

Westbourne Parish Council budget projections 2019-20 and draft budget 2020-21

| Budget Head | 2018-19 | 2019-20 | 2019-20 | 2019-20 | 2019-20 | Notes | 2020-21 |
|---|-----------------------|------------------|-----------------------|--------------|---------------------|---------------------------|------------------|
| | Actual on 31/03/19 | Budget | Actual at 30/09/19 | % of budget | Revised estimate | | Budget |
| | £ | £ | £ | | £ | | £ |
| Subscriptions, S137/S147 payments/donations | | | | | | | |
| West Sussex Association of Local Councils, National Association of Local Councils, Local Council Review magazine quarterly magazine | 718.60 | 740.00 | 737.95 | 99.7% | 737.95 | Add 5% for 2020-21 | 760.00 |
| Society of Local Council Clerks | 175.00 | 200.00 | 175.00 | 87.5% | 175.00 | Add 5% for 2020-21 | 200.00 |
| Sussex Playing Fields Association | 15.00 | 15.00 | 0.00 | 0.0% | 0.00 | Standing Order | 15.00 |
| British Legion Poppy Appeal | 65.00 | 65.00 | 65.00 | 100.0% | 65.00 | | 65.00 |
| Westbourne Allotment Association | 50.00 | 50.00 | 50.00 | 100.0% | 50.00 | | 50.00 |
| Closed churchyard | 200.00 | 200.00 | 200.00 | 100.0% | 200.00 | | 200.00 |
| Homestart | 0.00 | 250.00 | 250.00 | 100.0% | 250.00 | | 250.00 |
| Citizens Advice | 300.00 | 300.00 | 300.00 | 100.0% | 300.00 | | 300.00 |
| Parish Online subscription | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 | New for 20/21 | 150.00 |
| Community Chest Grants | 200.00 | 500.00 | 0.00 | 0.0% | 0.00 | No earmarked reserve if n | 500.00 |
| Total: | 1,723.60 | 2,320.00 | 1,777.95 | 76.6% | 1,777.95 | | 2,490.00 |
| Running Costs | | | | | | | |
| Burial/cemetery grounds | 7,294.00 | 8,220.00 | 8,220.00 | 100.0% | 8,220.00 | Confirmation in Dec 19 | 8,250.00 |
| Monk's Hill grounds maintenance | 5,650.80 | 6,500.00 | 1,805.40 | 27.8% | 1,805.40 | | 6,500.00 |
| Mill Road grounds maintenance | 6,314.60 | 7,500.00 | 1,760.20 | 23.5% | 1,760.20 | | 7,500.00 |
| Playground inspections | 1,755.00 | 1,800.00 | 1,125.00 | 62.5% | 1,125.00 | 40 times at £45 | 1,800.00 |
| Footway lighting maintenance, WSCC | 1,152.30 | 1,175.00 | 0.00 | 0.0% | 0.00 | Add 5% for 2020/21 | 1,200.00 |
| Rent to CDC for Mill Road field | 100.00 | 100.00 | 100.00 | 100.0% | 100.00 | | 100.00 |
| Total: | 22,266.70 | 25,295.00 | 13,010.60 | 51.4% | 13,010.60 | | 25,350.00 |
| Capital cost and repair (sinking fund) | | | | | | | |
| New Initiatives Fund (NIF) (earmarked reserve) | 0.00 | 20,000.00 | 0.00 | 0.0% | 0.00 | | 20,000.00 |
| Total: | 0.00 | 20,000.00 | 0.00 | 0.0% | 0.00 | | 20,000.00 |

