

Calne Without Parish Council

Budget Options for 2021/22

Spending Category	2019/20 2019/20 Budget spend at Year end	2020/21			2021/22			Option 2 (Minimum required)			Option 3 (Hybrid of Options 1 and 2)			Option 4 (no change from 20/21)		
		Budget 2020/2021	Spend to date (30th Sept 2020)	Commitments/ Comments	Suggested Budget(Amen- ded post Council meeting)	Comments	Increases/ Decreases	Suggested Budget	Comments	Increase/d ecrease	Suggested Budget	Comments	Increase/de crease	Suggested Budget	Comments	Increase/ decrease
Running Cost	Training	£307.20	£1,000.00	£0.00	Planned Cllr Training cost £200 ex VAT	£1,500.00 New Councillor training required after election, could be increased	£500.00	£1,000.00	No increase carry out more in house mentoring	£0.00	£1,500.00	New Councillor training required after election, could be increased	£500.00	£1,000.00	No increase carry out more in house mentoring	£0.00
Running Cost	Hall Hire	£295.42	£400.00	£86.34	No meetings possible. Zoom costs £14.39 per month	£400.00 Assume face to face meetings in 2021	£0.00	£400.00	Must assume face to face meetings will resume	£0.00	£400.00	Assume face to face meetings in 2021	£0.00	£400.00	Assume face to face meetings in 2021	£0.00
Running Cost	Clerk	£10,006.57	£9,605.00	£4,484.83	Underspend unlikely. Annual pay increase to consider and overtime which may mean the Council paying more NI contributions	£12,000.00 Clerk hopes to be GLCA qualified in July 2021 HR may consider additional increment. Additional on costs NI and Pensions possible	£2,395.00	£10,200.00	Assume no increase other than national pay award and restrict overtime	£595.00	£12,000.00	Clerk hopes to be GLCA qualified in July 2021 HR may consider additional increment. Additional on costs NI and Pensions possible	£2,395.00	£9,605.00	Assume no increase other than national pay award and restrict overtime	£0.00
Running Cost	Insurance	£759.18	£760.00	£751.70	Additional items added during the year increase in premium of at least £50 likely for next year.	£810.00 Assume 5% inflation plus increase premium for new items	£50.00	£810.00	Requirement to cover additional assets	£50.00	£810.00	Assume 5% inflation plus increase premium for new items	£50.00	£760.00	Additional funds will be needed from the reserve to meet the insurance requirements to budget this way is not good practice.	£0.00
Running Cost	Audit	£450.00	£630.00	£690.00	Required	£700.00 Council will have similar audit costs	£70.00	£700.00	Audit is a requirement	£70.00	£700.00	Council will have similar audit costs	£70.00	£630.00	This budget could leave the Council requiring funds from the general reserve to meet costs	£0.00
Running Cost	IT Services	£908.60	£750.00	£558.59	Required	£1,500.00 Required to run website IT support to be considered and remote cloud storage	£750.00	£1,000.00	This would be a minimum requirement and Councillors would need to be satisfied that this meets the Risks identified in the Council's Risk Schedule	£250.00	£1,500.00	Required to run website IT support to be considered and remote cloud storage	£750.00	£750.00	This would be below the minimum requirement and Councillors would need to be satisfied that this meets the Risks identified in the Council's Risk Schedule	£0.00
Running Cost	IT Development	£600.00	£2,500.00	£90.30	Website work continuing. IT support for website to be discussed.	£2,500.00 Council to consider if it wishes to keep this at this level	£0.00	£1,000.00	This would be a minimum requirement and Councillors would need to be satisfied that this meets the requirements for the new website regulations and the Council's desire to improve communications.	-£1,500.00	£2,500.00	Council to consider if it wishes to keep this at this level	£0.00	£2,500.00	Council to consider if it wishes to keep this at this level	£0.00
Running Cost	Email System	£670.46	£600.00	£600.46	Required	£660.00 Continuing requirement with additional licence for Clerk and 1 Councillor to maintain business operation	£60.00	£660.00	Continuing requirement with additional licence for Clerk and 1 Councillor to maintain business operation	£60.00	£660.00	Continuing requirement with additional licence for Clerk and 1 Councillor to maintain business operation	£60.00	£600.00	This will not meet the continuing costs of the email licences and does not allow for the extended licence	£0.00
