

Melbourn Parish Council Precept Requirement 2022/23

Precept 2021/22 £		Precept 2022/23 £	Change £	Change %
(42,470)	Total Income budget	(41,300)	1,170	-2.75%
294,770	Total Expenditure budget	320,430	25,660	8.71%
23,000	Contributions to reserves	14,300	(8,700)	-37.83%
275,300	Precept Requirement	293,430	18,130	6.59%
2,007.10	Tax Base (Band D households)	2,097.70	90.60	4.51%
<u>137.16</u>	Cost per household	<u>139.88</u>	2.72	1.98%

Approved by FGGC [date]

Approved by Melbourn Parish Council [date]

SCDC deadline 24/01/22

Melbourn Parish Council Precept Requirement 2022/24

Precept 2021/23 £		Precept 2022/24 £	Change £	Change %
40,337	Total Income budget	-	(40,337)	-100.00%
33431.84999				
26,527	Total Expenditure budget	-	(26,527)	-100.00%
19,622				
12,717	Contributions to reserves	-	(12,717)	-100.00%
5,812				
(1,093)	Precept Requirement	-	1,093	-100.00%
(7,997.85)				

Melbourn Parish Council 2022/23 Income Budget

2020-21 Actual £	EDGE budget code	Income Heading	2021-22 Budget £	2021-22 Forecast £	Forecast/ Actual	2022-23 Budget £	Notes:	2023-24 Forecast £	2024-25 Forecast £
		<u>Conservation:</u>							
2,516	100	Allotment rent	2,400	2,400	F	2,400	Rents increased 2020/21 (assume no increase 2022/23)	2,450	2,450
3,849	110	Grass cutting contribution from CCC Highways	3,850	3,849	A	3,850	Assume no increase	3,900	3,900
6,365		Total Conservation	6,250	6,249		6,250		6,350	6,350
		<u>Cemeteries:</u>							
2,440	200 1	Burial fees	1,800	4,830	F	2,500	Burials do vary quite a lot; budget on prudent basis	2,575	2,575
400	200 2	Memorials	1,000	500	F	500	Next fee review Sept 2022	515	515
1,260	200 3	Cremated remains	200	1,300	F	1,000		1,030	1,030
4,100		Total Cemeteries	3,000	6,630		4,000		4,120	4,120
		<u>Play & Rec:</u>							
	300	Match Fees							
90	300 1	Melbourn Saturdays	320	1,000	F	1,200	Fee increase agreed Sept 2021	330	330
1,100	300 2	Melbourn Dynamos	2,000	2,000	F	2,000	Assume continued agreement with Dynamos	2,200	2,300
-	300 4	Other Local Clubs	-	100	F	-		-	-
1,190		Total Match Fees	2,320	3,100		3,200		2,530	2,630
70	320	Hire of Recreation Grounds	100	800	F	800	Fair (incl utilities) and boot camps	825	825
5,280	340	Pavilion hire	3,300	1,800	F	300	School hire has finished; £300 ad-hoc	310	320
-	370	Pavilion hire - MAYD recharge	1,000	-	F	-	If MAYD restarts likley to move away from Pavilion	-	-
6,540		Total Play Areas & Recreation Grounds	6,720	5,700		4,300		3,665	3,775
		<u>Finance & General Purpose:</u>							
635	420	Interest receivable	500	700	F	750	Assume very low interest rates again 2022/23	750	800
635		Total Finance & General Purpose	500	700		750		750	800
		<u>Rental Property:</u>							
26,000	900	Little Hands Property Rent	26,000	26,000	F	26,000	Next rent review Apr 2023	26,800	26,800
26,000		Total Rental Property	26,000	26,000		26,000		26,800	26,800
10,942		Income from unbudgeted sources		250	F		2020/21 included covid grants re MCCR		
54,582		Total income excluding Precept	42,470	45,529		41,300		41,685	41,845
267,870		Precept	275,300	275,300	A	293,430			
322,452		Total income (excluding ring-fenced funds eg S106, community benefit, MAYD, Timebank events, Zero carbon grant etc)	317,770	320,829		334,730			

2020/21 shows actual figures against budgeted items. Some additional income was received that was not budgeted e.g Covid/MCCR grants, FiT, allotment insurance, recharges etc.

