

# THURSTON PARISH COUNCIL DRAFT ANNUAL BUDGET 2024-2025

VERSION 1 - DISCUSSED AT P&R CTTEE 15.11.23

CATEGORY	BUDGET 2021-22	ACTUAL 2021-22	BUDGET 2022-23	ACTUAL 2022-23	BUDGET 2023-24	ACTUAL 31.10.23	PROJECTED 31.03.24	BUDGET 2023-2024	
<b>SALARY/CONTRACT</b>									
Clerk's Salary	31824	32399	32890	33866	36183	20725	39297	41375	1
Deputy Clerk Salary	10327	11451	12615	12695	14230	10897	21116	26075	2
Newsletter Editor	0	1307	2480	2798	3531	1967	3726	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	5263	13290	14839	6
Litter Picker Salary	3010	3537	4125	4075	4810	3430	4305	5200	7
<b>TOTAL</b>	<b>60265</b>	<b>61458</b>	<b>68545</b>	<b>67581</b>	<b>85234</b>	<b>44757</b>	<b>97053</b>	<b>112535</b>	
<b>STREETLIGHTING</b>									
SCC Maint Contract	5930	5405	6500	6080	4500	0	6000	6500	8
<b>TOTAL</b>	<b>5930</b>	<b>5405</b>	<b>6500</b>	<b>6080</b>	<b>4500</b>	<b>0</b>	<b>6000</b>	<b>6500</b>	
<b>SUNDRIES</b>									
Servicing Litter Bins	940	817	1000	1071	1,485	1,333	1,333	1,465	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	1,000	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	4,492	8,117	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
<b>TOTAL</b>	<b>13,640</b>	<b>14,206</b>	<b>14,000</b>	<b>8,428</b>	<b>26,835</b>	<b>47,753</b>	<b>44,787</b>	<b>46,960</b>	

Category	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROJECTED	BUDGET	
	2021-22	2021-22	2022-23	2022-23	2023-24	31.10.23	31.03.24	2024-2025	
<b>OFFICE ADMIN</b>									
Admin Expenses	2000	2537	2500	2482	2500	1550	2600	3000	
Cllr Expenses	200	0	200	0	200	0	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	2000	22
Office Equipment	750	979	500	0	1000	0	500	1000	23
Office Maintenance inc security	250	245	1500	1930	2500	650	1300	1780	24
Rent	4700	4621	5000	4506	5750	3272	5610	5810	26
IT inc. Maintenance	1000	264	1000	264	1500	0	500	1000	26
Telephone & Internet inc Website	1500	1118	2500	982	1500	1456	2500	2820	27
Legal Fees	0	36628	10000	23585	15000	19012	19012	10000	Prudent
Elections	0	0	0	0	0	241	41	0	Reserves
SALC/SLCC/ICO	1310	1338	1350	1538	1646	1368	1403	1720	29
Library	2700	3289	2700	2700	0	0	0	0	30
Donations	5230	6071	3030	4113	0	0	0	0	31
<b>TOTAL</b>	<b>23770</b>	<b>60182</b>	<b>35380</b>	<b>47249</b>	<b>37626</b>	<b>32008</b>	<b>39323</b>	<b>35280</b>	
<b>HEATH ROAD</b>									
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
<b>TOTAL</b>	<b>4055</b>	<b>722</b>	<b>3055</b>	<b>420</b>	<b>3055</b>	<b>1150</b>	<b>1555</b>	<b>3055</b>	
<b>TOTAL EXPENDITURE</b>	<b>107660</b>	<b>141973</b>	<b>127480</b>	<b>129758</b>	<b>157250</b>	<b>125668</b>	<b>188718</b>	<b>204330</b>	

**FUNDED BY**

Precept	105864	105865	125480	125480	152920	152920	<b>152920</b>	<b>196580</b>
LCTS Grant	908	908	0	0	0	0	<b>0</b>	<b>0</b>
Reserves	0	2500	0		0	0	<b>0</b>	<b>0</b>
Grants	0	3858	0	4269	0	28884	<b>28884</b>	<b>0</b>
Misc Income	0	409	0	1412	0	1678	<b>2591</b>	<b>3000</b>
MSDC Cleansing Grant	2988	3461	3000	3768	4330	1094	<b>3750</b>	<b>4750</b>
	<b>109760</b>	<b>117001</b>	<b>128480</b>	<b>134929</b>	<b>157250</b>	<b>184576</b>	<b>188145</b>	<b>204330</b>

**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 Oct 23
CIL Receipts	1630	62517	167,700	307917	71828	93,751
CIL Expenditure	0	850	48,050	161,930	161930	52,165

As per SLA agreement - New contract due 01.04.23 - 2 year - 6 month review clause - CIL as new contract

**DISCUSSION POINT AT MEETING OF 15.11.23**

**BUDGET TO BE DISCUSSED AT 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: £

Grants: £

**Impact on a Band D property, with precept set at £xxxxx, will be a levy set of £xxxx = + £xxxx per annum or xxx%**

**TAX BASE FOR 2024/2025 (advised xxxxx)**

**(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

Clerk's salary average of 30 hours per week. Current salary scale SCP37-41 - performance review in 23/24. 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% For 23/24 - Staff Contingency used to offset Deputy Clerk enhanced role.	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 + 12 hours 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 6.7% (September 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 6.7% (September 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 (£631). Annual inspection for 4 sites (£53.15) + CPI 6.7%. Build increase in site?	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%)	22
Increased income & expenditure - Internal Audit Fee circa £500 and External Audit £1050 & Accounting Software	23
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 (6.7% Sept 23) + £500 sum for security	24
Lease provides for annual increase based on CPI changes in year Dec to Dec (6.7% September 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; Offcie 365 subscription (x2) build in CPI increase of 6.7% (Sept 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
0.074pence 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 criteria - ring fence £10,000	31