

THURSTON PARISH COUNCIL DRAFT ANNUAL BUDGET 2024-2025

| CATEGORY | BUDGET 2021-22 | ACTUAL 2021-22 | BUDGET 2022-23 | ACTUAL 2022-23 | BUDGET 2023-24 | ACTUAL 31.11.23 | PROJECTED 31.03.24 | BUDGET 2024-2025 | |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-----------------------|---------------------|----|
| SALARY/CONTRACT | | | | | | | | | |
| Clerk's Salary | 31824 | 32399 | 32890 | 33866 | 36183 | 23819 | 35728 | 26000 | 1 |
| Deputy Clerk Salary | 10327 | 11451 | 12615 | 12695 | 14230 | 13304 | 21200 | 26075 | 2 |
| Newsletter Editor | 0 | 1307 | 2480 | 2798 | 3531 | 2488 | 4032 | 4000 | 3 |
| Staff Contingency | 0 | 0 | 0 | 0 | 6983 | 0 | 6983 | 10315 | 4 |
| NI (Employer) | 5664 | 2713 | 5970 | 3842 | 8407 | 2475 | 8336 | 10731 | 5 |
| Pension (Employer Cont.) | 9440 | 10051 | 10465 | 10305 | 11090 | 6652 | 12524 | 14839 | 6 |
| Litter Picker Salary | 3010 | 3537 | 4125 | 4075 | 4810 | 3903 | 5854 | 5200 | 7 |
| TOTAL | 60265 | 61458 | 68545 | 67581 | 85234 | 52641 | 94657 | 97160 | |
| STREETLIGHTING | | | | | | | | | |
| SCC Maint Contract | 5930 | 5405 | 6500 | 6080 | 4500 | 0 | 6000 | 6250 | 8 |
| TOTAL | 5930 | 5405 | 6500 | 6080 | 4500 | 0 | 6000 | 6250 | |
| SUNDRIES | | | | | | | | | |
| Servicing Litter Bins | 940 | 817 | 1000 | 1071 | 1,485 | 1,333 | 1,333 | 1,375 | 9 |
| Emergency Plan | 1500 | 2810 | 500 | 0 | 500 | 0 | 330 | 995 | 10 |
| Playground equipment repairs | 5000 | 2855 | 5000 | 55 | 5,000 | 803 | 2,500 | 5,000 | 11 |
| RoSPA Inspections | 700 | 797 | 1000 | 617 | 850 | 316 | 850 | 2,560 | 12 |
| Grounds Maintenance | 2000 | 1259 | 2000 | 690 | 2,500 | 1,905 | 2,090 | 5,000 | 13 |
| New Green Grounds Maintenance | 0 | 0 | 0 | 210 | 6,000 | 1,865 | 2,095 | 8,000 | 14 |
| Tree Maintenance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,000 | 15 |
| Village Maintenance | 3000 | 5668 | 4000 | 5785 | 10,000 | 8,022 | 10,000 | 15,000 | 16 |
| Traffic Calming Measures | 500 | 0 | 500 | 0 | 500 | 67 | 500 | 500 | 17 |
| Grant funded works | 0 | 0 | 0 | 0 | 0 | 36,972 | 26,972 | 0 | 18 |
| TOTAL | 13,640 | 14,206 | 14,000 | 8,428 | 26,835 | 51,283 | 46,670 | 48,430 | |

