

Budget and Precept request for 2022/23

1 Introduction

1.1 Budgets and precepts in the previous four years have been:

Year	Budget	Precept
2021/22	£29,682	£21.72
2020/21	£28,161	£20.76
2019/20	£24,000	£17.97
2018/19	£10,000	£7.92

1.2 The deadline for parish councils to confirm their precept requirement, for 2022/23, to Wiltshire Council is 18th January 2022.

1.3 Wiltshire Council has confirmed the tax base for 2022/23 as 1410.64 (an increase of 3.1% against the 2021/22 tax base of 1366.70).

1.4 The Draft Budget for 2022/23 was developed by the Finance Committee in meetings on 4th and 27th October 2021.

1.5 The Parish Council Meeting of 11th October agreed to recommendations from the Finance Committee that the following principles should be used to develop the Running Cost element of the budget:

- Target will be to set a budget requiring zero increase in Precept.
- Ensure that all provisions can be substantiated and no unsupportable contingency is applied for.
- The budget will be able to demonstrate value-for-money.
- Expenditure to be funded through CIL reserves, if permissible, in preference to Precept.

1.6 The Draft Budget was presented to the Parish Council Meeting of 8th November 2021. It was agreed to slightly increase the Draft Budget such that there would be no change to the Precept in 2022/23.

2 The Budget for 2022/23

2.1 The proposed Budget for 2022/23 is as follows:

Budget Heading	Budget 2022/23	To be funded from:
Running Costs:	£30,633	Precept
Project Costs:	£62,800	CIL and Sun Edison reserves
Total:	£93,433	

2.2 The proposed Running Costs Budget for 2022/23, in detail, is as follows:

CALNE WITHOUT PARISH COUNCIL						
PROPOSED BUDGET 2022-23						
RUNNING COSTS						
Calne Without Parish Council Meeting 13th December 2021						
Spending Category	Actual Spend 2019-20	Actual Spend 2020-21	Approved Budget Current Year 2021-22	Spend Current Year to Date (Apr to Nov 2021)	Commentary	Proposed Budget 2022-23
Training	£307.20	£348.00	£1,500.00	£1,138.61	Significant uplift to budget previously made to allow for training of new clerk & councillors. Increased provision for 2022/23.	£2,000.00
Hall Hire	£295.42	£265.02	£400.00	£270.99	2020-21 spend understated due to online meetings. 2022-23 estimate allows for 30 x 2.5hr meetings in NMR at current rate + 3.5% inflation.	£800.00
Clerk	£10,006.57	£9,344.39	£12,000.00	£7,486.71	Estimate allows for Clerk's Salary at 17hrs per week, with 5% uplift for inflation & allowance for employer's pension contribution; plus continuation of current payroll contract with 3.5% uplift. [Reduced by £750 from draft budget tabled at 8th November PC meeting.]	£12,850.00
Insurance	£759.18	£751.70	£810.00	£780.14	Based on last year's premium plus 5% uplift.	£820.00
Audit	£450.00	£690.00	£700.00	£456.00	Based on last year's audit fees plus 5% uplift.	£500.00
IT Services	£908.60	£3,253.39	£1,500.00	£189.80	Estimate allows for ongoing costs of web-hosting, ICO registration, document library plugin, SSL certificate, domain name registration & remote support contract, with 3.5% uplift.	£3,350.00
IT Development	£600.00	£394.80	£2,500.00	£1,785.36	Allows for ongoing website maintenance & limited development, as per current contract with 3.5% uplift. (NB Current year included outlay for laptop & printer for Clerk.)	£1,000.00
Email System	£670.46	£670.46	£660.00	£670.46	Estimate allows for increased functionality on existing licences (to include MS TEAMS), with additional 5% uplift.	£920.00
Bin Emptying	£849.00	£1,272.00	£1,500.00	£903.00	Allows for weekly emptying of current 9nr bins, with 3 additional bins and 5% inflation on current contract rates.	£2,000.00
Election Provision	£0.00	£121.74	£2,400.00	£0.00	Provision would be necessary in the event of a resignation & electors call for a by-election. Agreed to move unspent funds from 2021-22 into a ring-fenced reserve. [Increased by +£900 from draft budget tabled at 8th November PC Meeting to allow for known costs associated with West Ward by-election.]	£900.00
Petty Cash	£200.00	£197.86	£200.00	£35.00	Combined with credit card budget & increased marginally to £250.	£250.00
Equipment and Facility Inspection and Maintenance			£750.00	£453.95	Annual inspections and maintenance council assets including noticeboards, play equipment, Well House and phone box.	£750.00
Credit Card			£32.00	£5.38	Combined with Petty Cash	£0.00
Society of Local Council Clerks (SLCC)	£122.00	£126.00	£130.00	£208.00	SLCC subscription; allow for last year + 5%	£225.00
Wiltshire Association of Local Councils (WALC)	£1,023.23	£1,046.38	£1,100.00	£1,054.04	SLCC subscription; allow for last year + 5%	£1,110.00
Other Subscriptions	-	-	£0.00	£0.00	Subscriptions to environmental groups mandated by Climate Emergency motion passed in April 2020.	£258.00
Public Participation, Exhibitions, Events, Advertising and Communication	£1,229.16	£310.00	£1,000.00	£1,203.90	Increased to allow for Remembrance Sunday road closure costs and potential Jubilee costs. [Increased by +400 from draft budget tabled at 8th November PC Meeting.]	£2,400.00
Neighbourhood Plan	-	-	£2,000.00	£0.00	Transferred to Project Costs for 2022/23.	£0.00
Projects: Running costs	-	£11.00	£500.00	£0.00	Support for running costs of ongoing projects.	£500.00
Chairman's Allowance	-	£59.68	£0.00	£0.00	[No provision made.]	-
Accountancy	-	£61.00	£0.00	£0.00	[No provision made.]	-
Grants	-	£10,208.00	£0.00	£0.00	[No provision made.]	-
TOTAL	£17,420.82	£29,131.42	£29,682.00	£16,641.34		£30,633.00

