

2021/2022 BUDGET WORKING PAPERS

16/02/2022

CC	ACT YTD	Original Budget 20/21	Virements	Current Budget	Variance	Exp. Out Turn	Budget Perf.	Budget 2021/2022	Notes	
100 Income										
1076	Precept	£ 224,500	£ 224,500	£ -	£ 224,500	£ -	£ 224,500	£ -	223000	0% increase in Precept
1076	Precept support grant							£ 3,885		Additional grant from East Suffolk (Covid-19)
1090	Bank Interest	£ 6	£ -	£ -	£ -	£ 6	£ 6	£ 6	£ 1,000	
1100	Market Income	£ -	£ 1,000	£ -	£ 1,000	-£ 1,000	£ -	-£ 1,000	£ 500	
1305	Community Partnership	£ 3,024	£ -	£ -	£ -	(3,024)	£ 3,024	£ 3,024	£ -	
1150	Other Income	£ 11,204	£ 150	£ -	£ 150	£ 11,054	£ 11,204	£ 11,054	£ 1,000	
TOTAL		£ 238,734	£ 225,650	£ -	£ 225,650	£ 10,060	£ 238,734	£ 13,084	£ 229,385	
120 Salaries & Staff Expenses										
4000	Staff Salaries Tax/NI/Pension	£ 11,760	£ 44,500	-£ 5,000	£ 39,500	£ 27,740	£ 36,444	£ 3,056	£ 69,000	Includes allowance for pay award
4050	Clerks Expenses	£ -	£ 200		£ 200	£ 200	£ -	£ 200	£ 200	
4055	Other Staff Costs	£ 73			£ -	-73	£ 73	-£ 73	£ 150	
4060	Recruitment Costs	£ 839	£ 1,000		£ 1,000	£ 161	£ 839	£ 161	£ -	
4065	Agency/Interim Services	£ 21,394	£ 19,500	£ 7,600	£ 27,100	£ 5,707	£ 27,800	-£ 700	£ -	
4095	Training	£ 50	£ 850		£ 850	£ 800	£ 200	£ 650	£ 500	
TOTAL		£ 34,116	£ 66,050	£ 2,600	£ 68,650	£ 34,535	£ 65,356	£ 3,294	£ 69,850	
140 Councillors										
4100	Chairman's Allowance	£ -	£ 200	£ -	£ 200	£ 200	£ 200	£ -	£ 200	
4105	Councillors Expenses	£ -	£ 350	£ -	£ 350	£ 350	£ 350	£ -	£ 350	
4110	Chairman's Reception	£ -	£ 250	£ -	£ 250	£ 250	£ -	£ 250	£ 250	
4120	Councillor Training	£ -	£ 1,250	£ -	£ 1,250	£ 1,250	£ 500	£ 750	£ 1,250	
TOTAL		£ -	£ 2,050	£ -	£ 2,050	£ 2,050	£ 1,050	£ 1,000	£ 2,050	
160 Office & Admin Costs										
4200	Office Cleaning	£ 603	£ 3,300		£ 3,300	£ 2,697	£ 1,000	£ 2,300	£ 1,500	
4205	Office Utilities	£ 1,455	£ 2,850		£ 2,850	£ 1,395	£ 2,850	£ -	£ 2,500	
4220	Hire of hall for mtgs	£ 60	£ 1,550		£ 1,550	£ 1,490	£ 150	£ 1,400	£ 900	
4225	Advertising	£ -	£ 500		£ 500	£ 500	£ -	£ 500	£ 500	
4230	Audit Fees	£ 1,051	£ 1,300		£ 1,300	£ 249	£ 1,051	£ 249	£ 1,250	
4235	Bank Charges	£ 49	£ 350		£ 350	£ 301	£ 140	£ 210	£ 240	
4240	Postage	£ -	£ 300		£ 300	£ 300	£ 30	£ 270	£ 30	
4245	Printing & Stationery	£ 1,507	£ 1,800		£ 1,800	£ 293	£ 2,000	-£ 200	£ 1,800	
4250	Subscriptions	£ 1,265	£ 1,700		£ 1,700	£ 435	£ 1,700	£ -	£ 1,700	
4255	IT support & Software	£ 4,207	£ 2,000		£ 2,000	-£ 2,207	£ 4,500	-£ 2,500	£ 1,800	
4260	Telephone/Broadband	£ 739	£ 1,550		£ 1,550	£ 811	£ 1,550	£ -	£ 1,550	
4265	Equipment	£ 526	£ 1,000		£ 1,000	£ 474	£ 1,000	£ -	£ 1,000	
4270	Insurance	£ 2,007	£ 2,250		£ 2,250	£ 243	£ 2,250	£ -	£ 1,000	
4275	Election	£ -	£ 500		£ 500	£ 500	£ -	£ 500	£ -	
4280	Supplies & Petty Cash Items	£ 137	£ 250		£ 250	£ 113	£ 250	£ -	£ 250	
4285	Consultants	£ -	£ 1,500		£ 1,500	£ 1,500	£ -	£ 1,500	£ 1,500	
TOTAL		£ 13,606	£ 22,700	£ -	£ 22,700	£ 9,094	£ 18,471	£ 4,229	£ 17,520	
170 Loan Repayment										
4300	Loan Repayment	£ 21,400	£ 21,400	£ -	£ 21,400	£ -	£ 21,400	£ -	£ 21,400	
TOTAL		£ 21,400	£ 21,400	£ -	£ 21,400	£ -	£ 21,400	£ -	£ 21,400	