| Category | BUDGET | ACTUAL | BUDGET | ACTUAL | BUDGET | ACTUAL | PROJECTED | BUDGET | |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------|
| | 2021-22 | 2021-22 | 2022-23 | 2022-23 | 2023-24 | 31.11.23 | 31.03.24 | 2024-2025 | |
| OFFICE ADMIN | | | | | | | | | |
| Admin Expenses | 2000 | 2537 | 2500 | 2482 | 2500 | 1538 | 2600 | 3000 | |
| Cllr Expenses | 200 | 0 | 200 | 0 | 200 | 12 | 100 | 650 | |
| Cllr & Clerk Training | 1000 | 174 | 1000 | 234 | 1500 | 60 | 500 | 1500 | 19 |
| Room Hire | 500 | 31 | 500 | 93 | 500 | 31 | 250 | 500 | 20 |
| Insurance | 1500 | 1703 | 1800 | 1924 | 2030 | 3007 | 3007 | 3500 | 21 |
| Audit/Accounting Software | 1130 | 1184 | 1800 | 2898 | 2000 | 1361 | 2000 | 2125 | 22 |
| Office Equipment | 750 | 979 | 500 | 0 | 1000 | 0 | 500 | 1000 | 23 |
| Office Maintenance inc security | 250 | 245 | 1500 | 1930 | 2500 | 746 | 1300 | 1780 | 24 |
| Rent | 4700 | 4621 | 5000 | 4506 | 5750 | 3725 | 5580 | 5870 | 26 |
| IT inc. Maintenance | 1000 | 264 | 1000 | 264 | 1500 | 0 | 500 | 1000 | 26 |
| Telephone & Internet inc Website | 1500 | 1118 | 2500 | 982 | 1500 | 1802 | 2500 | 2820 | 27 |
| Legal Fees | 0 | 36628 | 10000 | 23585 | 15000 | 19012 | 19012 | 5000 | Prudent |
| Elections | 0 | 0 | 0 | 0 | 0 | 241 | 41 | 0 | Reserves |
| SALC/SLCC/ICO | 1310 | 1338 | 1350 | 1538 | 1646 | 1403 | 1403 | 1720 | 29 |
| Library | 2700 | 3289 | 2700 | 2700 | 0 | 0 | 0 | 0 | 30 |
| Donations | 5230 | 6071 | 3030 | 4113 | 0 | 0 | 0 | 0 | 31 |
| TOTAL | 23770 | 60182 | 35380 | 47249 | 37626 | 32938 | 39293 | 30465 | |
| HEATH ROAD | | | | | | | | | |
| Equipment Repairs | 2000 | 174 | 1000 | 55 | 1000 | 355 | 500 | 2000 | 28 |
| Heath Road Rental | 55 | 55 | 55 | 365 | 55 | 0 | 55 | 55 | Annual |
| Grounds Maintenance | 2000 | 493 | 2000 | 0 | 2000 | 795 | 1000 | 1000 | 13 |
| TOTAL | 4055 | 722 | 3055 | 420 | 3055 | 1150 | 1555 | 3055 | |
| TOTAL EXPENDITURE | 107660 | 141973 | 127480 | 129758 | 157250 | 138012 | 188175 | 185360 | |

As per SLA agreement - PCSO contract is a new contract as commenced 01.04.23 - 2 year - 6 month review clause - paid from CIL as new contract

| FUNDED BY | | | | | | | | |
|----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Precept | 105864 | 105865 | 125480 | 125480 | 152920 | 152920 | 152920 | 177360 |
| LCTS Grant | 908 | 908 | 0 | 0 | 0 | 0 | 0 | 0 |
| Reserves | 0 | 2500 | 0 | | 0 | 0 | 0 | 0 |
| Grants | 0 | 3858 | 0 | 4269 | 0 | 30884 | 30884 | 0 |
| Misc Income | 0 | 409 | 0 | 1412 | 0 | 1949 | 2591 | 3000 |
| MSDC Cleansing Grant | 2988 | 3461 | 3000 | 3768 | 4330 | 2222 | 4750 | 5000 |
| | 109760 | 117001 | 128480 | 134929 | 157250 | 187975 | 191145 | 185360 |

Funded by CIL

CIL not included within budget as it is to be used to fund infrastructure needed to mitigate development coming forth from growth in the village.

| | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 |
|-----------------|---------|---------|---------|---------|---------|------------------|
| | Actual | Actual | Actual | Actual | Actual | Actual to Nov 23 |
| CIL Receipts | 1630 | 62517 | 167,700 | 307917 | 71828 | 93,751 |
| CIL Expenditure | 0 | 850 | 48,050 | 161,930 | 161930 | 78,841 |

DISCUSSION POINT AT MEETING OF POLICY & RESOURCES CTTEE 15.11.23

BUDGET TO BE DISCUSSED AT FULL COUNCIL MEETING OF 06.12.23

BUDGET TO BE FINALISED ONCE TAX BASE KNOWN AT MEETING OF 10.01.24

BUDGET TO BE FUNDED AS FOLLOWS: Precept: £177,360 Grants: £5,000 Misc Income: £3,000

Impact on a Band D property, with precept set at £177,360, will be a levy set of £100.37 = + £7.43 per annum or 8.00%

INDICATIVE TAX BASE FOR 2024/2025 £1,766.96 = 7.4% (AS advised 15.11.23)

(2023/2024 was £1645.31)

Impact of 2023/24 budget on a Band D was £92.94 = +£2.04 or 2.23% with the tax base being £1645.31
 Impact of 2022/23 budget on a Band D was £90.90 = +£4.20 or 4.84% with the tax base being £1380.20
 Impact of 2021/22 budget on a Band D was £86.71 = +£1.13 or 1.32% with the tax base being £1220.96
 Impact of 2020/21 budget on a Band D was £85.58 = +£6.15 or 7.74% with the tax base being £1228.87
 Impact of 2019/20 budget on a Band D was £79.43 = +£1.46 or 1.88% with the tax base being £1219.82
 Impact of 2018/19 budget on a Band D was £77.96 = +£2.39 or 3.17% with the tax base being £1206.53
 Impact of 2017/18 budget on a Band D was £75.57 = +£8.30 or 12.35% with tax base being £1203.56
 Impact of 2016/17 budget on a Band D was £67.27 = +£16.28 or 31.93% with tax base being £1197.97

