**DIDDLEBURY PARISH COUNCIL - PRECEPT BUDGET FOR 2020/2021**

**This budget focuses purely on the PRECEPT and does not include Grant income/payments nor third party or ring-fenced funds**

 Precept Budget figures Estimated or actual sum **Suggested Precept**

Admin. items budgeted for claimed for **2019/2020** spent as at 31.03.20 **figure for** **2020/2021**

1. Subscriptions: SALC £ 280.00 £ 269.75 £ 285.00

2. Insurance £ 300.00 £ 341.20 £ 350.00

3. Donations £ 250.00 £ 250.00 £ 250.00

4. Administrative expenses inc.

 Broadband/telephone, stationery,

 postage, ink cartridges, Clerk’s

 travel @ 45p per mile £ 650.00 £ 688.00 - estimated as at 31.03.20 £ 650.00

5. IT support £ 100.00 £ 30.00 (but £65 charged to £ 30.00

 Transparency Code Fund)

6. Hall hire for meetings £ 200.00 £190.00 - estimated £ 200.00

7. Contingencies/misc. items.

 inc. Councillor’s expenses £ 75.00 £ 126.90 as at 16.01.20 £ 200.00 See note 1

8. Asset maintenance £ 150.00 £ 202.38 as at 16.01.20 £ 400.00 See note 2

9. Training courses £ 50.00 £ 27.00 £ 50.00

10. Clerk's gross salary (inc. PAYE) £2,642.00 £2,642.00 £2,642.00

11. Payroll administration £ 80.00 £ 73.00 £ 80.00

12. Audit fees £ 120.00 £ 125.00 £ 125.00

13. Data Protection fees £ 40.00 £ 50.00 (estimated) £ 50.0

14. Sum towards mobile speed

 awareness monitor & ancillary

 equipment £ 615.00 £ nil £ nil

 **£5,552.00** **£5,015.23 (estimated) £5,312.00**

**Additional items** **to be**

**discussed for 2020/2021 Budget**

15**.** Further funds for DVH - £ Nil this year See Note 3

 Car Park resurfacing

16. Funds for Environmental &

 Maintenance works £ Nil this year See note 4

17. Current edition of “Arnold

 Baker: Local Council

 Administration” £ 140.00 See note 5

19. Purchase, installation and

 training for defibrillators for the parish £ Nil this year See note 6

20. Purchase of SmartWater kits £1,500.00 See note 7

 **Total Precept**

 **£6,952.00**

**Notes to the Precept Budget**

**General Notes**

The financial year still has two months to run: the administrative element of the 2019/2020 budget will be slightly exceeded. In the main this has occurred as the provision for Asset Maintenance and Councillor’s expenses were inadequate in the 2019/2020 budget. Repairs to the Westhope notice board and Corfton notice board came to £202.38. The Chairman has been very active on behalf of the council this year and thus has incurred expenses in fulfilling them. A £50 administrative fee was added to the insurance premium which had not been included in the budget. The Clerk’s travelling expenses have been higher than budgeted due to additional parish council meetings, attendance at training courses, assistance to Westhope Village Hall and a visit to HSBC in Shrewsbury. The Precept budget over-spend can be absorbed by reserves.

**Itemized notes**

**Note 1:** To avoid an over-spend on the budget in 2020/2021 a figure of £200 is suggested for Contingencies/Misc. expenses/Councillor’s expenses.

 £75 was budgeted in 2019/2020 but costs to date are £126.90.

**Note 2**: **Asset** **Management.** DPC owns 3 bus shelters, 2 benches, 1 picnic table, 1 plant trough and 15 notice boards. These assets are ageing and exposed to the elements. As can be seen, it has cost £202 to repair just two notice boards in this financial year. It is suggested a minimum figure of £400 should be claimed and held as a reserve for the maintenance of these items – councillors may well deem a higher figure is appropriate.

**Note 3:** The bulk of DPC’s reserves (£5412.29) were transferred into a Reserve Fund for re-surfacing the Diddlebury Village Hall car park in June 2017. In the intervening two years, despite significant efforts being made, no success has occurred in funding the resurfacing of the car park via grants or via DPC’s CIL entitlement. £345.45 has been spent to date on temporary repairs and more work and materials are needed. DPC might want to consider utilizing the Precept to progress this matter for the benefit of the community.

**Note 4:** Approximately £1,600 will be carried forward from the last financial year, unless before the end of the financial year DPC plans to hire a JCB and driver for ditch clearance which SC is refusing to do. In that case, DPC will need to add, say, £500 to the Precept. The Clerk recommends that no claim is made to Shropshire Council for an EMO Grant in 2020/2021 as the remaining funds DPC holds may be vulnerable to recoupment by SC and any further grant fund claimed will be subject to match funding

**Note 5:** DPC’s copy of“Arnold Baker: Local Council Administration” is 14 years old and a current edition needs to be purchased.

**Note 6:** It has been suggested that DPC purchases the redundant BT kiosks in Mill Lane and Bouldon and install defibrillators in them. In total purchase of a defibrillator, installation and training costs are likely to cost around £1,200.

**Note 7:** DPC is having a presentation about SmartWater kits on at 7.00pm on 22.01.20. The Smart Water kits cost £8.90 plus VAT. It is believed a discount may be applicable if a parish council purchases bulk supplies. Adjoining parishes have provided every household with a kit. To do the same DPC would need to purchase around 160 kits.

**GENERAL NOTES TO THE PROPOSED 2020/2021 PRECEPT BUDGET**

Estimated Precept **RESERVES** figure as at 31st March 2020will be approx. **£2,202 –** of which £615 was claimed to put towards the purchase of the mobile speed awareness unit. This £615 could be applied to general precept reserves if the promised grant of £1,637.50 is forthcoming.

 Last year the 2019/2020 Precept of £5,552 resulted in a Band D Charge of £20.90

In 2020/2021 a Precept of £6,952 would result in a Band D charge of £26.25

**Recent Precept history**

2019 - 2020 - £5,552

2018 - 2019 - £5,128

2017 – 2018 - £5,128

 2016 - 2017 - £5,149

 2015 - 2016 - £4,449

 2014 - 2015 - £4,449 (plus £234 Council Tax Support Grant)

 2013 - 2014 - £3,449 (plus £201 Council Tax Support Grant)

 2013 - 2013 - £2,650

J. de Rusett- Clerk/RFO

16th January 2020