

Upper Beeding Parish Council  
2021/22 Budget (final version)

Code	Description	Notes on 2019/20 year spend	Agreed Budget	2021/22 Budget Notes
<b>410</b>	<b>Administration</b>			
6010	Staff Salaries	Potential overspend due to revised Clerk hours	52000	
6011	PAYE and NI	Potential overspend due to revised Clerk hours	9000	
6012	Pensions	Potential overspend due to revised Clerk hours	15000	
6014	Chairman's Allowance	Chair's allowance of £35.83 per month paid through payroll system.	0	Proposed to cease Chair's allowance and claim expenses as required.
6015	Councillor Expenses		200	Increase to compensate for ceased Chair's allowance
6017	Councillor Training	COVID-19 restrictions mean only training available has been on-line and much cheaper.	250	Reduced as it is anticipated the option of on-line training will continue
6020	Staff Training	COVID-19 restriction mean only training available has been on line and much cheaper. Possible contribution to L4	750	Reduced as it is anticipated the option for on-line training will continue. Contribution to L4 plus regular training
6025	Subscriptions		1700	Estimate 3% increase on actual spent
6030	Office Rent	New Office / rent agreement £275 pm ink utilities but exc phone & broadband. 6 more months @275 = 1650	3300	No reason to anticipate increase
Code	Description	Notes on current year spend	Budget Proposal	2021/22 Budget Notes
6035	Hall Hire (Meetings)	No meetings March - Dec due to COVID-19. Potential for some face to face meetings in the new year but unlikely	600	Proposal to have 'live' full council meetings but continue committee meetings on-line via Teams
6037	Saltings Field Lease		300	
6040	Utilities (office)	Office telephone and broadband. Other utilities included in monthly office rent.	1000	Based on actual spend for office phone and Broadband
6045	Street Lighting		3700	Assume 3% increase
6050	Stationery Postage & Printing	Paperless meetings, and on-line banking have reduced costs (NB bank charges have increased)	1000	Reduction considering current year spend and continuation of paperless meetings.
6060	Office Equipment	No anticipated need	0	No anticipated need
6061	IT support	Underestimated IT support budget	2000	Increase due to this yrs. overspend
6070	Sundry Goods & Services	Current spend was costs associated with office move and remembrance wreath	250	

Upper Beeding Parish Council  
2021/22 Budget (final version)

6082	Insurance		4200	Assume 3% increase
6090	Neighbourhood Wardens	No reason to anticipate change	25342	Figure provided from HDC
Code	Description	Notes on current year spend	Budget Proposal	2021/22 Budget Notes
6100	Newsletter	Expected to be 2 newsletter before financial year end.	1000	Hoping to sell advertising.
6110	Fees & Charges		3500	Reduced due to underspend
6160	Youth Provision		15500	3% increase. No planned change to service
New Code	Community Events		2500	Community Committee request
410	Totals		143092	
<b>425</b>	<b>Neighbourhood Plan</b>			
6210	Neighbourhood Plan	Cancelled referendum due to COVID-19. Now due 2021	1000	Unknown referendum costs. Sensible to carry forward same budget
410	Totals		1000	
<b>430</b>	<b>Maintenance</b>			
6070	Sundry Goods & Services		2500	Remembrance bench and 2nd Silent Solider
6130	Occasional Maintenance	Biggest expense was emergency repairs to bandstand	2000	Budget for the unknown
6140	Routine Maintenance	Bin emptying and grass cutting (new tender to be undertaken)	17000	Slight increase anticipating cuts from WSCC/HDC
Code	Description	Notes on current year spend	Budget Proposal	2021/22 Budget Notes
6142	Trees		1000	Reduced as not expected to plant trees (unless donated). Therefore essential maintenance only.
6143	In Bloom	Shortfall via donation from BiB	3500	
6144	Verge Cutting/WSCC	Budget to undertake maintenance anticipating cuts from WSCC & HDC - delayed due to COVID-19	0	
6550	Noticeboards	This was to build a reserve.	500	Noticeboard maintenance rather than replacement programme
430	Totals		26500	
<b>440</b>	<b>Sports Facilities</b>			
6040	Utilities	Includes 50% of exceptional water bill (see allotments)	4200	3% increase

Upper Beeding Parish Council  
2021/22 Budget (final version)

6130	Occasional Maintenance	Legionella & electrical remedial works to be undertaken prior to year end. Other projects on hold.	3500	still need to do works not done this year. E.g. Changing room floors. Decorating.
6140	Routine Maintenance	Potential underspend due to reduction in football pitch maintenance	5500	reduction based on last 2 yrs. spend
440	Totals		13200	
<b>450</b>	<b>Playgrounds</b>			
6110	Fees & Charges	ROSPA inspection fee	400	3% increase
Code	Description	Notes on current year spend	Budget Proposal	2021/22 Budget Notes
6130	Occasional Maintenance	Planned for further improvements to SD. Picnic bench / planting, Some surfacing work required.	1000	
6135	Skatepark Maintenance	Overspend due to emergency repairs. Potential further work	2000	Will need to carry our repairs to keep safe/open in the short term. Costs unknown as the ramp is at end of life.
6140	Routine Maintenance	Some works have been delayed due to COVID-19 and problems with supplies	1000	
450	Totals		4400	
<b>460</b>	<b>Allotments</b>			
6040	Utilities	Not previously budgeted. Large water bill due to meters not being read for several years	1200	
6140	Routine Maintenance	Improvements to entrance	600	Potential materials for community compost area or other general maintenance.
6146	Skip Hire	No longer ordering skips	0	
460	Totals		1800	
<b>470</b>	<b>Grants</b>			
6150	Disbursements		2500	Grants to others. Saltings Field usually £1k ish
470	Totals		2500	
Code	Description	Notes on current year spend	Budget Proposal	2021/22 Budget Notes
<b>480</b>	<b>Capital Projects</b>			
6500	Capital Projects - Unspecified	Capital Projects on hold due to COVID-19.	5000	
6580	Skatepark renovation		0	"Unspecified Capital" project budget could be used if necessary.
480	Totals		0	
	General Reserves	General Reserves	10000	

<b>Summary</b>	<b>21/22</b>
Total Budget	207492
Projected Income (Sports facilities / allotments)	8000
<b>Precept Requirement</b>	<b>199492</b>