

Law/New

Budget 2021-2022	Actual Spend to date - 13.10.2021 (excluding VAT)	Forecast Spend to 31.03.2022	Forecast Total Spend 2021- 2022	Variance (+ or -)	Proposed Budget 2022 -2023	Earmarked Funds from Previous Budgets - to date unspent	Notes
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	Payments								
	General Administration								
LGA1972s111	Clerk Wages	£4,713.28	3412.87	2498.15	5911.02	£1,197.74	6295.32		Clerk hours increased - for 2022-2023 yearly increase 5% rise suggested
NEW	Overtime	0	524.61	0	524.61	£524.61			
	Back Pay	0	0	0	78.177	£78.18			NALC pay rise to be back dated to April 2021. Clerk hours from April to October are: April 42.5, May 45.15, June 45.25, July 56.5, August 53, September 53, October 44.5 Total 339.9 - possible increase 23p per hour
NEW	Clerk Locum - Earmark Funds	0	0	0	0	£0.00			Risk to Council highlighted in 2021 - need to ensure insured for Locum Clerk (6 months locum £3600)
	HMRC	0	0	0	0	£0.00	0		
	National Insurance	0	0	0	0	£0.00	0		
	Pension	0	0		0	£0.00			Staffing Committee needs to discuss in Clerk 2021 Appraisal, as contributions need to be made.
	Homeworking Allowance	150	79	65	144	-£6.00	156		increased from £10 to £13 per month in July 2021 Meeting
	Payroll Software	60	58.8		58.8	-£1.20	60		
	Office Stationary	150	192.43	60	252.43	£102.43	200		invest in ink printer to reduce printer ink costs
	General Admin	0	58.15	0	58.15	£58.15	30		Photocopying for Staffing Committee
NEW	Mobile Phone - Top Up (Tesco PAYG)	0	10	10	20	£20.00	30		
	Mobile Phone purchase	0	89	0	89	£89.00	0		purchased in September 2021
	Confidential Shredding	10	0	40	40	£30.00	10		
	Zoom License - on line meetings until May 2021	120	43.17	0	43.17	-£76.83	0		ended May 2021
	Zoom telephone call refund to Councillors	0	0	0	0	£0.00	0		ended May 2021
	Statutory Requirements								
	Zurich Insurance	791.79	774.78	0	774.78	-£17.01	870.96		have increase 2022-2023 by 10%
NEW	Allotment Insurance				234.08		117.04		Chris Knott Allotment Insurance, starting December 2021 - Council to pay half, allotment holders to pay half.
	Allotment Water supply	300	100	25	125	-£175.00	200		DD was £25, changed to £5 on the 01.11.2021 as in credit - will increase again in April to £25
	Parish Annual Community Meeting - Villages Even	500	0	0	0	-£500.00	0	500	No event in 2020 or 2021 - Earmark £1000
	Elections	0	0	0	0	£0.00	0	5000	In Leek BS
	Audit - Internal	170	125	0	125	-£45.00	80		
	Audit - External	240	200	0	200	-£40.00	160		
	Play Inspection - Monthly	360	330	30	360	£0.00	360		