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200 External Comms										
4400	Newsletter & Publicity	£ 1,320	£ 1,400	£ -	£ 1,400	£ 80	£ 1,400	£ -	£ 3,500	
4405	Website creation	£ 200	£ 2,600	£ -	£ 2,600	£ 2,400	£ 2,600	£ -	£ 1,500	
	Business Community								£ 500	
	TOTAL	£ 1,520	£ 4,000	£ -	£ 4,000	£ 2,480	£ 4,000	£ -	£ 5,500	
300 S137 Payments										
4555	S137 Purchases	£ 50	£ 500		£ 500	£ 450	£ 500	£ -	£ 500	
4560	Other S137 Grants	£ 400	£ 1,000		£ 1,000	£ 600	£ 1,000	£ -	£ 1,000	
4565	Christmas Lights	£ -	£ 8,100		£ 8,100	£ 8,100	£ 8,100	£ -		Merged with Christmas lights & events
4599	Covid 19 & community cohesion Emergency Fund	£ 7,870	£ -	£ 11,500	£ 11,500	£ 3,630	£ 11,320	£ 180	£ 10,000	
	TOTAL	£ 8,320	£ 9,600	£ 11,500	£ 21,100	£ 12,780	£ 20,920	£ 180	£ 11,500	
320 Grants & Events not S137										
4500	Market Hall	£ 19,375	£ 20,500	£ 4,000	£ 24,500	£ 10,250	£ 24,500	£ -	£ 16,000	Reduced as it is believed that increased marketing could increase revenue.
4505	Christmas lights & Event (S145 & S137)	£ -	£ 3,500	£ -	£ 3,500	£ 3,500	£ 1,500	£ 2,000	£ 11,000	
	Town Events		£ 10,000	-£ 10,000	£ -		£ -	£ -	£ 15,000	To cover costs of events such as music festival, Mem. Field centenary and working towards 2022 charter
4510	Other Grants	£ 3,000	£ 9,000	£ -	£ 9,000	£ 9,000	£ 9,000	£ -	£ 9,000	
4550	Youth Provision	£ 18,000	£ 24,000	£ -	£ 24,000	£ 6,000	£ 18,000	£ 6,000	£ 9,000	To cover donations to organisations such as ACT and CYDS directly responsible for assisting the Youth of Saxmundham
	TOTAL	£ 40,375	£ 67,000	-£ 6,000	£ 61,000	£ 28,750	£ 53,000	£ 8,000	£ 60,000	
400 Neighbourhood Plan										
4705	NP expenses	£ 300	£ -	£ -	£ -	-£ 300	£ 300	-£ 300		Not required
4700	Consultants for NP	£ -	£ 2,000	£ -	£ 2,000	£ 2,000	£ 2,000	£ -		Merged to total costs
4705	Neighbourhood plan costs	£ -	£ 500		£ 500	£ 500	£ 500	£ -	£ 3,000	
	TOTAL	£ 300	£ 2,500	£ -	£ 2,500	£ 2,200	£ 2,800	-£ 300	£ 3,000	
500 Town Improvements & Décor										
4810	Saxmundham In Bloom/Anglia in bloom	£ 2,641	£ 5,000	£ -	£ 5,000	£ 2,359	£ 5,000	£ -	£ 3,000	
4815	Grounds Maintenance	£ 396	£ 2,000	£ -	£ 2,000	£ 1,604	£ 2,000	£ -	£ 2,000	
4820	Play inspection	£ -	£ 350	£ -	£ 350	£ 350	£ 350	£ -	£ 400	
4825	Market expenses	£ 844	£ 1,500	£ -	£ 1,500	£ 656	£ 1,500	£ -	£ 1,500	
	Friendly Benches								£ 1,000	
	New/Refurbished Noticeboards								£ 1,000	
	Market Development								£ 500	
	Tourist Information Point								£ 500	

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	TOTAL	£ 3,881	£ 8,850	£ -	£ 8,850	£ 4,969	£ 8,850	£ -	£ 9,900
600	Capital & Maintenance								
4650	General STC Maintenance	£ 9,705	£ 14,500	£ -	£ 14,500	£ 4,795	£ 14,500	£ -	£ 15,000
	Special Virement to Asbestos removal	£ 5,900		£ 5,900	£ 5,900		£ 5,900		No budget 2021/22
4670	Town House building maintenance	£ 2,226	£ 3,500	£ -	£ 3,500	£ 1,274	£ 4,000	-£ 500	£ 3,500
	Contribution to EMR for Capital & Maint	£ 3,500	£ 3,500		£ 3,500	£ -	£ 3,500	£ -	£ -
	Youth Booth Maintenance							£ -	£ 2,500
	TOTAL	£ 21,331	£ 21,500	£ 5,900	£ 27,400	£ 6,069	£ 27,900	-£ 500	£ 21,000
	TOTAL PRECEPT & GENERAL RESERVES EXP	£ 144,849	£ 225,650	£ 14,000	£ 239,650	£ 102,927	£ 223,747	£ 15,903	£ 221,720

Proposal that	Precept set at	£223,000.00	£	21,000
	Precept Grant	£3,885.00		
	Other Income	£2,500.00		
	Total Income	<u>£229,385.00</u>		
	Total expenses set at	<u>£ 221,720</u>		
	Difference between income and expenditure	<u>£ 7,665</u>		

Virements

- 1 Transfer £10k from Music Fest to Covid 19
- 2 £4k from Gen reserves to MH Boiler
- 3 £5k from Salaries to Interim
- 4 10k from Gen Reserves to Asbestos