Running Cost	Bin Emptying	£849.00	£1,500.00	£597.00	Increased number of bins, weekly cost when Studley bin is added £20	£1,500.00 Present cost levels £1040	£0.00	£1,200.00	This would be the lowest amount possible to budget for and would not cover any increase in service costs	-£300.00	£1,500.00	Present cost levels £1040	£0.00	£1,500.00	Present cost levels £1040	£0.00
Running Cost	Election Provision	£0.00	£2,400.00	£0.00	Cost of co-option advertising £300 approved.	£2,400.00 Even though the May elections are not charged for there is still the possibility of an election during the year	£0.00	£0.00	Council could agree to fund any costs of an election from reserves but will need to be satisfied that this meets the risks identified in the Council's Risk Schedule.	-£2,400.00	£2,400.00	Even though the May elections are not charged for there is still the possibility of an election during the year	£0.00	£2,400.00	Even though the May elections are not charged for there is still the possibility of an election during the year	£0.00
Running Cost	Petty Cash	£200.00	£210.00	£0.00	Reduced costs due to no physical meetings. New Credit card will be used for some petty cash items.	£200.00 Council may wish to consider what this budget is used for and have a office supplies and equipment budget instead as well.	-£10.00	£0.00	This could be removed as budget heading and an addition made to the Equipment and Facility Inspection and Maintenance budget to include administration, office and meeting supplies. However cost will remain	-£210.00	£200.00	Council may wish to consider what this budget is used for and have a office supplies and equipment budget instead as well.	-£10.00	£210.00	Council may wish to consider what this budget is used for and have a office supplies and equipment budget instead as well.	£0.00
Running Cost	Equipment and Facility Inspection and Maintenance	£0.00	£0.00	£0.00	To be added following auditor recommendations.	£750.00 Annual maintenance on Noticeboards, Play equipment, Well House and phone box. New budget item following audit.	£750.00	£950.00	Additional cost to cover removal of Petty Cash	£950.00	£750.00	Annual maintenance on Noticeboards, Play equipment, Well House and phone box. New budget item following audit.	£750.00	£0.00	The Council has a duty to maintain its assets and to carry out required inspections. Council decisions made this year require a maintenance budget.	£0.00
Running Cost	Credit Card	£0.00	£0.00			£32.00 Annual fee	£32.00	£32.00	Annual fee	£32.00	£32.00	Annual fee	£32.00	£0.00	The Council has approved this payment in applying for the credit card and must provide a budget to cover the cost	£0.00
Other Costs	Society of Local Council C	£122.00	£105.00	£126.00	Ongoing	£130.00 Will increase if Clerk's salary increases.	£25.00	£130.00	Ongoing cost. Council would need to be comfortable that the cost of obtaining advice from professional sources was met elsewhere if this was removed and that it meets the risk identified in the Risk Schedule	£4.00	£130.00	Ongoing cost. Council would need to be comfortable that the cost of obtaining advice from professional sources was met elsewhere if this was removed and that it meets the risk identified in the Risk Schedule	£8.00	£105.00	This will not cover the cost for 2021/22	£0.00
Other Costs	Wiltshire Association of Local Councils (WALC)	£1,023.00	£950.00	£1,046.38	Ongoing	£1,100.00	£150.00	£1,100.00	Ongoing cost. Council would need to be comfortable that the cost of obtaining advice from professional sources was met elsewhere if this was removed and that it meets the risk identified in the Risk Schedule	£53.62	£1,100.00	Ongoing cost. Council would need to be comfortable that the cost of obtaining advice from professional sources was met elsewhere if this was removed and that it meets the risk identified in the Risk Schedule	£77.00	£950.00	This will not cover the cost for 2021/22	£0.00