	Play Inspection - Repairs	100	80	20	100	£0.00	100		
	Play Inspection - Annual	85	0	85	85	£0.00	85		
	Information Commission - Data Protection (ICO)	35	35	0	35	£0.00	35		paid by DD
	Website hosting	192.5	170	0	170	-£22.50	170		
	Website compliance	25	0	25	25	£0.00	25		
NEW	Staffing committee meeting room hire	0	25	25	50	£50.00	50		new committee
LGA1972s111	Parish Meeting - Room hire - Stramshall	25	0	0	0	-£25.00	330		if Wilfred House accepted would be £33 per meeting
LGA1972s111	Parish Meeting - Room hire - Bramshall	30	0	48	48	£18.00			due to Covid, may have to be in Bramshall venue
	Office Assets - Maintenance								
	laptop	0	0	0	0	£0.00	0		
	laptop service	60	5	55	60	£0.00	60		
	printer	0	0	0	0	£0.00			need to research a printer that has online link to save on stationary costs
	Hard Drive	0	0	0	0	£0.00	0		
	Software - virus	40	24.95	15	39.95	-£0.05	39.95		bullguard and ccleaner
						£0.00			
						£0.00			
						£0.00			
	Assets within Parish -Maintenance - see funds for upkeep of assets tab and required replacement of assets	975	1073.85	0	1073.85	£98.85	2284.7		SEE SEPARATE TAB for breakdown of costs
	Subscriptions								
	Staffordshire Parish Council Association (SPCA)	390	357	0	357	-£33.00	392.7		estimate 10% increase
	Society of Local Council Clerks	100	0	109	109	£9.00	109		
	Support Staffordshire	25	0	25	25	£0.00	25		
	Countryside Alliance	36	0	0	0	-£36.00	0		
	Staffordshire Playing Fields Association	0	20	20	40	£40.00	20		
	Local Council Administration book (Arnold Baker)	150	0	150	150	£0.00	0		
	Training								
	Councillors	150	780	100	880	£730.00	500		
	Clerk	60	66	0	66	£6.00	60		
	Maintenance/Groundworks/contracts								
	Defibrillator Annual Electricity - Bramshall and Stramshall Village Halls (£6 per village hall)	12	0	12	12	£0.00	12		
	Defibrillator Pads - Stramshall and Bramshall	0	0	0	80	£80.00	0		renewed in 10.11.2021 - expire 28.01.2024
	Grass cutting within Parish - see tender document for full details	3790	2707.15	1082.84	3789.99	-£0.01	3884.75		Council extended contract for one year to end in March 2023 - 2.5% inflation increase for year 2022-2023
	Grass cutting - Stramshall Church Yard	1430	1430	130	1560	£130.00	1465.75		11 cuts per year at £130 - extra cut agreed in October 2021 Meeting for 2021 - increase by 2.5% each year
	Hedges - Allotment and Playing Fields	120	0	120	120	£0.00	123		increase by 2.5% each year

	Ditch maintenance- Allotments	100	0	0	0	-£100.00	100	200	ditch cleaned in 2019, build up funds, as needs to be cleaned every 3 years.
***	Stile repair - 3 in bramshall, 3 in stramshall						1440		
	Pest Control - Playing Fields	80	0	80	80	£0.00	80		
	Wildflower border grass strimming	0	15	0	15	£15.00	120		
NEW	Strimming rest of Wildflower border area to allotment boundary						120		
	Wildflower border maintenance - Severn Trent Grant	1350	0	450	450	-£900.00	0	1350	£450 per year for 3yrs, starting October 2021 - funds in Leek BS, as Earmarked, due to Grant received.
NEW	Saplings on Playing Fields - grass cutting around them	0	180		180	£180.00	180		3 cuts at £60
	Playing Field - Repairs	675	533	0	533	-£142.00	500		£94.50 to repair ground at entrance, £438.50 fence repairs (boundary fence is Council responsibility)
	Allotment Maintenance Repairs	500	25	700	725	£225.00	350		overspend this year due to plot 7a- 7b for next year propose to widen path, virement from Lengthsman budget and use allotment rent
	Allotment Water Trough repairs	100	0	0	0	-£100.00	0		
	Lengthsman - ditches etc	1700	1135	0	1135	-£565.00	1500		£1700 from 2021 budget and £2130 unspent from 2020 budget
	Goal Posts x 2	0	554.6	0	554.6	£554.60	0		£300 grant from Lowe Engineering towards cost
	Goal Post installation	0	300	0	300	£300.00	0		£300 virement from Lengthsman budget
	Footpaths and Stiles repairs	2160	1840	0	1840	-£320.00	680	320	4 stile repairs using new budget and variance from previous budget
	Poppy Wreath - Bramshall & Stramshall	100	0	100	100	£0.00	120		one wreath for each village from RBL
NEW	Tree Survey - Annual	0	0		0	£0.00	420		quote received from Tree Development surveys and consultancy 31.10.2021
	Tree Surgery - within Parish	500	0	300	300	-£200.00	300	200	tree on allotment needs pruning - discuss in December meeting
	Stramshall Playing Fields - Land Registry solicitor fees	0	0	0	0	£0.00	346		fees in letter dated 05.02.2021
	Parish Projects								
	Village Gateway Signs - Bramshall x1 Stramshall x 1, Spath x 1	3738	0	2860	2860	-£878.00	6466		completed Bennetts Lane, Bramshall in 2021 - added £600 for wood signs, then £1860 for Stone Road Bramshall, added £2106 for St Michael Road, Stramshall, added £1860 for Spath plus £40 permission to dig (use £878 funds not used in 2021-2022)
	Play Equipment project - Stramshall Playing Fields development - Questionnaire	1800	1915	0	1915	£115.00	0		installed a saw in play area 2021
	Wildflower Border in Stramshall - Seed	0	43.2	0	43.2	£43.20	43.2		
	Wildflower Border in Bramshall - Create and Seed	0	0	0	0	£0.00	450		
NEW	Bramshall Plaque plants - new plants needed and old ones removed - community project	25	0	0	0	-£25.00	400	30	£30 not used in 2020
	Speed Indicator Sign x 1 - Loxley Junction	2200	2016	514	2530	£330.00	0	470	£3000 in 2020 budget.

