

DRAYTON PARISH COUNCIL

Clerk's Report to the Finance and Personnel Committee – 13th November 2017

Agenda Items

7	<p>Draft Expenditure budget 2018-19: To consider the budget drafted by the Clerk, and to agree a recommendation to the December 2017 Parish Council meeting</p> <p>Balances Cover: Expected Balances of circa £41k at end March 2018 represent 51% of the Precept and approx. 8 months of expenditure and align with Reserves Policy, which is 6-9 months of expenditure. A balanced Budget of £87,662 is proposed for next year, increasing the Project Reserves/Contingency by £24k. Inflation is assumed at 1% for pay and 3% other costs, though underspending on caretaker costs this year skews outturn figures for many committee budgets.</p> <p>See attached DRAFT Budget for 2018-19 and commentary as follows:</p> <p>Administration > £484: Allows for 1% pay inflation, increments for the Clerk & Deputy Clerk; Clerk's o/time is dealt with in D2020 admin. Clerk's contracted hours unchanged at 10hrs pcw. Deputy Clerk also 10 hrs pcw.</p> <p>Grants: Village grants reduced from £15,770 to £12,500, on basis that main organisations are covered with contingency for others (see budget notes for allocations)</p> <p>Committee Budgets. > £1500 The draft budget recommends an increase in anticipation of extra costs in hedge/tree trimming and grass cutting with extra land at Walnut Meadow and as OCC reduces its efforts in these areas and the PC's work increases to compensate</p> <p>Drayton2020 Administration → £1,737 The draft budget provision of 5 hrs o/time pcw for the Clerk/Project Manager including NI and pension costs. A provision of £1,500 for legal/professional costs remains included.</p> <p>Miscellaneous. £450 for general contingencies</p> <p>Drayton2020 Projects. It is recommended that £24,000 be allocated for Drayton2020 Projects as a contingency for extra maintenance and for capital costs so as to carry forward the agreed objectives in the neighbourhood plan. (Including e.g. MUGA/exercise trail contribution; footpath and cycleway improvements, tree planting, village hall refurbishment pump priming grant, etc.). The timing of commitments at Walnut Meadow and the uncertainty of accessing s106 grants when commitments are incurred makes this a contingency sum against highly uncertain circumstances.</p>
8	<p>Draft Income budget for 2018-19:</p> <p>a) Charges - to review the present level of charges for allotments, burials etc. and to make recommendations for any changes to the December 2017 meeting of the Parish Council</p> <p>Allotment Charges. These were last reviewed in 2014 and increased rents were charged from March 2016 (1 year's notice required). Annual charges are £15; £7.50; or £11.25, depending on plot size. Inflation was 1.2 % in 2015, 2.5% in 2016 and 3% in 2017, so a 7% increase wef March 2019 is recommended with charges of: £16; £8; £12.</p> <p>The Clerk's recommendation is that Allotment Rents should be increased by 7% wef from March 2019 and that a year's notice be given of this 3 year inflation review figure</p> <p>Burial Charges – Burial charges were last increased in April 2017. Charges are currently £57.50 or £130 with non-parishioners paying triple charges. Inflation is now 3%. Maintenance costs are likely to increase as graves are placed in new areas. Hedge and tree maintenance costs are increasing. The Parish Council could be faced with taking over the costs of maintaining the St Peters grave yard if it becomes a closed graveyard.</p> <p>The Clerk's recommendation is that Burial Charges should be increased by 3% (and rounded up) wef April 2018: £60 and £135, triple for non-residents</p>

(b) **Precept 2018-19:** To agree a level for the precept to recommend to the December 2017 Parish Council meeting

The DRAFT budget is based on an assumption that the precept is increased from £80,000 to £85,000 for 2018-19. – see separate Precept Report