Other Costs	Restoration of Reserve	£1,500.00	£1,500.00	£0.00	The General reserve will increase if running costs are underspent so is likely to increase this year. Council to consider if level of reserve is now sufficient.	£0.00 Council to consider, level of general reserve, currently £17861.10	-£1,500.00	£0.00	Council to consider, level of general reserve, currently £17861.10	-£1,500.00	£0.00	Council to consider, level of general reserve, currently £17861.10	-£1,500.00	£1,500.00	This is not required as the general reserve is now at an acceptable level.	£0.00

Discretionary	Public Participation, Exhibitions, Events, Advertising and Communication	£1,229.16	£1,500.00	£150.00	Reduced costs due to Covid restrictions Villages and InSPIRE reduce or no subs. No Fetes, Annual Parish Meeting etc.	£1,500.00	Provided restrictions are removed next year the Council may wish to run extra consultations and meetings to restore community involvement. New Councillors may need additional opportunities to meet the community.	£0.00	£1,000.00	Can be reduced if the Council wishes to save money and is comfortable that this may reduce its ability to consult and engage	-£500.00	£1,000.00	Can be reduced if the Council wishes to save money and is comfortable that this may reduce its ability to consult and engage. Finance Committee suggests that the new Council in May 2021 agrees an engagement strategy to meet post Covid-19 needs and maximise engagement with the community	-£500.00	£1,500.00	Provided restrictions are removed next year the Council may wish to run extra consultations and meetings to restore community involvement. New Councillors may need additional opportunities to meet the community.	£0.00
Discretionary	Neighbourhood Plan	£0.00	£0.00			£2,000.00	Approved 9/11	£2,000.00	£2,000.00	Approved 9.11.20	£2,000.00	£2,000.00	Approved 9.11.20	£2,000.00	£0.00	Council has committed itself to £2000	£0.00
Discretionary	Defibrillator Maintenance	£0.00	£0.00			£350.00	Council under no obligation to fund.Finance Committee recommend that this item can be moved to project funding and be considered for Sun Edison Reserve spending	£350.00	£0.00	Council under no obligation to fund.Finance Committee recommend that this item can be moved to project funding and be considered for Sun Edison Reserve spending	£0.00	£0.00	Council under no obligation to fund.Finance Committee recommend that this item can be moved to project funding and be considered for Sun Edison Reserve spending	£0.00	£0.00	Council under no obligation to fund.Finance Committee recommend that this item can be moved to project funding and be considered for Sun Edison Reserve spending	£0.00
Discretionary	Bin Purchases	£0.00	£150.00	£0.00	Can be removed any future purchases to be funded from reserves	£0.00	Remove no longer required bin purchase from reserves.	-£150.00	£0.00	Remove no longer required bin purchase from reserves.	-£150.00	£0.00	Remove no longer required bin purchase from reserves.	-£150.00	£150.00	This is no longer required to	£0.00
Discretionary	Chairman's Allowance	£0.00	£100.00	£0.00		£100.00	Will be used for Annual Parish Meeting	£0.00	£0.00	Provision rarely used. If required expenditure could be met from reserves.	-£100.00	£0.00	Provision rarely used. If required expenditure could be met from reserves.	-£100.00	£100.00	Will be used for Annual Parish Meeting	£0.00
Discretionary	Projects: Aesthetics	£0.00	£2,000.00	£0.00	Planters project, predicted costs £2600 ex VAT	£3,180.00	Seasonal rental for 5 planters to be planted spring /summer and autumn /winter	£1,180.00	£0.00	Project to be funded from Sun Edison or CIL as a community benefit. Provision should be made for running costs as part of precept request.	-£2,000.00	£0.00	Project to be funded from Sun Edison or CIL as a community benefit. Provision should be made for running costs as part of precept request.	-£2,000.00	£2,000.00	This amount is lower than that required and the project will need to be cut back or funding from SunEdison or CIL used.	£0.00
