

**Budget and Precept Request for 2025/26
For Derry Hill and Studley Parish Council**

1. Introduction

- 1.1 The first draft of the proposed Budget for 2025/26 for the future Derry Hill and Studley Parish Council was presented to Council for review and comment on 14th October 2024. The paper presented can be found using the following link: <https://calnewwithout-pc.gov.uk/wp-content/uploads/2024/10/Draft-Budget-for-2025-26-14Oct24.pdf> .
- 1.2 This was further reviewed at Finance Committee on 4th November, with a revised draft presented to Council for comment on 11th November 2024. This second paper can be found here: <https://calnewwithout-pc.gov.uk/wp-content/uploads/2024/11/Draft-Budget-for-2025-26-11Nov24.pdf> .
- 1.3 A final review was undertaken at Finance Committee on 2nd December. This paper sets out the finalised budget for 2024/25 for formal approval by the Council, to allow for the timely submission of the Council's Precept Request to Wiltshire Council.

2. Amendments made to the draft Budget

- 2.1 The following amendments have been made from the version presented to Council for consideration in November:
- Hall Hire has been reduced to £450 based on a bottom-up estimate of meetings, and assuming the number of sub-committees is reduced from three to two.
 - Bin Emptying has been reduced to £2,106, following receipt of a quotation from an alternative supplier. The additional bin for Petty Acre has been included in this estimate.
 - The budget for membership of WALC (Wiltshire Association of Local Councils) and NALC (National Association of Local Councils) has been reduced to an estimated £565, reflecting the smaller council size.
 - The Contingency Provision of £500 has been removed, as it is considered that the portion of General Reserve to be transferred will be sufficient to accommodate unforeseen costs.
 - The allowance for maintenance of the play area has been reduced to £1,500, as the cost of bin-emptying has been included in the Bin Emptying budget.
- 2.2 Addressing the remaining areas of uncertainty that were identified in the November Budget Paper:
- The tax based for the future Derry Hill and Studley Council has been confirmed as 831.80.
 - It has been confirmed that the changes in employer's National Insurance Contributions will apply to local council staff.

- The potential cost of the Parish's contributions towards the May 2025 local elections has been reviewed. The future Council's apportionment of the current Election Reserve is estimated as sufficient to cover the potential recharge costs of a contested election, but a budget of £500 to recover the Reserve is considered appropriate.

3. Proposed Budget for Derry Hill & Studley Parish Council 2025/26

3.1 The proposed Budget for Running Costs is detailed below (a spreadsheet version will also be circulated for ease of reference):