2.3 Minor amendments have been made following the Parish Council meeting of 8th November are:

- Reduction of £750 to provision for Clerk (reduced allowance down from 18 to 17 hrs/wk.
- Increase of £900 to Election Provision, in respect of known costs associated with the West Ward by-election.

- Increase of +£400 to Public Participation, in respect of potential Jubilee costs.
- Total Change = +£550.

2.4 The proposed Project Costs Budget for 2022/23, in detail, is as follows:

Spending Category	Actual Spend 2019-20	Actual Spend 2020-21	Approved Budget 2021-22	Spend to Date (Apr to Nov 2021)	Commentary	Proposed Budget 2022-23
ROAD SAFETY	£1,047.64	£6,834.00	£15,000.00	£843.11	Provision of £20,000 for improvements arising out of the Road Safety Study & implemented within 2022/23. Includes allowance for any set up costs associated with Community Speedwatch. Assumes spending on VASS/SID devices is made within current financial year.	£20,000.00
INFRASTRUCTURE	£0.00	£0.00	£5,000.00	£0.00	Funds enhancements to infrastructure, such as cycle tracks & footpaths. Have allowed £2,500 for footpaths & rights of way; £10,000 initial funding for improvements to CALW65 (Derry Hill to Studley); £2,500 for other cycle improvements; £500 for Lansdowne Arms Bus Stop. Excluded provision for CALW24 (Cherhill View to Kingsbury Green) pending better definition on cost & timescale.	£15,500.00
MAINTENANCE	£0.00	£350.00	£5,000.00	£0.00	Funds enhanced maintenance of paths, hedgerows & verges, signage, gates, etc. Provision of £2,500 for items arising from footpath audits.	£2,500.00
COMMUNITY IMPROVEMENTS	£4,126.80	£558.30	£1,000.00	£0.00	Provision for initiatives arising from Climate Emergency & Environment Working Group, such as EV charging points.	£2,500.00
COMMUNITY FACILITIES	£8,101.20	£1,770.07	£3,000.00	£0.00	Includes provision for restoration of Stockley Non-Conformist Cemetery and/or other community provision.	£3,500.00
ENVIRONMENT & AESTHETICS	£41.94	£5,000.00	£5,000.00	£0.00	Includes provision for implementation of improvements to the River Marden arising from Study Recommendations, together with spending on planters.	£12,500.00
STATUS	£0.00	£0.00	£150.00	£0.00	Provision previously made for National Association of Local Council Awards Scheme. Not carried forward.	£0.00
Covid-19 Recovery			£1,000.00	£0.00	Remove from next year's budget. Funding requests to be considered against other categories.	£0.00
Defibrillator Maintenance			£350.00	£350.00	Budget increased to potentially cover anticipated replacement / maintenance costs for next year in full.	£4,300.00
Neighbourhood Plan	-	-	£0.00	£0.00	Commitment to fund Neighbourhood Plan Review to the order of £2,000 pa. Transferred from Running Costs on basis of funding in 22/23 being drawn from CIL Reserve.	£2,000.00
TOTAL	£13,317.58	£14,512.37	£35,500.00	£1,193.11		£62,800.00

2.5 The only amendment made to the version presented to the previous Parish Council Meeting has been to move the £10,000 of provision for initial funding for improvements to CALW65 from the Road Safety to the (more applicable) Infrastructure heading.

2.6 The Council is asked to note that the budget set for projects is there to give a structure to the Council's spending and to guide and encourage projects to come forward during the financial year. However, provided a project is acceptable for the use of CIL or Sun Edison funding, the Council can at any time decide to bring forward money from future years into the current budget for specific projects. Running costs, however, are set and if the Council wishes to increase spending in one area during the year, this can only be done by creating a saving elsewhere in that part of the budget or taking money from the reserves.

2.7 The Council is also asked to note that the establishment of the Strategic Planning Committee is expected to bring a more long-term focus to the identification and delivery of capital projects.

3 Precept Calculation

- 3.1 For the proposed Running Costs Budget of £30,633, the resultant precept calculation is as follows:

Precept Request for 2022/23:	£30,633.00
Tax Base for 2022/23:	1410.64
Resultant Band D Precept:	£21.72
Percentage change to 2021/22:	0.0%
Actual change to 2021/22:	£0

- 3.2 The range of precept charges across the bands will be as follows:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£14.48	£16.89	£19.30	£21.72	£26.54	£31.37	£36.19	£43.43

4 Recommendations

- 4.1 That the Parish Council approve the Budget for 2022/23, as detailed above and agree that a Precept request of £30,633 with a resultant Band D cost of £21.72 should be made to Wiltshire Council.
- 4.2 That the Council authorises the signing of the Parish Precept Requirement 2022/23 Form, by the Chairman and the Clerk, for a Precept of £30,633.