

Approved

Last Updated 31.12.24

	Budget y/e 31.03.25	Cost estimates and notes
RECEIPTS		
Precept (paid on or before 30th April 2024 and 30th September 2024)	30,180.00	
PROW/P3 annual grant	150.00	The PC usually receives ~£30 per mile of footpath/bridleway for maintenance under the P3 scheme. There are 3.90 miles of footpaths and one bridleway of 0.94 miles. A conservative estimate has been made of 5 miles x £30 = £150.00. Additional grant application submitted in 23-24 has not yet been awarded so this amount cannot be relied upon. If 24-25 monies are not received before the end of year then the PC would be advised to pull out of the P3 scheme
VAT estimate	600.00	This is an estimate. Given that the majority of cost estimates exclude VAT, this should not be considered as additional income
Savings account annual interest estimate	84.00	This is an estimate based on £7.00 per month interest, assuming approximately £12K remains in the Savings Account. It will of course also be dependent on interest rates
TOTAL RECEIPTS	31,014.00	

Less CORE COSTS	Budget y/e 31.03.25	Cost estimates and notes
Clerk's remuneration	9,854.40	12 x £821.20 pm gross = 9,854.40
Hire of hall, excluding costs for the Community Café and Slapton Community Cinema	764.00	11 x PC meetings: hall hire @ £19.00 per hr x 3hrs = £57.00. So 11 x £57.00 = £627.00 1x Annual General Meeting of the Council: hall hire @ £19.00 per hr x 3hrs = £57.00 4 x Working party meetings: meeting room hire @ £10.00 per hr x 2 hrs = £20.00 so 4 x £20.00 = £80.00 Please note that hall hire for the Community Café (should this go ahead in Winter 25-26) will be taken out the grant and costs are not included in this cost centre
Office expenses	3,328.00	12 x £20.00 payroll = £240.00 12 x £24.00 WFH = £288.00 3 x £90.00 ink = £270.00 3 x £25.00 paper = £75.00 3 x ~£100.00 or 6x ~£50.00 print runs = ~£300.00 IT support: 5 hrs (Ian Tomlinson) = £325.00 Software licences: Office 365 = ~£700.00 Barracuda back up = ~£120.00 1 x website hosting = £200.00 Parish Online 1 x digital mapping = £40.00 Parish Online 12 x phone @ ~£10 per month = £120.00 Chair's laptop ~£650.00
Insurance annual renewal	320.00	Annual Insurance with Community First insurance = ~£320.00 (3rd year of 3-year agreement)
Membership fees & subscriptions: DALC, SLCC and ICO	380.00	SLCC = ~£160.00 DALC = £180.00 IOC = ~£40.00
Election expenses	140.98	Additional £140.98 required to top up to recommended £2K
Internal audit fees (Devon Audit Partnership) and external audit fees (PKF Littlejohn)	944.00	Internal audit with Devon Audit Partnerships 2 days @ £347.00 per day = £694.00 External audit with PFK Littlejohn (number of days unknown) = ~£250.00
Training	0.00	Not included in precept demand as no additional monies required for year end 25-26 as ringfenced c/f from 24-25 of £434.71 in Treasurers Acct will cover training requirements as follows: DSL Adults = £65.00 DSL Chn = £65.00 DALC Annual Conference x 2 @ ~£50.00 each = £100.00 1 x Cllr Being a Good Cllr Course x 4 sessions @ £15.00 = £60.00 1 x Cllr Safeguarding Course = ~ £40.00
Chair's annual allowance	162.50	The Parish Basic Allowance is a discretionary allowance, which is calculated as a percentage of the District Councillors Allowance. The Parish Remuneration Panel for SHDC recommends payment based on the number of electorates. For parishes with 0 – 2,500 electorates, the recommendation is 2.5% of District Councillors' Allowance. The current SHDC Allowance is £6,500.00 per annum. Thus, the Chair's Allowance should = £162.50 per annum
TOTAL CORE COSTS	15,893.88	

