

MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022

Current year 2021-22

Next year 2022 - 23

Council administration		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
12	Other income		233.84					2,000.00	
100	Audit				1,000.00	775.00			800.00
101	Meetings / Room hire				400.00	280.00	63.00		412.00
102	Insurance				1,155.00	1,373.29			1,450.00
103	Admin costs / stationery				2,000.00	2,046.74	291.00		2,060.00
104	Subscriptions				930.00	826.29	281.00		1,100.00
105	Website and domain				300.00	588.54	150.00		500.00
106	Councillor training				500.00	357.50	50.00		515.00
107	Staff training				1,000.00	82.50	200.00		1,030.00
108	Election costs				4,735.00		2,200.00		500.00
109	Payroll Administration fee					175.00	75.00		300.00
112	Neighbourhood Plan		66.68		20.00	83.33			20.00
114	Bank fees					97.50	45.00		120.00
115	Legal & professional fees				1,500.00	375.00			1,000.00
210	Miscellaneous / Contingency				1,500.00	83.92			
SUB TOTAL			300.52		15,040.00	7,144.61	3,355.00	2,000.00	9,807.00

MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022

Current Year 2021 – 2022

Next Year 2022 - 2023

Grants, donations, community support		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
8	Council Tax Support Grant	3,000.00	3,896.77					1,900.00	
9	CIL Funding		19,411.74						
120	Section 137 funding		893.00		15,200.00	10,500.00	2,949.00		
122	Community support initiatives					2,220.00	300.00		3,300.00
123	Grants & Donations (GPC)					317.00			15,656.00
SUB TOTAL		3,000.00	24,201.51		15,200.00	13,037.00	3,249.00	1,900.00	18,956.00

Loans		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
140	Public Works Loan Board				13,881.00	6,940.24			
SUB TOTAL					13,881.00	6,940.24			

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Millbrook Skatepark fundraising project		<i>Receipts</i>			<i>Payments</i>			<i>Receipts</i>	<i>Payments</i>
Code	Title	<i>Budget</i>	<i>Actual</i>	<i>Forecast</i>	<i>Budget</i>	<i>Actual</i>	<i>Forecast</i>	<i>Budget</i>	<i>Budget</i>
15	Skatepark fundraising		1,795.74						
20	Donations received		1,172.00						
31	Grant: CC Community Chest Funding		400.00						
300	Merchandise					551.00			
301	Publicity								
SUB TOTAL			3,367.74			551.00			

		<i>Receipts</i>			<i>Payments</i>			<i>Receipts</i>	<i>Payments</i>
Code	Title	<i>Budget</i>	<i>Actual</i>	<i>Forecast</i>	<i>Budget</i>	<i>Actual</i>	<i>Forecast</i>	<i>Budget</i>	<i>Budget</i>
6	Graveyard - Burial fees	2,500.00	1,270.00					2,500.00	
7	Graveyard - Memorial fees	500.00							
170	Devolved services				5,000.00	1,589.40	240.00		1,700.00
175	Tanyard				500.00	584.19	300.00		500.00
190	Bin services				7,000.00	2,020.00			3,000.00
191	Plants and trees		86.67		1,500.00	871.66	200.00		1,500.00
192	Groundworks & maintenance		30.00		15,150.00	2,351.21	750.00		2,500.00
193	Grass cutting and lake flail				7,960.00	4,640.00	2,320.00		8,200.00
195	Utilities costs (Tanyard)					37.27	21.00		60.00
196	Memorial seating		788.49			756.09			
SUB TOTAL		3,000.00	2,175.16		37,110.00	12,849.82	3,831.00	2,500.00	17,460.00

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Play park & sport facilities		<i>Receipts</i>			Payments			<i>Receipts</i>	<i>Payments</i>
Code	Title	<i>Budget</i>	Actual	Forecast	Budget	Actual	Forecast	<i>Budget</i>	<i>Budget</i>
180	Play park				2,500.00	317.59	200.00		2,500.00
181	Skatepark				2,500.00	1,404.27			2,500.00
182	Tennis Courts				200.00	330.32			600.00
183	Playing field								
184	Annual inspections					214.00			250.00
185	Recreation Park general								
SUB TOTAL					5,200.00	2,266.18	200.00		5,850.00

Precept		<i>Receipts</i>			Payments			<i>Receipts</i>	<i>Payments</i>
Code	Title	<i>Budget</i>	Actual	Forecast	Budget	Actual	Forecast	<i>Budget</i>	<i>Budget</i>
1	Precept	104,185.00	104,185.00					106,250.00	
SUB TOTAL		104,185.00	104,185.00					106,250.00	

MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022

		<i>Current Year 2021 - 2022</i>						<i>Next year 2022-23</i>	
		<i>Receipts</i>			<i>Payments</i>			<i>Receipts</i>	<i>Payments</i>
Code	Title	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
2	Car park machine takings	2,180.00	3,361.04	1,010.00				3,780.00	
3	Car park permits	6,000.00	3,312.92	112.00		217.50		3,784.00	
160	Car park repairs & maintenance				2,200.00	601.61	1,400.00		2,000.00
161	Car park machine costs				800.00				824.00
162	Car park general				138.00	6.11			
163	Car park - Village Hall Height Barriers								
SUB TOTAL		8,180.00	6,673.96	1,122.00	3,138.00	825.22	1,400.00	7,564.00	2,824.00

Public toilets		<i>Receipts</i>			<i>Payments</i>			<i>Receipts</i>	<i>Payments</i>
Code	Title	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
150	Contractor cleaning costs				2,700.00	3,040.00	930.00		4,000.00
151	Utility costs				322.00	1,039.91	385.00		1,200.00
152	Non domestic rates		795.46			106.23			
153	Public toilets repairs & maintenance costs					910.51			900.00
154	Public toilets supplies					353.29			400.00
155	Public toilets general								
SUB TOTAL			795.46		3,022.00	5,449.94	1,315.00		6,500.00

Current Year 2021 - 2022

Next Year 2022 - 2023

MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022

Code	Title	Receipts			Payments			Receipts	Payments
		Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
130	Council Officers wages costs								
132	Staff pension								
133	Council Groundworker's wages costs								
SUB TOTAL					36,300.00	29,169.39	15,056.00	65,000.00	

Code	Title	Receipts			Payments			Receipts	Payments
		Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
200	Road signage								
201	Highway improvements				15,000.00				
205	Reports and feasibility studies						10,628.00		
SUB TOTAL					15,000.00		10,628.00		

Code	Title	Receipts			Payments			Receipts	Payments
		Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
4	VETS donations		24.17						
5	Flowerbed and boat sponsorships								
121	Village Enhancement Team (VETs)					54.94			
SUB TOTAL			24.17			54.94			

TOTAL	118,365.00	141,723.52	1,122.00	143,891.00	78,288.34	39,034.00	120,214.00	126,397.00
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MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022



Produced 9 November 2021 (2021 - 2022)

Millbrook Parish Council Reserves Balance Proposed reserve balance as at 1st April 2022

<u>Reserve</u>	<u>Opening Balance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>Current Balance</u>
	£	£		£	£
Capital					
Sports and play park equipment	30,000.00				30,000.00
Total Capital	30,000.00				30,000.00
Earmarked					
Traffic & transport	40,605.00				40,605.00
Elections		2,535.00			2,535.00
Buildings and street furniture	2,800.00				2,800.00
Devolved services: contingency	18,000.00				18,000.00
Council office costs					
Local area development (CIL)				19,411.74	19,411.74
Staffing		10,000.00			10,000.00
Community Projects					
Village Enhancement Team		465.00			465.00
Total Earmarked	61,405.00	13,000.00		19,411.74	93,816.74
TOTAL RESERVE	91,405.00	13,000.00		19,411.74	123,816.74

MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022

GENERAL FUND		109,873.25
TOTAL FUNDS		233,689.99

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		233,690
Forecasted payments 01/01/2022 to 31/03/2022	-45,000	
Forecasted receipts 01/01/2022 to 31/03/2022	1,600	
		-43,400
Forecasted total reserves as at 31/03/2022		190,290

Recommended general reserve = 6 months operating costs.
For 2022-23 anticipated 6 months operating costs = £54,000

£109,873.25 minus £43400 = £66,473
Predicted general reserves as at 31st March 2022 = £66473

2022-23 Budget: Receipts	120214	
2022-23 Budget: Payments	-126397	
	-6183	

Deficit for budget 2022-23, if approved, is £6,183

£66473 minus £6,183 =	60290	
Less recommended reserve	-54000	
Unallocated balance	6290	Recommendation: to be allocated for community projects

Calculations in November 2021:

Previous predicted unallocated reserve = £2065

Calculated forecast included new staff from January 2022. Forecasted wages now reduced by £3,000.

Additional income received / notified but not previously forecasted for burial fees and V.A.T reimbursement not accounted for.