	Stramshall Speed Reduction Project (Questionnaire) - moving of Speed Indicator sign (allotments) and contribution to S106 design	600	0	0	0	-£600.00		1200	£1200 not spent in 2019 and 2020 to be used for installation
NEW	Stramshall Speed Indicator Sign x 2 - Jasmine Cottage, High Street, Stramshall Road, Spath					£0.00	5549.86		two signs 3819.86, installation 900, sockets 110, permission to dig 720
	Bramshall Speed Reduction project (Questionnaire) - Speed Indicator signs x 2 - Bramshall Road, Stocks Lane	1000	0	3819.86	3819.86	£2,819.86	0	2000	£1000 not spent in 2019 and £1000 not spent in 2020 to be used for installation of both signs
NEW	Bramshall Speed Indicator Sign - Bramshall Road/Church Lane	0	0	0	0	£0.00	2714.93		speed sign 1909, foot 55, installation 450, permission to dig 300
	Speed Indicator - repair budget	0	0	0	0	£0.00	100		Build up funds in case of repair needed
NEW	Parish Questionnaire 2022					£0.00	405		2 sheets of paper for 1350 residents at 15p per sheet.
NEW	Loxley Junction - redesign of layout in collaboration with SCC and Kingstone PC					£0.00	2070		SCC advised they would need a contribution to the project - Public Loan of £40k needed from URPC and Kingstone PC - 25yr repayment - see Public Loan file - PWLB lending facility 020 7862 6610 pwlb@dmo.gov.uk - https://www.dmo.gov.uk/responsibilities/local-authority-lending/lending-arrangements/
NEW	Hollington Lane, Stramshall - Flowerbed					£0.00	50		residents gain trees for free, need to build up funds for any repairs
NEW	Perch Seats in Stramshall Bus Stops x 4 - https://www.shelterstore.co.uk/product/2-person-perch-seat - £85 each, plus installation £50 each					£0.00	540		
NEW	Perch Seats in Bramshall Bus Stops x 2 - https://www.shelterstore.co.uk/product/2-person-perch-seat - £85 each plus £50 installation					£0.00	270		
	Grants								
	Village Groups - Bramshall & Stramshall	300	0	300	300	£0.00	300	300	No requests from Village Groups in 2020 - £150 for Bramshall, £150 for Stramshall
	Grant to outside bodies - awarded via URPC Grant application form	150	0	0	0	-£150.00	0		
	Christmas Tree - Christmas Lights - Bramshall & Stramshall	320	0	320	320	£0.00	320		£160 per village
NEW	Queen Platinum 2nd June 2022					£0.00	0		Event being held by local farmer
	Best Kept Village - Bramshall	0	0	0	0	£0.00	0	40	did not spend in 2020
	Flowerbox displays - Broomyclose Lane, Stramshall - plants	40	0	40	40	£0.00	0	40	letter written to resident 27.10.2021 - resident declined offer of funds
	Plants for Bramshall plaque	25	0	0	0	-£25.00	0	25	see entry for refurbishment of area in separate budget line
NEW	Bramshall Newsletter Donation	0	0		0	£0.00	150		
NEW	Stramshall Newsletter Donation	0	0		0	£0.00	150		

TOTAL

35,954.67	£2,862.02	44,576.16	11,675.00
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Summary

Lloyds Bank Balance 01.11.2021	20,483.49
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Leek BS balance 13.10.2021 - current EARMARKED FUNDS	12,808.57
Forecast Total Spend to 31.03.2022	35,954.67
Variance in 2021-2022 spend +/-	2,862.02
Budget for 2022-2023	44,576.16
Precept 2022-2023	44,576.16