

**SCALEBY PARISH COUNCIL**  
**BUDGET AND PRECEPT FOR 2019/20**

**Introduction**

Members will see from the financial statement to 31<sup>st</sup> October 2018 that a healthy reserve remains in the Council's reserve. This report will discuss the remainder of this financial year and forecasts likely income and expenditure during 2019/20.

**Expected end of year outcome to 31<sup>st</sup> March 2018**

The bank balance at 31<sup>st</sup> October is £7,911. Expected income still to come in is only the rural play day income of £336. Any VAT reclaim would only amount to approx £3 (plus a small sum from last year) so it will be deferred until the next financial year (and three years claimed at once). No other income is anticipated.

There is approx. £1,759 committed to the year-end which includes:

- Hall hire for the remaining council meetings (£75 approx);
- Salaries and expenses as well as other general administration costs;
- One more edition of the Scaleby News, expected to be circulated December 2018; and
- A donations is requested from the Village Hall and others can be anticipated, including the Church and the Great North Air Ambulance.

Should there be no unexpected further expenditure the year-end balance will be approx £6,493 This is a higher amount than that brought forward at 1<sup>st</sup> April 2018.

**Budget for 2019/20**

Members agreed to reduce the three anticipated play days last year, in favour of hosting two. This was successful with numbers remaining high. In line with that decision, only two play days have again been built into the budget to be delivered by GLL. The days remain loss making exercise but do provide substantial community benefit. A further increased project budget has been set at £500 for any project in line with the Community Led Plan. Members are requested to give consideration to such a suitable project.

A small maintenance budget has been set aside for any needs, such as notice board varnishing which remains overdue at the time of writing, so could take place during the current financial year. Any additional costs incurred on routine maintenance would need to be taken from the contingency or project budget.

Salary costs are likely to be increased in line with national pay increases. A small increase has been budgeted in line with estimated salary scales. Costs are also budgeted for a contribution towards the Clerk's Society of Local Council Clerk's membership.

In regard to Administration, costs include the CALC subscription which is likely to decrease by a small percentage to £123 in line with new fee structures. It is anticipated that the data protection fee will remain static at £35 due to the payment of it by direct debit. The audit cost should remain at nil as expenditure remains under the threshold levels. A small budget exists for training needs as well as an adequate amount for village hall rental and office supplies. Website fees are greatly reduced due to the new providers and are estimated at a maximum of £76.

A budget of £380 has been made for just two editions of the newsletter as recent years have seen the publication only circulated twice per year. This amount takes into account the continued use of a new printing company and a small increase in postage costs.

Insurance costs are expected to rise only with standard annual increase. The Council is signed up for a three year long term agreement and has, by tradition, covered the cost of the Hall Management Committee insurances.

Finally an increased grants budget has been made, with anticipated provision for the Hall and Church. A small budget has also been set aside for other groups if required – this has traditionally been paid to the Great North Air Ambulance but could be for any group that shows potential benefit in the parish. Any expenditure over and above this would be required to be made from the contingency of £300.

### **Income expected for 2019/20**

The expected income is:-

Carry forward:	£6,493
Precept/CTRS Grant	£5,400
Newsletter Adverts	£0
Play Area Days	£300
VAT (from 2017/18)	£0
<b>Total</b>	<b>£12,193</b>

A small amount of VAT reclaim money will also be received but is not shown in expenditure either.

### **Budget Proposal for 2019/20**

The following reflects comments above:-

Clerk's salary and expenses	£2,146
Administration	£634
Newsletter	£380
Insurance	£731
Maintenance	£112
Projects	£1,500
Grants Fund	£650
Contingency	£300
<b>Total</b>	<b>£6,453</b>

**Income will exceed expenditure by £5,740 if the above is realised.** The external auditor suggests a reserve of anything between 3 to 12 months expenditure should be held in reserve, this would equate to a minimum reserve of just £1, 461 based upon 2017/18 expenditure so the amount forecast is more than adequate.

### **Precept for 2019/20**

There appears no need to increase the Precept for 2019/20 if the budget is agreed and it is therefore recommended that the precept (including any CTRS Grant if payable) remains at £5,400.

### **Recommendations**

The Council is asked to consider the following recommendations: -

**The budget for 2019/20 be £6,453 in line with the above suggestions.**

**The Precept for 2019/20 be £5,400.**

Sarah Kyle,  
Clerk and Responsible Financial Officer  
13.11.18