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| Capital schemes | | | | | | | |
| Play equipment Monk's Hill (earmarked reserve) | 0.00 | 0.00 | 0.00 | 0% | 0.00 | | 0.00 |
| Play equipment Mill Road (earmarked reserve) | 0.00 | 0.00 | 0.00 | 0% | 0.00 | | 3,000.00 |
| Village Gateways (NHB grant 2014) | 0.00 | 0.00 | 0.00 | 0% | 0.00 | | 0.00 |
| Fingerpost signs (earmarked reserve) | 4,030.00 | 1,000.00 | 1,410.00 | 141% | 1,410.00 | | 500.00 |
| Tree for Tim Peake | 167.74 | 0.00 | 0.00 | | 0.00 | | 0.00 |
| Office equipment (earmarked reserve) | 0.00 | 0.00 | 0.00 | 0% | 0.00 | | 0.00 |
| Scope and design options environmental enhancement village square (see Business Plan) (earmarked reserve) | 0.00 | 0.00 | 0.00 | 0% | 0.00 | | 0.00 |
| Tree survey/surgery (earmarked reserve) | 700.00 | 1,500.00 | 1,360.00 | 0% | 1,360.00 | | 1,500.00 |
| Community Speedwatch Online | 566.20 | 0.00 | 93.39 | 0% | 93.39 | | 100.00 |
| Speed activated road signs (SID system) | 0.00 | 1,700.00 | 2,149.15 | 0% | 2,149.15 | | 2,000.00 |
| CCTV | 0.00 | 0.00 | 0.00 | 0% | 0.00 | | 5,000.00 |
| Community taxibus service | 96.00 | 1,500.00 | 644.00 | 0% | 644.00 | | 1,500.00 |
| Road signs (Roads not suitable for HGV's) | 0.00 | 330.00 | 0.00 | 0% | 0.00 | | 0.00 |
| Salt/grit supply and bins | 0.00 | 500.00 | 0.00 | 0% | 0.00 | | 570.00 |
| WW1 centenary | 334.24 | 0.00 | 55.80 | 0 | 55.80 | | 0.00 |
| Total: | 5,894.18 | 6,530.00 | 5,712.34 | 1.41 | 5,712.34 | | 14,170.00 |
| Services | | | | | | | |
| Footway lighting energy, SSE | 984.01 | 1,000.00 | 250.40 | 25.0% | 250.40 | Add 5% | 1,000.00 |
| Waste bins x 7 and emptying | 1,507.58 | 1,500.00 | 0.00 | 0.0% | 0.00 | Add 5% | 1,600.00 |
| Total: | 2,491.59 | 2,500.00 | 250.40 | 10.0% | 250.40 | | 2,600.00 |
| Communications | | | | | | | |
| Community Consultation (See Business Plan) | 0.00 | 500.00 | 225.00 | 0% | 225.00 | | 250.00 |
| Newsletter/printed communications | 1,278.96 | 1,500.00 | 426.30 | 28.4% | 426.30 | | 1,500.00 |
| Website and email accounts | 2,489.14 | 500.00 | 106.60 | 21.3% | 106.60 | | 250.00 |
| Total: | 3,768.10 | 2,500.00 | 757.90 | 30.3% | 757.90 | | 2,000.00 |

