

RINGSTEAD PARISH COUNCIL

APPROVED BUDGET 2024/25

DESCRIPTION	ACTUAL 2022/23	BUDGET 2023/24	YTD 2023/24 As At Month 30/11/2023	Y/E Forecast 2023/24	BUDGET 2024/25	+/- Budget compared to Previous Year	NOTES FOR 2024/25:
PAYROLL							
BASIC PAY	5,607.00	5,600.00	3,444.84	5,698.00	5,880.00	280.00	Based on 40hrs/mth with increase national pay scales for 2024/25 and CiLCA qualification increasing rate pay to SCP 14
MILEAGE	436.00	440.00	326.25	550.00	440.00	-	Retained at current rate as no longer travelling to Norwich for CiLCA
OVERTIME	-	300.00	-	400.00	300.00	-	Reduced back to £300 to cover AGAR and any Extraordinary Meetings
PAYE TAX	1,408.00	1,300.00	861.00	1,340.00	1,470.00	170.00	Based on 40/month with increase to reflect salarv increase
PAYROLL CONTRACT	-	275.00	144.00	144.00	175.00	- 100.00	Increase £25 for James Johnson for 2024/25
ADMINISTRATION OPERATION COSTS							
POSTAGE	-	10.00	-	10.00	10.00	-	Nominal sum
ADVERTISING/PRINTING	945.00	1,100.00	244.86	600.00	600.00	- 500.00	Budget to reflect service from BCKLWN for 4 newsletters and flyers
WEB SITE INTERNET & IT SUPPORT	300.00	-	-	-	-	-	Not required
OFFICE EQUIPMENT	-	500.00	166.00	-	200.00	- 300.00	Reduced for 2024/25 by £250
OFFICE EXPENSES	60.00	50.00	25.04	50.00	50.00	-	Monthly ink costs and paper
HIRE OF HALL	209.00	200.00	-	200.00	220.00	20.00	Marginal increase to reflect any increases by Village Hall charity
PUBLICATIONS	-	150.00	145.36	145.36	150.00	-	Purchase of books
TRAINING	312.00	400.00	730.00	730.00	400.00	-	Refresher training for whole council from Norfolk PTS and bespoke courses
INSURANCES	472.00	500.00	525.53	525.53	550.00	50.00	Fixed for 2024/25
FEES							
LEGAL FEES	2,063.00	-	-	-	-	-	None planned for 2024/25
BANK FEES	90.00	72.00	36.00	72.00	72.00	-	£18/quarter with UTB
INFORMATION COMMISSIONER	40.00	40.00	40.00	40.00	45.00	5.00	Standard fee
INTERNAL AUDIT	44.00	100.00	44.50	44.50	45.00	- 55.00	Norfolk PTS Internal Auditor with disbursements
EXTERNAL AUDIT	200.00	200.00	210.00	210.00	220.00	- 20.00	Based on a slight increase on 2022/23 fees
ELECTION COSTS (UNCONTESTED)	-	-	45.50	45.50	-	-	No election planned in 2024/25
SUBSCRIPTIONS							
SUBSCRIPTIONS NORFOLK PTS	190.00	210.00	-	190.00	190.00	- 30.00	Based on precept of £18000
UPKEEP OF THE VILLAGE							
PLAYING FIELD GRASS CUTTING	1,440.00	2,266.00	1,113.64	1,914.00	2,028.00	- 238.00	New rate agreed with HHA Grounds Maintenance for 2024/25
VILLAGE GRASS CUTTING	3,120.00	2,700.00	911.00	1,098.00	1,142.00	- 1,558.00	New rate agreed with HHA Grounds Maintenance for 2024/25
ADHOC GROUNDS MAINTENANCE	-	500.00	-	500.00	500.00	-	Turfing/Tree Pruning/Adoc Grass Cutting
PROPERTY/PLAY EQUIP MAINTENANCE	-	500.00	437.54	1,500.00	1,500.00	1,000.00	Play equipment - refurbishment embankment slide steps - Moderate risk
PLAY AREA INSPECTION	89.00	85.00	89.50	89.50	95.00	10.00	Essential requirement for insurance
DOG BIN EMPTYING	347.00	350.00	-	346.00	370.00	20.00	7% increase based on costs 2023/24 from BCKLWN
EVENTS	220.00	150.00	141.20	141.20	150.00	-	
DEFIB MAINT	280.00	-	-	-	100.00	100.00	New pads required during 2024/25
GRANT FOR CHURCHYARD	600.00	600.00	600.00	600.00	600.00	-	No increase
GRANT FOR VILLAGE HALL	600.00	600.00	800.00	800.00	600.00	-	No increase
PLAYING FIELD RENT & CHALK PIT	52.00	52.00	64.00	64.00	64.00	12.00	Based on new lease
SECTION 137							
REMEMBRANCE WREATH	50.00	50.00	-	50.00	50.00	-	Royal British Legion for poppy wreath
CAPITAL/SPECIAL PROJECTS							
NEW GATEWAYS	1,097.00	-	-	-	1,400.00	-	Potential further gateways in 2024/25 Hunstanton Road
NEW PLAY EQUIPMENT	12,500.00	-	-	-	-	-	Nothing planned for 2024/25
NEIGHBOURHOOD PLAN GRANT	8,500.00	-	-	4,650.00	-	-	Quotation from Collective Community Planning for Neighbourhood Plan
VAT ELEMENT OF PAYMENTS	4,383.00	-	627.39	900.00	1,884.00	1,800.00	Based on 20% VAT on circa £9,000 payments
TOTAL PAYMENTS	45,654.00	19,300.00	11,773.15	23,647.59	21,500.00		
ADVERTISING	135.00	300.00	225.00	225.00	250.00	50.00	Increase to £350 to allow for Gin Trap
BANK INTEREST	55.49	-	333.25	500.00	450.00	450.00	Bank rates potentially decreasing in late 2024/25
VAT REFUND	5,303.54	-	1,063.00	1,063.00	1,800.00	1,900.00	Based on likely £900 refund for 2023/24 and £1000 for part year 2024/25
CIL GRANT TOWARDS PLAY EQUIPMENT	6,498.50	-	-	-	-	-	
DONATION PLAY EQUIPMENT	5,000.00	-	-	-	-	-	
REFUND/ADJUSTMENT	90.00	-	19.35	19.35	-	-	
TOTAL AVAILABLE RECEIPTS (EXCLUDING PRECEPT)	17,082.53	300.00	1,640.60	1,807.35	2,500.00		
JUBILEE/CORONATION GRANT	200.00	-	200.00	200.00	-	-	Used to support Jubilee and Coronation events
GROUNDWORK UK	8,500.00	-	-	4,650.00	-	-	Based on CCP submitting a bid to Locality
CIL FROM CHAPEL LANE	-	-	9,912.65	9,912.65	9,912.65	-	Reserved funds to be used to support development in the village
TOTAL RINGFENCED RECEIPTS AND RESERVES (EXCLUDING PRECEPT)	8,700.00	-	10,112.65	14,762.65	9,912.65		
TOTAL RECEIPTS	25,782.53	300.00	11,753.25	16,570.00	12,412.65		
VARIANCE BETWEEN TOTAL AVAILABLE PAYMENTS & RECEIPTS: MINUS AMOUNT TAKEN FROM RESERVES IN 2022/23	17,000.00	19,000.00	19.90	7,077.59	19,000.00		AGREED PRECEPT 2024/25.
	<i>Precept approved and received 2022/23</i>	<i>Precept approved and received 2023/24</i>	<i>Variance as at 22/11/2023</i>	<i>Estimated amount of expenditure until 31/03/2024</i>	<i>Potential precept 2024/25 subject to use of £16381 reserve</i>		
FUNDS TAKEN FROM RESERVES	2,871.47						Funds used to purchase new Gateway - Burnham Rd and play equipment