Less DISCRETIONARY COSTS	Budget y/e 31.03.25	Cost estimates and notes
Community grants	0.00	Not included in precept demand as ringfenced c/f from 24-25 of £250.00 in Treasurers Account
S145: Community Café	0.00	Not included in precept demand as separate grant should be applied for if the PC wish to run the Community Café in Winter 25-26
Mowing	4,166.25	Mowing contract £3,916.25 (9 months, variable hours depending on the month @ £25.00 per hr + generous £40 per month fuel allowance) Annual payment to PCC for mowing/upkeep of war memorial = £250.00
Maintenance: Road Warden contract, PROW work, annual village clean, Rec field dog bin and general village maintenance	8,840.00	Road warden contract = £4,680.00 (12 months, 14 hrs per month @£25.00 per hr x 14 hrs per month + generous £40 per month fuel allowance) Brook Street Flailing = ~ £80.00 Buddle hole clearance = £600.00 (3 days labour, 7 hrs per day @ £25.00 per hour + £25 per day fuel allowance) Village clean (road sweep and drain clean/gully flush) x1 by Cranheath = ~£1,800.00 Recreation field dog bin emptying by SHDC = ~ £80.00 Defibrillator renewal = £600.00 (£1,800.00 due year end 26-27 so £600.00 per annum for next 3 years) Emergency village maintenance reserves e.g. Leat clearance, tree maintenance etc = £1,000.00 (e.g. 2 days labour, 7 hrs per day @ £25.00 per hour + £25.00 per day fuel allowance and additional £600.00 specialist services e.g. Tree surgeon, digger hire etc)
Operational reserves	1,280.00	The PC's operational reserves are currently approximately 3.25 months. Guidance suggests that they should be between 3 and 6 months of the precept. An additional £980.00 from the precept for year end 25-26 would bring the overall operational reserves to £9,300.00, which is approximately equivalent to 3.75 months reserves (assuming a precept of £30K)
DISCRETIONARY COSTS	14,286.25	

Total Expenditure	30,180.13
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Notes for Cllrs

The Precept Demand for 24-25 was £29,172.00

If the PC agrees to submit a Precept Demand of £30,180.00 for year end 25-26, that would be an increase of £1008.00 or 3.46% in comparison to 24-25

The Band D parish rate would be: £109.87 assuming the tax base (number of Band D properties) remains at 275.54, which would be an increase of £4.00 per annum or 1.1 pence per day. Unfortunately, this cannot be confirmed until the Precept Calculator is distributed to PCs. I have requested this is sent asap and hope to have it for the meeting

However, it is worth noting that this year's Precept Demand could be reduced by:

1. Reducing or removing £650.00 from office expenses cost centre for Chair's laptop
2. Reducing or removing £1,280.00 operational reserves cost centre (additional funds are required to increase reserves steadily over next two years to 4 months of Precept in line with guidance of having 3 to 6 months reserves)

I will talk you through the draft budget in the meeting and can answer any questions you have then

RESERVES: MONEY HELD IN SAVINGS ACCOUNT	Ringfenced funds	Notes
Operational reserves c/f from 24-25 £8020.00	8,020.00	
Ringfenced c/f from 24-25 £450: Clerk's CILCA exam fees	450.00	
Ringfenced c/f from 24-25 £2,000.00: Election costs	1,859.02	
S145: Ringfenced DCC Growing Communities Development Grant £1,200.00 Community Café	0.00	Ringfenced c/f from 24-25 cannot be calculated until the end of February but likely to be <£300.00
Ringfenced c/f from 24-25 £522.47: SHDC eco/biodiversity grant (see separate spreadsheet)	522.47	
Ringfenced c/f from 24-25 £377.00: DCC grant for traffic calming (signage, VAS Installation)	377.00	
Ringfenced c/f from 24-25 £30.00: Coronation plaque for trees grant	30.00	
Total ringfenced funds in Savings Acct	11,258.49	

RESERVES: MONEY HELD IN TREASURERS ACCOUNT	Ringfenced funds	Notes
Ringfenced c/f from 24-25 £434.71: Training	434.71	
Ringfenced c/f from 24-25 £250.00: Community grants	250.00	
Ringfenced c/f from 24-25: Defibrillator renewal in three years' time	108.64	
Total ringfenced funds in Treasurers Acct	793.35	