	£ 1,500
Maintenance including Boiler, CCTV and Intruder Alarm etc	1965	£ 2,300	£ 2,300	£ 2,925	£ 3,500	£ 3,500
One off Maintenance Services (e.g. PAT, Fixed electrics)	1122	£ 2,000	£ 2,000	£ 2,784	£ 3,300	£ 2,100
PHS Hygiene Solutions and Cleaning Products	923	£ 1,200	£ 1,200	£ 544	£ 650	£ 400
General cleaning	1039	£ 2,100	£ 2,100	£ 1,514	£ 2,100	£ 2,200
Utilities	4275	£ 5,000	£ 5,000	£ 3,511	£ 5,000	£ 6,000
Architectural Services	0			£ 900	£ 900	£ 1,800
Youth Project						
Youth Club provision	0	£ -	£ -	£ 14,486	£ 14,486	£ 12,000
Total	88,666	£ 152,950	£ 153,200	£ 91,256	£ 154,483	£ 155,825.00
Key/Notes						
Orange indicates where we proposed to use CIL in 2022/23						

Total expenditure budget £155,825. The table on page 4 shows proposals for how we can fund this expenditure.

Projected Sources for 2022/23 expenditure	
CIL	£ 35,500
Precept	£ 80,949
Village Hall income/feed in tariff	£ 26,750
VAT reimbursements	£ 2,500
Reserves	£ 9,926
Total	£ 155,625

Parish Council and Village Hall Receipts Budget for 2021/2		Review after 3rd Quarter and Budget Proposal for 2022/23		
Type of Receipt	Final Income 2020/21 £	Original Budget 2021/22 £	Current Projected Outturn 2021/2 £	Proposed Budget for 2022/23 £
Precept	70008	71,619	£ 71,619	80,949
VAT rebate	4182	2,500	£ 2,500	2500
CIL	192321	59,000	£ 59,616	Awaiting figures
Regular Hire	6589	12,000	£ 16,000	18,000
Other Hire / Events	477	2,000	£ 6,000	7000
Bar Profits	364	-	£ 250	250
Feed in Tariff	1545	1,500	£ 1,500	1500
Grants	20269	4,000	£ 10,100	1000
Interest	764	-	£ 1,400	1400
Advertising Income	145	-	£ 600	600
Total	296,664	152,619	169,585	113,199

Explanations for Significant Increases/Changes between the 2021/22 and 2022/23 Budget

Expenditure	Reason for changes
Salaries	Clerk hours increased from 20 to 30 hours Nottinghamshire Local Government Pension deficit repayments. Administration Assistant being recruited (15 hours per week)
Individual Items	Detail can be found in appendix 1. These are items that don't fall under the other expenditure headings. They tend to be one off purchases, for example new work surfaces, or items that we do buy each year but don't warrant a budget line of their own due to the relative low expenditure, for example Remembrance Day wreaths. Appendix 1 has details of the individual item expenditure breakdown for the 2021/22 up until the end of December.
Legal	Legal work required as the Council has the following projects planned: <ul style="list-style-type: none"> • Purchase of Woodland in the Village • Contract required for the maintenance/future ownership provision for open spaces of in developments in the village.
Ground Maintenance	High in 2021/22 due to planned work on the trees in the woodland behind the nursery. 2022/23 figure includes projected ongoing maintenance costs once the initial work has been done.
Village Hall events	No events in 2021/22 due to Covid 19. £3000 provision suggested for the Jubilee celebrations in 2022/23.
Various one-off costs related to Woodland Purchase	Projected cost of signage, streetlamp and path repairs. Once the land is in the Parish Council's ownership, NCC will inspect the lights and we will be better equipped to decide whether to request the paths are adopted.
Maintenance Services	5-year fixed wiring testing and repairs required led to increased costs in 2021/22.
Utilities	Energy was reduced in 2021/22 due to the lockdowns/minimal usage. Normal usage assumed for 2022/23 with increased costs due to the energy market increases.
Legionella Services	Legionella Risk Assessment is due in 2022/23 so this has been factored into the budget
Architectural Services	The Council has decided to explore options to make better use of space at the Village Hall and extend the offer for rental.
Youth project	New project agreed in 2021/22.

Income	Reason for changes
Precept	The Council Tax Base has increased due to new properties being built in the village. The proposed precept request is £80,949. This is the same band D rate of £75.05 as last year.
CIL	The figure for 2022/23 has been requested from NSDC and is related to developments in the village. We have enough Community Infrastructure Levy (CIL) to cover budgeted costs for 2022/23, leaving a significant amount for future projects in the village.
Regular Hire	2021/22 income was again affected by Covid19 restrictions. The forecast for 2022/23 relies on regular hire being back to normal for the next financial year.
Other hire/ad hoc hire income/bar commission	2021/22 income was again affected by Covid19 restrictions. The forecast for 2022/23 relies on ad hoc hire being back to normal for the next financial year.