Figures in this colour are ringfenced for specific projects and do not form part of available funds.

RINGSTEAD PARISH COUNCIL

APPROVED BUDGET 2024/25

BUDGET RECONCILIATION 30/11/2023

Start Balance Unity Trust	14,361
Payments made	11,773
Money received	30,753
Cheques not yet cashed or payments taken	0.00
Calculated balance (see UTB screenshot)	33,341
Minus Savings Bank UTB	29,849
Final balance bank statement UTB	3,492
	33,341
Error	0

RESERVES AS AT 30/11/2023

	Actual TOTAL	30/11/2023
RESERVES	33,341.00	
Ear Marked Reserves		
CIL	9,913.00	ringfenced funds
Finances till year end	7,047.00	variance between projected year end receipts and payments
General Reserve	16,381.00	available funds

CALCULATION OF PRECEPT

PRECEPT REQUIRED	Actual 2022/23	Budget 2023/24	Budget 2024/25	NOTES:
Total Payments	45,654	19,300	21,500	Increased for new gateway and play area maintenance.
Total Receipts	25,783	300	2,500	
Taken from Reserves	2,871	0	0	Contribution towards playground equipment and gateway sign 2022/23.
TOTAL PRECEPT REQUIRED	17,000	19,000	19,000	Precept for 2024/25 tbc at Dec 2023 meeting
£ Increase/Decrease		2,000	0	
% Increase/Decrease		11.76%	0.00%	
BAND D CHARGE ON COUNCIL TAX BILL				To Calculate your Band D Charge
Tax Base	170	169.10	172.10	
Band D Charge		112.36	110.40	
Actual % Increase/Decrease		0.00%	-1.74%	