Discretionary	Projects: Running costs	£0.00	£1,291.00	£0.00	Available for new project costs. Possible use in playground project	£1,500.00	Allows for project set up costs and any survey or consultancy required at the feasibility stage	£209.00	£0.00	Can be removed but may hinder the Council's ability to progress projects and use the CIL and Sun Edison reserves.	-£1,291.00	£500.00	Initial provision for running costs associated with approved projects e.g Aesthetics project for planters. Capital outlay met from Sun Edison or CIL	-£791.00	£1,291.00	Can be removed but may hinder the Council's ability to progress projects and use the CIL and Sun Edison reserves.	£0.00
Discretionary	Accountancy	£0.00	£210.00	£0.00	Not required this year	£220.00	May be required for project management assume small inflation.	£10.00	£0.00	Removed. Additional accounting advice requirements associated with specific projects to be met from approved project funds	-£210.00	£0.00	Removed. Additional accounting advice requirements associated with specific projects to be met from approved project funds	-£210.00	£210.00	May be required for project management assume small inflation.	£0.00
Projects	ROAD SAFETY	£1,047.64	£15,000.00	£0.00	Road Safety Project out to Tender again	£15,000.00	Roads Safety Project and VAS project		£15,000.00	Roads Safety Project and VAS project		£15,000.00	Roads Safety Project and VAS project		£15,000.00	Roads Safety Project and VAS project	£0.00
Projects	INFRASTRUCTURE	£0.00	£3,000.00	£0.00		£5,000.00	Playground Project		£5,000.00	Playground Project		£5,000.00	Playground Project		£3,000.00	Playground Project	£0.00
Projects	MAINTENANCE	£0.00	£5,000.00	£0.00		£5,000.00	Additional Verge cutting and maintenance		£5,000.00	Additional Verge cutting and maintenance		£5,000.00	Additional Verge cutting and maintenance		£5,000.00	Additional Verge cutting and maintenance	£0.00
Projects	COMMUNITY IMPROVEMENTS	£4,126.80	£1,000.00	£0.00		£1,000.00			£1,000.00			£1,000.00			£1,000.00		£0.00
Projects	COMMUNITY FACILITIES	£8,101.20	£3,000.00	£0.00		£3,000.00			£3,000.00			£3,000.00			£3,000.00		£0.00
Projects	ENVIRONMENT& INFRASTRUCTURE	£0.00	£5,000.00	£0.00	Footpaths Working Group projects (decision September 2020)	£5,000.00	River Marden projects and ongoing footpath projects		£5,000.00	River Marden projects and ongoing footpath projects		£5,000.00	River Marden projects and ongoing footpath projects		£5,000.00	River Marden projects and ongoing footpath projects	£0.00
Projects	STATUS	£0.00	£150.00	£0.00	Council to decide if it wishes to do this and continue next year	£150.00			£150.00			£150.00			£150.00		£0.00
Projects	Covid-19 Recovery		£1,000.00		Amount approved for grants to assist Clubs and organisations restarting after lockdown (decision July 2020)	£1,000.00	Covid-19 recovery assistance still applicable		£1,000.00	Covid-19 recovery assistance still applicable		£1,000.00	Covid-19 recovery assistance still applicable		£1,000.00	Covid-19 recovery assistance still applicable	£0.00
Projects	Defibrillator Maintenance					£0.00			£350.00			£350.00			£350.00		
	TOTAL BUDGET	£32,196.23	£61,311.00	£9,181.60		£70,182.00			£57,682.00			£65,182.00			£61,661.00		
	Reserve 1 Orders Placed	£2,868.00	£2,868.00	£3,097.20	Overspend is VAT that can be reclaimed.												
	Reserve 2 Approved Projects	£5,668.00	£5,668.00	£590.00													
	Reserve 3 Sun Edison	£23,078.28	£23,078.28	£0.00													
	Reserve 4 Community Infrastructure Levy	£132,331.65	£132,331.65	£0.00													
	General Reserve at 31st March 2020	£16,554.76	£17,861.10		Level has increase due to reclaim of VAT and Interest on savings accounts.												
Running Costs		£15,046.43	£20,355.00			£24,952.00			£17,952.00			£24,952.00			£20,355.00		
Other Costs		£2,645.00	£2,555.00			£1,230.00			£1,230.00			£1,230.00			£2,555.00		
Discretionary		£1,229.16	£5,251.00			£8,850.00			£3,000.00			£3,500.00			£5,251.00		
Projects		£13,275.64	£33,150.00			£35,150.00			£35,150.00			£35,150.00			£33,150.00		
Check		£32,196.23	£61,311.00			£70,182.00			£57,332.00			£64,832.00			£61,311.00		
	PRECEPT	£24,000.00	£28,161.00			£35,032.00			£22,182.00			£29,682.00			£28,161.00		
Band D			£20.76			£25.63			£16.23			£21.72			£20.61		
					Increase of	23.47%		£4.87	-21.82%	(£4.53)		4.62%	£0.96		-0.74%		-£0.15