

2019 20 budget, outturn and forward plan V5

Budget Summary

INCOME

	Budget 2018/19	Outturn 2018/19	Budget 2019/2020	Year to date 2019/20	Revised budget 2019/2020	Outturn proj 2019/20	Notes
Precept	£ 189,450		£ 207,497	£ 207,497	£ 207,497	£ 207,497	
Market income	£ 6,500		£ 5,000	£ 1,426	£ 5,000	£ 1,426	Market fees on hold as much diminished
NP grant	£ 4,500		£ 3,000	£ -	£ 3,000	£ -	
Misc income	£ -			£ 750		£ 875	Christmas donations
From Gen Reserve	£ 3,373		£ -	£ 3,373	£ -	£ 3,373	
From Earmark Res	£ -		£ 1,891	£ 1,891	£ 1,891	£ 1,891	
CIL brought forward			£ 1,432	£ 1,432	£ 1,432	£ 1,432	CIL was earmarked for outdoor gym
CIL income this year	£ -			£ 35,039		£ 35,039	CIL £4677+£30362.32
Other income			£ 50	£ 43	£ 50	£ 65	Bank interest £43.00 to date
Total	£ 203,650		£ 218,870	£ 251,451	£ 218,870	£ 251,598	<i>incs CIL which goes to earmarked reserves</i>
					£ 217,438	£ 215,127	<i>outturn without CIL</i>

EXPENDITURE

	Budget 2018/19	Outturn 2018/19	Budget 2019/2020	Year to date 2019/20	Revised budget 2019/20	Outturn proj	Notes
Salaries/expenses	£ 61,800		£ 63,000	£ 39,506	£ 63,000	£ 62,200	
Office & admin	£ 27,350		£ 25,350	£ 15,023	£ 24,584	£ 28,354	the £25,300 appears to be a typo
Old Police Station	£ -		£ 5,220	£ 4,195	£ 5,220	£ 6,293	Utilities budgeted & cleaning in Cap.Maint £1,600 vired to street décor, any underspend
Capital & maint	£ 30,000		£ 25,000	£ 8,000	£ 23,400	£ 23,400	vired to CRF
Loan repayment	£ 21,400		£ 21,400	£ 21,400	£ 21,400	£ 21,400	Loan paid for this year
External communications	£ 3,000		£ 4,000	£ 40	£ 4,000	£ 3,000	
Community services	£ 38,300		£ 44,500	£ 33,825	£ 44,500	£ 44,500	
Street décor	£ 12,800		£ 13,400	£ 5,368	£ 15,000	£ 14,181	£1,600 vired from cap and maint
Neighbourhood Plan	£ -		£ -	£ -		£ -	
Market Hall donation	£ 9,000		£ 17,000	£ 17,000	£ 17,000	£ 17,000	
Total	£ 203,650		£ 218,870	£ 144,357	£ 218,104	£ 220,327	

2019/20 Budget

Budget 2018/19	Outturn 2018/19	Budget 2019/2020	Year to date 2019/20	Revised budget 2019/20	Outturn proj	Notes
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Detailed budget

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 2019/20	Revised budget 2019/20	Outturn proj	Notes on 2019/20
Salaries & expenses							
Agency Services	£ 300		£ 300	£ -	£ 300	£ 300	
Clerks expenses	£ 200		£ 200	£ 120	£ 200	£ 200	
Clerk's + Asst salaries +tax& N	£ 59,000		£ 59,700	£ 37,839	£ 59,700	£ 59,700	
Chairman's Allowance	£ -		£ 200	£ -	£ 200	£ -	These categories have not been used this yr
Councillors Expenses	£ 300		£ 350	£ -	£ 350	£ -	These categories have not been used this yr
Chairman's Reception	£ -		£ 250	£ -	£ 250	£ -	These categories have not been used this yr
Training courses	£ 2,000		£ 2,000	£ 1,547	£ 2,000	£ 2,000	
<i>Total</i>	£ 61,800		£ 63,000	£ 39,506	£ 63,000	£ 62,200	

	Budget 2018 to 2019	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/2020	Revised budget 2019/20	Outturn proj	Notes
Office & admin							
Office Rental	£ 3,300		£ -				
Office cleaning	£ -		£ -		not this year		
Office utilities	£ -		£ -		not this year		
Hire of hall for mtgs	£ 1,500		£ 1,500	£ 1,500	£ 1,500	£ 1,500	
Advertising	£ 500		£ 500	£ 60	£ 500	£ 550	Advert for STC Town Clerk necessary
Audit Fees	£ 1,500		£ 1,400	£ 1,016	£ 1,400	£ 1,400	
Bank charges	£ 50		£ 50	£ 211	£ 50	£ 320	
Postage	£ 300		£ 300	£ 134	£ 300	£ 220	
Printing & Stationery	£ 3,500		£ 3,500	£ 2,734	£ 2,734	£ 3,400	£2,225 for printing NPHS from consultants
Subscriptions	£ 1,700		£ 1,700	£ 1,263	£ 1,700	£ 1,700	
Telephone/Broadband	£ 1,000		£ 1,500	£ 886	£ 1,500	£ 1,400	
Equipment	£ 2,000		£ 2,000	£ 1,014	£ 2,000	£ 2,000	New chairs needed for office