Notes

Salary - Minimum wage rising to £11.44/hr from April 2024. With SCP 2 @ £11.62, prediction is that SCP 2 and SCP 3 could end up being scrapped. Could impact the lower end of the scale as they look to realign spinal points.

| | |
|---|----|
| Clerk's salary 25 hours per week x 39 wks. Current salary scale SCP37-41 - performance review in 23/24. Anticipate to split Clerk & RFO role early : Pay award for 23/24 flat rate of £1925 pro-rata. 24/25 - build in rise plus 5%. | 1 |
| Deputy Clerk post August 2023 employed on contract of 25 hours per week. Build in incremental point. Current salary Scale 24-28 - Build in incremental point. Pay award for 23/24 flat rate of £1925 pro-rata 24/25- build in rise for 5% | 2 |
| 23/24 Budget was for Deputy Clerk - average of 18 hours per week at SCP18. Newsletter Editor - 25 hours per month. Current salary scale SCP5-6. Performance review awarded 23/24. Pay award 23/24 flat rate of £1925 pro rata - 24/25 build in rise plus 5% | 3 |
| Staff Contingency - 15 hours to be built in for succession planning - split of Clerk / RFO role 6 months - build in rise for 5%. <i>For 23/24 - Staff Contingency used to offset Deputy Clerk enhanced role.</i> | 4 |
| Effective 06.11.22 - 13.8% on Class 1 NICS | 5 |
| 22% per annum agreed figure for Suffolk LGPS for years 2024-2025 | 6 |
| Budgeted 8 hours per week at salary scale SCP range 2-5. Currently 7 hours per week worked + 1 hour per month. Pay award for 23/24 flat rate of £1925 pro-rata + performance review. 24/25 - build in rise for 24/25 - 5% | 7 |
| Part of Litter Picker Salary offset by Cleansing Grant - for year anticipated to be £3750 | |
| CPI 4.6% (October 23) - need to build in increase in costs for 2024-25 given energy prices | 8 |
| New rates @ £39.73 per litter bin x 24, £46.53 dog bin x 9 - increase by CPI 4.6% (October 2023). | 9 |
| PC sum for engagement & promotion along with ongoing maintenance costs for 3 No. defibrillators | 10 |
| Increase in 24/25 for general maintenance costs given range and type of equipment | 11 |
| 4 inspections on New Green equipment to cover two sites. Quotation agreed and accepted in sum of 1338.08. Annual inspection for 5 sites (£53.15) + CPI 4.6%. | 12 |
| New contract for grounds maintenance in agreed areas - bi-monthly cuts during growing season - build in CPI increase Areas covered are new green play area; churchyard; war memorial | 13 |
| New contact for New Green grounds maintenance costs - bi-monthly cuts during growing season - build in CPI increase. | 14 |
| No specific contract - on an as and when basis - areas to be maintained: new green POS; recreation ground pos (including roadside hedge on Church Road); POS on School Road. | 15 |
| PC sum for minor general maintenance of the village to include skirting; hedgerow cutting; minor roadside works | 16 |
| PC Sum for maintenance of two units - extra unit to be funded as infrastructure from CIL | 17 |
| One-off expenditure for new play equipment / safety matting - to be funded from grants | 18 |
| Councillors to continue training as part of continual professional development - elections May 2023 (13 Cllrs) | 19 |

| | |
|---|----|
| Library might be too small for meetings to be held in public forum | 20 |
| Insurance costs - 3 year LTA with Zurich ends 01.10.2024 - does not take into account additions / new activities | 21 |
| Current permium + inc for IPT (+ 12%) + Cyber Security (+CPI increase)+ inc for IPT (+12%) | |
| Increased income & expenditure - Internal Audit Fee £500; External Audit £1050 & Accounting Software £192 & add-ons S/L & allotments £384 | 22 |
| Office equipment - pc sum included of £1000 for general office equipment | 23 |
| Includes cleaning the office twice a week @ £12 per session - build in CPI (4.6% October 23) + £500 sum for security | 24 |
| Lease provides for annual increase based on CPI changes in year Dec to Dec (4.6% October 23) | 25 |
| Computer maintenance and sum for upgrade of laptops and/or monitors - e.g. laptop and monitor package £450 | 26 |
| Website hosting; domain name; Cllr. emails; mobile phone - sim; office phones and broadband; broadband at pavilion; | 27 |
| Parish online subscription; Office 365 subscription (x2) build in CPI increase of 4.6% October 23) | |
| Given age of equipment prudent to include a higher sum for equipment repairs - one year only | 28 |
| Effective 01.04.23 formula to be used for SALC (electorate 3k+) = electorate number less 3000 x 0.0086963 + 801 | 29 |
| 0.0794 pence per elector NALC; SLCC + ICO Fee | |
| Expansion of libray for increased hours to be funded from CIL as infrastructure moving forward - Ring fence £2,700 | 30 |
| Grants for funding to be determined against CIL & Grant Awarding Policy criteria - ring fence £10,000 | 31 |