Spending Category	Actual Spend 2020-21	Actual Spend 2021-22	Actual Spend 2022-23	Actual Spend 2023-24	Approved Budget 2024-25	Spend to Date (Apr to Nov'24)	Commentary	Proposed Budget 2025-26 Current cost base	Inflation Allowance	Proposed Budget 2025-26
Training	£348.00	£1,606.61	£418.45	£1,301.36	£1,500.00	£152.68	Reduced number of councillors, but maintained at £1,500 as will need to fund training of new councillors.	£1,500.00	0.00%	£1,500.00
Hall Hire	£265.02	£270.99	£530.80	£797.60	£735.00	£512.98	Bottom-up estimate, based on reduced number of committees	£450.00	0.00%	£450.00
Clerk	£9,344.39	£11,970.11	£13,737.68	£15,604.45	£17,644.23	£11,834.21	Updated for 2024/25 pay rate. Have included for pension uplift and NI employer contribution (to be confirmed). Have allowed for 2025/26 as inflation allowance.	£17,941.24	5.00%	£18,838.30
Insurance	£751.70	£780.14	£712.28	£747.18	£747.18	£755.21	First year out of agreement reduced size of council, best guess	£850.00	0.00%	£850.00
Audit	£690.00	£456.00	£595.00	£530.00	£556.50	£540.00	Audit costs: Internal: £225 External: income related - £210 for £25-50k; £315 for £50-£100k; £420 for £100-£200k. (Fee scale updated with revised rates.)	£435.00	2.50%	£445.88
IT Services	£3,253.39	£2,954.60	£1,395.99	£2,872.92			Ongoing costs of: Web hosting @ £99.00; Office 365 Business Standard Licence @ £135.36; ESET Anti Virus Licence @ £10.50; SSL Certificate @ £50.00; Office 365 E1 Licence x 2 @ £172.80; ICO Registration @ £35.00; Doc Library plugin @ £94.80; Remote IT support - assume £1,000 based on pay-as-you-go arrangement as new clirs will require onboarding	£1,597.46	2.50%	£1,637.40
IT Development	£394.80	£1,958.16	£949.12				Website maintenance & limited development & support at £150 per quarter. Scribe at £345.80 per annum licence Parish Online at £115.20	£1,063.70	2.50%	£1,090.29
Email System	£670.46	£944.09	£873.60				10 x £64.09 for MS365 Business Basic.	£640.90	2.50%	£656.92
IT and email provision				£2,872.92	£3,900.87	£1,775.44				
Bin Emptying	£1,272.00	£1,377.00	£1,290.00	£2,157.00	£4,212.00	£1,581.44	Six bins emptied weekly. Have been quoted £221.76/month which equates to £8.53 per bin empty. 21/11/24 new quote received from alternative supplier equating to £6.50/dog waste bin and £4 per litter bin; budget proposal amended accordingly.	£2,106.00	0.00%	£2,106.00
Election Provision	£121.74	£646.03	£0.00	£0.00	£0.00	£0.00	Assume that new council will inherit a proportion of the current election reserve, but may need to replenish following May'25 elections.	£500.00	0.00%	£500.00
Petty Cash	£197.86	£113.89	£132.98	£1.46	£100.00	£0.00	Reduced to £0	£0.00	0.00%	£0.00
Equipment and Facility Inspection and Maintenance		£453.95	£1,234.41	£2,483.56	£2,834.12	£736.29	Goal post inspection by RoSPA @ £75 Noticeboard maintenance @ £85 each x 4nr Litter bin lids @ 2 x £30 Other (e.g. SID batteries) @ £1000 for unforeseen works	£1,475.00	2.50%	£1,511.88
Credit Card & bank charges		£37.38	£183.22	£32.00	£32.00	£32.00	Cost of credit card = £32 per year. Have added for bank charges at £4.25 per month	£83.00	0.00%	£83.00
Office Supplies				£281.80	£300.00	£101.24	Maintained at £300 for envelopes, paper, toner, stamps, phone costs, stationery, as unlikely to significantly reduce.	£300.00	0.00%	£300.00
Society of Local Council Clerks (SLCC)	£126.00	£208.00	£171.00	£177.00	£185.85	£183.00	Allow for last year + inflation	£183.00	2.50%	£187.58
Wiltshire Association of Local Councils (WALC)	£1,046.38	£1,054.04	£883.19	£890.93	£935.48	£921.57	Revised estimate based on smaller parish.	£565.00	0.00%	£565.00
Public Participation, Exhibitions, Events, Advertising and Communication	£310.00	£1,842.21	£2,015.09	£3,938.13	£3,000.00	£2,257.81	Remembrance Sunday road closure @ £944. inSPIRE magazine @ £360. Increase to £1,600 for additional printing costs.	£1,600.00	2.50%	£1,640.00
Projects: Running costs	£11.00	£0.00	£25.00	£0.00	£0.00	£0.00	Not used so far this year.	£0.00	0.00%	£0.00
Chairman's Allowance	£59.68	£0.00		£0.00	£0.00	£0.00		£0.00	0.00%	£0.00
Accountancy / payroll	£61.00	£0.00	£135.00	£225.00	£0.00	£90.00	Payroll costs at £45/quarter	£180.00	2.50%	£184.50
Contingency	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		£0.00	0.00%	£0.00
Additional allowance for Playground							Allow for estimated ballpark costs of £500 for grasscutting; £1,000 contribution to maintenance reserve; bin-emptying included in bin emptying budget	£1,500.00	0.00%	£1,500.00
TOTAL	£18,923.42	£26,673.20	£25,282.81	£34,913.31	£36,683.23	£21,473.87		£32,970.30		£34,046.74

- 3.2 With the addition of budgets of £5,000 each for Community Grants and Projects, the estimated Precept for a Band D Property would now be:

Element	Budget	Future Tax Base¹	Resulting Precept for Band D Property
Running Costs	£34,046.74	831.80	£40.93
Grants to Community Groups	£5,000.00	831.80	£6.01
Projects	£5,000.00	831.80	£6.01
Total	£44,046.74	831.80	£52.95

1. Future tax base as advised by Wiltshire Council on 8th November.

4. Recommendation

- 4.1 That the Parish Council approves the Budget for 2025/26 for the future Derry Hill and Studley Parish Council, as detailed above, and agree that a Precept Request of £44,046.74 with a resultant Band D cost of £52.95 should be made to Wiltshire Council.
- 4.2 That the Council authorises the signing of the Parish Precept Requirement 2025/26 Form, by the Chairman and the Clerk, for a Precept of £44,046.74.