2019/20 Budget

	Budget 2018/19	Outturn 2018/19	Budget 2019/2020	Year to date 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
Insurance	£	2,000	£ 2,200	£ 1,782	£ 2,200	£ 2,000	
Election	£	500	£ 1,500	£ 44	£ 1,500	£ 44	
Misc (refreshments AGM)	£	500	£ 200	£ 89	£ 200	£ 134	
Miscellaneous expenditure					0	£ 4,686	
Consultants	£	9,000	£ 9,000	£ 4,290	£ 9,000	£ 9,000	NPHS £711 to Lee, £2,225 to Leiston Press
<i>Total</i>	<i>£</i>	<i>27,350</i>	<i>£ 25,350</i>	<i>£ 15,023</i>	<i>£ 24,584</i>	<i>£ 28,354</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
Capital and Maintenance							
Capital & Maintenance	£	30,000	£ 25,000	£ 8,000	£ 23,400	£ 13,200	pro ratad plus £1,200 for YB heating
Contribution to CRF			£ -			£ 10,200	predicted underspend to go to CRF
<i>Total</i>	<i>£</i>	<i>30,000</i>	<i>£ 25,000</i>	<i>£ 8,000</i>	<i>£ 23,400</i>	<i>£ 23,400</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/2020	Revised budget 2019/20	Outturn proj 2019/20	Notes
OPS							
Business rates o.p.s	£	-	£ -		£ -		
Utilities o.p.s (estimate)	£	-	£ 2,000	£ 975	£ 2,000	£ 1,463	new bills have just come in so adjust year to date
Cleaning o.p.s	£	-	£ 3,220	£ 3,220	£ 3,220	£ 4,830	pro rata'd budget - prorata'd actuals needed
<i>Total</i>	<i>£</i>	<i>-</i>	<i>£ 5,220</i>	<i>£ 4,195</i>	<i>£ 5,220</i>	<i>£ 6,293</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/2020	Revised budget 2019/20	Outturn proj 2019/20	Notes
Loan Repayment							
Loan repayment	£	21,400	£ 21,400	£ 21,400	£ 21,400	£ 21,400	assumed as budget
<i>Total</i>	<i>£</i>	<i>21,400</i>	<i>£ 21,400</i>	<i>£ 21,400</i>	<i>£ 21,400</i>	<i>£ 21,400</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/2020	Revised budget 2019/20	Outturn proj 2019/20	Notes
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2019/20 Budget

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
External comms							
Newsletter/Publicity	£	1,000.0	£ 1,000.0		£ 1,000.0		
Website	£	2,000.0	£ 3,000.0	£ 40.0	£ 3,000.0	£ 3,000.0	Further expenditure on STC website predicted
<i>Total</i>	£	<i>3,000.0</i>	£ <i>4,000.0</i>	£ <i>40.0</i>	£ <i>4,000.0</i>	£ <i>3,000.0</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
Community services							
Youth Provision	£	20,000	£ 22,000	£ 16,500	£ 22,000	£ 22,000	assumed as budget
Other Grants	£	8,000	£ 9,000	£ 4,800	£ 9,000	£ 9,000	assumed as budget
Other Events	£	10,300	£ 13,500	£ 12,525	£ 13,500	£ 13,500	assumed as budget
<i>Total</i>	£	<i>38,300</i>	£ <i>44,500</i>	£ <i>33,825</i>	£ <i>44,500</i>	£ <i>44,500</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
Street decor							
Christmas Lights	£	6,350	£ 6,500	£ -	£ 8,100	£ 8,100	£1,600 vired from maintenance - full budget for xamas lights about to be paid
Saxmundham in Bloom	£	4,700	£ 5,500	£ 3,942	£ 5,500	£ 3,942	no further exp this yr
Market (rubbish)	£	1,750	£ 1,400	£ 1,426	£ 1,400	£ 2,139	pro-rata'd sum
<i>Total</i>	£	<i>12,800</i>	£ <i>13,400</i>	£ <i>5,368</i>	£ <i>15,000</i>	£ <i>14,181</i>	

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
Neighbourhood Plan							
NP consultants	£	-	£ -		£ -	£ -	
Other NP costs	£	-	£ -		£ -	£ -	
<i>Total</i>				£ -		£ -	

2019/20 Budget

	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
	Budget 2018/19	Outturn 2018/19	Budget 2019/20	Year to date 8 m 2019/20	Revised budget 2019/20	Outturn proj 2019/20	Notes
Market Hall grant							
MH grant	£ 9,000		£ 17,000	£ 17,000	£ 17,000	£ 17,000	
<i>Total</i>			£ 17,000	£ 17,000	£ 17,000	£ 17,000	<i>may be higher due to costs met by card payments</i>
Grand Total				£ 144,357	£ 218,104	£ 220,327	
RESERVES	Budget assumption 2018/19	Year end	Budget assumption 2019/20		Year end		
Earmarked:							
OPS	£ 13,809	£ -	£ -			£ -	
		to budget: 1890.82					
		to CRF: 11918					
CIL 2017/8	£ 1,036	£ -	£ -				Guess work £1036 CIL twds NP spent 18/19
CIL 2018/19?		£ 1,432	£ 1,432			£ -	CIL £1432 to go twds bins and benches on memorial field
CIL 2019/20			£ 35,039			£ 35,039	CIL income needs decision on spending
Men in Sheds	£ 2,775		£ -				paid to MiS acc around May 2019
		paid out to MiS a/c around May 19	misc exp	3/5/2019			
Cap Rep Fund	£ -		£ 20,000			£ 4,000	possible £16K on MH boiler and roof - this is a generous estimate
							2K-6k may be needed to balance the 19/20 budget depending on how CIL income is treated.
General	£ 70,907	£ 75,091	£ 67,009			£ 61,009	

2019/20 Budget

Budget 2018/19	Outturn 2018/19 to CRF: 8082	Budget 2019/2020	Year to date 2019/20	Revised budget 2019/20	Outturn proj	Notes
					£ 65,009.00	Total general reserves at year end
					£ 74,833.3	reserves should be approx £77K to meet policy
						shortfall could be met by transfer from predicted underspend on STC maintenance budget or reduced if money is transferred
					£ 9,824.3	directly from STC to meet MH boiler costs.