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|--|-----------------------|------------------|-----------------------|--------------|---------------------|------------------------------|-------------------|
| | Actual on 31/03/19 | Budget | Actual at 30/09/19 | % of budget | Revised estimate | | Budget |
| General administration and disbursements | | | | | | | |
| External audit | 400.00 | 410.00 | 400.00 | 97.6% | 400.00 | Add 2% for 2020/21 | 410.00 |
| Insurance | 2,332.59 | 2,600.00 | 2,359.60 | 90.8% | 2,359.60 | Fixed contract until 01/04/2 | 2,500.00 |
| Internal auditor | 324.10 | 400.00 | 0.00 | 0.0% | 0.00 | Add 2% for 2020/21 | 400.00 |
| Information Commissioner Office (ICO) | 35.00 | 35.00 | 35.00 | 100.0% | 35.00 | £40, £5 reduction if paid by | 35.00 |
| Planning consultant | 0.00 | 5,000.00 | 0.00 | 0.0% | 0.00 | £4k for planning consultant | 0.00 |
| Legal advice (budget virement NIF) | 1,795.00 | 500.00 | 0.00 | | 0.00 | | 0.00 |
| Professional Fees | 0.00 | 1,000.00 | 0.00 | 0.0% | 0.00 | | 4,000.00 |
| Hire of hall and meeting expenses (£10 front hall, £7 back hall) | 338.00 | 400.00 | 352.00 | 88.0% | 352.00 | | 400.00 |
| Stationery/printing (admin) | 150.50 | 200.00 | 176.00 | 88.0% | 176.00 | NB Printer inks approx £60 | 200.00 |
| Postage | 0.00 | 20.00 | 0.00 | 0.0% | 0.00 | | 20.00 |
| Telephone | 276.00 | 276.00 | 144.00 | 52.2% | 144.00 | EE contract is £23.94 a mo | 276.00 |
| Clerks salary, gross | 15,455.59 | 18,810.00 | 7,770.00 | 41.3% | 7,770.00 | 2% NALC pay award for 20 | 19,190.00 |
| Employer national insurance | 843.76 | 1,450.00 | 702.03 | 48.4% | 702.03 | | 1,480.00 |
| Pension | 3,353.80 | 4,150.00 | 2,040.12 | 49.2% | 2,040.12 | | 4,230.00 |
| Travelling (Clerk) | 77.36 | 75.00 | 40.50 | 54.0% | 40.50 | | 75.00 |
| Home used as office | 1,210.56 | 220.00 | 108.00 | 49.1% | 108.00 | | 220.00 |
| Courses and publications | 280.00 | 500.00 | 350.00 | 70.0% | 350.00 | | 500.00 |
| Chairman's expenses (earmarked reserve) | 73.50 | 0.00 | 129.87 | 0.0% | 129.87 | | 250.00 |
| Councillor's expenses (earmarked reserve) | 16.20 | 0.00 | 0.00 | 0.0% | 0.00 | | 0.00 |
| Total: | 26,961.96 | 36,046.00 | 14,607.12 | 40.5% | 14,607.12 | | 34,186.00 |
| Contingency fund | | | | | | | |
| Staff absence (earmarked reserve) | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 | | 0.00 |
| Plants/soil for flower troughs | 35.00 | 50.00 | 0.00 | 0.0% | 0.00 | | 50.00 |
| Vandalism and insurance excess (earmarked reserve) | 100.00 | 0.00 | 0.00 | 0.0% | 0.00 | | 0.00 |
| IT support | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 | | 0.00 |
| General reserve | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 | | 904.00 |
| Total: | 135.00 | 50.00 | 0.00 | 0.0% | 0.00 | | 954.00 |
| Total expenditure: | 63,241.13 | 95,241.00 | 36,116.31 | 37.9% | 36,116.31 | | 101,750.00 |

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|---|-----------------------|-------------------|-----------------------|---------------|---------------------|---------------------------|--------------------|
| | Actual on 31/03/19 | Budget | Actual at 30/09/19 | % of budget | Revised estimate | | Budget |
| Income | | | | | | | |
| Access licence - Mill Road | 50.00 | 50.00 | 0.00 | | 0.00 | | 50.00 |
| Access licence - Sydenham Terrace | 200.00 | 200.00 | 200.00 | 100% | 200.00 | | 200.00 |
| Rent - Allotment Association | 650.00 | 500.00 | 0.00 | | 0.00 | £150 from general reserve | 500.00 |
| Total income: | 900.00 | 750.00 | 200.00 | 26.67% | 200.00 | | 750.00 |
| General reserve + earmarked reserve estimate | | | 58,574.60 | | 58,574.60 | | |
| Precept = total expenditure - total income: | | £94,491.00 | £94,490.91 | | £94,490.91 | | £101,000.00 |
| Less CDC grant | | £1,324.91 | £1,324.91 | | £1,324.91 | | £0.00 |
| Final precept figure | | £93,166.09 | £93,166.00 | | £93,166.00 | | £101,000.00 |
| Final precept figure rounded-up = | | £93,166 | £93,166 | | £93,166 | | £101,000 |

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| 1. Precept required for 2019/20 | £93,166 |
| 2. Precept required 2020/21 | £101,000 |
| 3. Taxbase 2019/20 | £947 |
| 4. Taxbase 2020/21 | £961.60 |
| 5. Charge per band D property 2019/20 | £98.38 |
| 6. Charge per band D property 2020/21 | £106.07 |
| 7. % increase in Precept (cash terms) | 8.4% |
| 8. % increase in Precept per band D property | 6.6% |