Appendix 1: Individual Items bought in 2021/22 up to 31/12/21

Parish Council

Supplier	Total Cost	Item bought
Kirk and Bills	£ 744.00	Loft insulation
Iliffe Media	£ 624.00	Advertising Administration Post
Balderton Parish Council	£ 277.50	Road Closure - remembrance Sunday
Kirk and Bills	£ 235.20	Installation dog bins
Plastic Sheets.com	£ 125.29	Perspex for noticeboards
Amazon EU S.a.r.l UK Branch	£ 119.00	Microphone
Lizs Garden Centre	£ 86.48	Plants
Lizs Garden Centre	£ 77.49	Plants
Boston Bulbs	£ 69.34	Bulbs
G & S Signs	£ 54.00	Dog Sign
Marion Fox Goddard	£ 53.97	Wreaths
Lighting and mobile accessories	£ 35.50	Paint
Stapleoffice Ltd	£ 31.99	White board
Shenzhenshikaitengdamaoyiyouxiangongsi	£ 31.38	Webcam
Shan Zhen Shi Fu tian qu sai ge dian zi shi chang li bang	£ 21.95	USB extension cable
Amazon EU S.a.r.l UK Branch	£ 18.99	Hoe
Amazon EU S.a.r.l UK Branch	£ 9.99	Bulp planter
HM Land Registry	£ 9.00	Searches
AKRG	£ 6.95	Watering can
Lighting and mobile accessories	£ 6.45	Hammerite Paint
HM Land Registry	£ 3.00	Search
Total	£2,641.47	

Village Hall

Supplier	Total Cost	Item bought
Modular Express Ltd	£ 369.99	Tap for disabled toilet
Gopak Ltd	£ 369.74	Tables
Anstey Energy	£ 195.00	EPC certificate
Buildbase	£ 113.58	Paint
Newark and Sherwood Locksmiths	£ 106.50	Keys
Parrs	£ 87.60	Bike Rack
PK Pest Control	£ 75.00	Wasp nest removal
Cardea Solutions	£ 67.78	Finger shield (door protection)
Amazon EU S.a.r.l UK Branch	£ 55.72	Battery for drill
Ossian Online Ltd	£ 41.85	Cigarette Bins
JPFire	£ 33.00	Fire extinguisher
Malcolm Dickinson	£ 27.98	Gutter guard
Malcolm Dickinson	£ 19.98	Padlock
BC Profiles	£ 17.89	Carpet glue
Malcolm Dickinson	£ 15.00	Maintenance item
Kepes	£ 14.49	Blind weights
Amazon EU S.a.r.l UK Branch	£ 13.98	Straps to hold matts up
Malcolm Dickinson	£ 13.19	Wire cutter/repairs
Amazon Services Europe	£ 6.48	Blind slats
Buildbase	-£ 113.58	Paint refund
	£ 1,531.17	

Appendix 2: Bank Reconciliation from December 31st 2021

Bank Reconciliation Fernwood Parish Council

Period Ending 31-Dec-21

Prepared by: *Marion Fox Goddard, Clerk*
Date: 05 January 2022

Approved by:

Date:

Balance per bank statement as at 31-December-2021

	£	Total £
TSB Current Account - Parish Council	£8,436.91	
TSB Reserve Account - Parish Council	£60,488.05	
Unity Trust - Parish Council	£47,534.33	
TSB Current Account - Village Hall	£5,047.95	
TSB Reserve Account - Village Hall	£7,178.57	
Unity Trust - Village Hall	£13,010.30	
Nationwide	£83,573.71	
Redwood	£85,000.00	
Virgin Money	£85,722.50	
Petty Cash	None held	
		395,992.32
Less: any unpresented cheques/BACS payments at 31-December-2021		£0.00
Add: any unbanked cash / cleared cheques at 31-December-2021		£0.00
Net bank balances as at 31-December-2021		<u><u>£395,992.32</u></u>

The net balances reconcile to the Cash book (receipts and payments)

CASH BOOK

Opening Balance	£324,564.58
Add: Receipts in the year	£158,764.66
Less: Receipts from 2020/21*	-£58.50
Less: Payments in the year	£87,278.42
Closing balance per cash book as at 31-December-2021	<u><u>£395,992.32</u></u>

Ringfenced Amounts in the Parish Council Reserve Account/Nationwide

CIL	£139,688.95
	<u><u>£139,688.95</u></u>

*£58.50 cheque received in 2020/21 but paid in in 2021/22