MILLBROOK PARISH COUNCIL BUDGET REPORT – JANUARY 2022

Budget Line	15 - 16	16 - 17	17 - 18	18 - 19	19-20	20-21	21-22	2022-23
Members Expenses	£200.00	£200.00	£100.00	£100.00	£100.00	£100.00		
Chairman's Allowance	£200.00	£200.00	£100.00	£100.00	£100.00	£100.00		
Audit Fees	£600.00	£600.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£800.00
Meetings	£250.00	£250.00	£250.00	£400.00	£400.00	£400.00	£400.00	£412.00
Insurance	£1,800.00	£1,800.00	£1,000.00	£1,100.00	£1,100.00	£1,100.00	£1,155.00	£1,450.00
Office Expenses & Admin	£1,700.00	£1,700.00	£1,500.00	£2,050.00	£2,150.00	£2,400.00	£2,000.00	£2,060.00
Payroll services								£300.00
Subscriptions	£520.00	£520.00	£600.00	£850.00	£850.00	£850.00	£930.00	£1,100.00
Contingency	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,500.00	
Legal fees	£500.00	£500.00	£500.00	£1,000.00	£1,000.00	£1,000.00	£1,500.00	£1,000.00
Web Hosting & PC	£360.00	£360.00	£500.00	£500.00	£500.00	£500.00	£300.00	£515.00
Bank fees								£120.00
Staff Training	£300.00	£300.00	£300.00	£1,600.00	£1,600.00	£1,600.00	£1,000.00	£1,030.00
Councillor Training	£0.00	£0.00	£0.00	£500.00	£500.00	£500.00	£500.00	£500.00
Neighbourhood Plan	£800.00	£800.00	£800.00	£0.00	£0.00	£20.00	£20.00	£20.00
Footpaths (net of grant)	£150.00	£150.00	£150.00	£150.00	£150.00	£150.00		
Grants / Donations / Community support	£700.00	£700.00	£400.00	£200.00	£200.00	£200.00	£15,200.00	£18,956.00
Graveyard & Burials	£700.00	£700.00	£300.00	£300.00	£300.00	£300.00	£1,750.00	
Salaries	£26,400.00	£26,400.00	£27,000.00	£39,220.00	£41,314.10	£41,300.00	£36,300.00	£65,000.00
Loan Repayments	£13,880.00	£13,880.00	£13,880.00	£13,880.54	£13,880.54	£13,880.54	£13,881.00	£0.00
Election Costs	£0.00	£0.00	£2,500.00	£500.00	£500.00	£500.00	£4,735.00	
The Peninsula Trust	£1,000.00	£1,000.00	£1,000.00	£500.00	£500.00	£0.00		
Millbrook Youth Project	£3,840.00	£3,840.00	£3,840.00	£3,840.00	£3,840.00	£3,840.00		
Public Toilets	£2,900.00	£2,900.00	£2,000.00	£2,000.00	£2,000.00	£2,000.00	£3,022.00	£6,500.00
Car Park Costs	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£1,200.00	£3,138.00	£2,824.00
Devolved services	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£1,700.00

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Traffic & Transport	£0.00	£0.00	£0.00	£15,000.00	£15,000.00	£15,000.00	£15,000.00	£0.00
Bin Services	£1,000.00	£1,000.00	£1,500.00	£1,750.00	£1,750.00	£2,200.00	£7,000.00	£3,000.00
Plants & Tree Maintenance	£400.00	£400.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00
Grounds & maintenance	£2,000.00	£3,000.00	£3,500.00	£3,500.00	£3,500.00	£3,500.00	£3,000.00	£2,500.00
Grass Cutting & lake flail	£6,670.00	£6,670.00	£7,936.00	£8,700.00	£8,700.00	£8,700.00	£7,960.00	£8,200.00
Tennis Courts	£100.00	£100.00	£200.00	£200.00	£200.00	£200.00	£200.00	£600.00
Play Park Equipment & Football Pitch	£2,200.00	£2,200.00	£2,400.00	£1,000.00	£1,000.00	£1,000.00	£5,000.00	£3,125.00
Skatepark								£2,625.00
Root Damaged Paths	£300.00	£300.00	£300.00	£1,000.00	£1,000.00	£1,000.00		
Strimming	£100.00	£100.00	£100.00	£100.00	£100.00	£100.00		
Cleaning Vehicle (Sweeper)	£0.00	£0.00	£500.00	£500.00	£500.00	£500.00		
Tanyard Repairs & Development	£500.00	£500.00	£500.00	£500.00	£500.00	£500.00	£500.00	£560.00
General Groundworks (Contract)	£0.00	£0.00	£0.00	£0.00	£3,120.00	£3,120.00	£10,400.00	
Mendennick Solar Fund				£10,000.00				
Total*	81,250.00	82,679.00	83,356.00	110,740.54	£116,054.64	£116,260.54	£143,891.00	£126,397.00
Council Tax Support Grant					£4,827.31	£4,494.23		
Car Park Income					£7,500.00	£7,500.00		
Collected by Precept					-£11,327.31	£104,266.31		

Reserves

Traffic & Transport	£40,605.00
Buildings & Street Furniture	£2,800.00
Elections	£2,535.00
Devolved services	£18,000.00
Staffing: Contingency for locum cover	£10,000.00
Village Enhancement	£465.00
Total earmarked reserves	<u>£74,405.00</u>
Capital: Sports & play equipment	£30,000.00
CIL Funding	<u>£19,411.74</u>
Forecasted unallocated reserves / general reserves	<u>£123,816.74</u>