FiT receipts are paid to the Hub, allotment insurance is paid to the Allotment Association (net zero) and other items cannot be budgeted as they are not predictable

Melbourn Parish Council 2022/23 Expenditure Budget

2020/21 Actual £	EDGE Budget code	EXPENDITURE	2021-22 Budget £	2021/22 Forecast £	2022-23 Budget £	Notes:	2023-24 Forecast £	2024-25 Forecast £
		<u>Conservation:</u>						
1,511	1000	Allotments	1,600	1,870	1,890		1,940	2,000
8,808	1100	Conservation	12,300	12,300	11,300	2021/22 and 2022/23 Tree inspections/tree work	8,490	8,740
505	1150	Stockbridge Meadows	1,125	990	1,290		1,330	1,380
7,770	1200	Grass Cutting Contract	8,670	8,670	8,670		8,670	9,000
6,995	1300	Public Open Space Maintenance Contract	7,620	7,620	7,670		7,720	8,570
25,589		Total Conservation	31,315	31,450	30,820		28,150	29,690
		<u>Cemeteries:</u>						
5,880	2000	Cemetery rates, utilities & upkeep	4,570	3,538	4,765		6,020	6,245
5,230	2100	Cemetery Grounds Maintenance Contract	6,950	5,950	5,950	2021/22 extra hedge work	5,950	6,200
11,110		Total Cemeteries	11,520	9,488	10,715		11,970	12,445
		<u>Play Areas & Recreation Grounds:</u>						
1,822	3000	Play Areas	4,200	4,157	4,220	Includes allowance for tree inspection and works	4,330	4,580
11,987	3200	Recreation Grounds	12,475	12,825	12,720		12,825	13,345
6,224	3400	Pavilion	8,350	7,743	9,160	Increased cleaning and electricity 2022/23	9,305	9,650
20,033		Total Play Areas & Recreation Grounds	25,025	24,725	26,100		26,460	27,575
		<u>Finance & General Purpose:</u>						
1,525	4000	Audit, Legal and Professional Fees	3,400	3,400	1,750	Includes provision for valuation of assets 2021/22	1,800	1,900
-	4200	Contingency - unbudgeted works	1,500	1,500	-	Removed as contingency elements built into individual budget areas + reserves adequate	-	-
1,794	4300	Wardens' Materials, Equipment & Van	2,200	2,500	2,400		2,500	2,595
7,562	4500	Insurances	7,800	12,029	12,550	Large increase in premium 2021/22 following revaluations (3 yr deal)	13,000	13,530
1,192	4700	Membership of Societies	1,340	1,340	1,370		1,425	1,480
343	4900	Parish Clock	1,350	400	400	Repairs 2021/22	415	430
21,958	5000	Parish Office, IT & Contractors	23,725	23,549	26,688	New IT equipment needed 2021/22 and 2022/23; increased litter-picking 2022/23	24,865	25,840
72,689	5100	Salaries, NI & Pensions	71,750	67,700	73,600	Salary & E'er NI increase plus additional hours	76,500	79,600
52	5300	Sundry Expenses	113	450	150		155	160
535	5400	Training	1,500	1,600	1,500		1,550	1,600
432	5700	Pension Scheme Service Charge	440	432	440		440	440
187	5900	Bank Charges	400	200	400		405	410
700	6000	Grants Payable	7,450	7,450	7,600	CRP, Mobile Wardens, Grinnel Hill insurance	7,900	8,200
-	6005	Grants Payable - MAYD	6,000	6,000	6,000		12,000	12,000
-	6200	Staff and Councillor expenses	200	-	200		200	200
15,000	6400	Community Hub - Grant	15,000	15,000	15,000		15,000	15,000
7,703	6401	Community Hub - Maintenance & Replacements (excl FIT)	6,850	7,822	11,870	Includes equipit replacement - see Project tab	9,475	9,800
28,311	6450	PWL Community Hub - Interest	28,098	28,098	27,876		27,643	27,400
4,643	6451	PWL Community Hub - Capital	4,856	4,856	5,078		5,311	5,554
5,942	6452	PWL Car Park - Interest	5,632	5,632	5,314		4,986	4,649
10,945	6453	PWL Car Park - Capital	11,255	11,255	11,574		11,902	12,239
12,609	6500	Covid 19 and MCCR	-	-	-		-	-
459	6600	Timebanking Expenses	650	450	470		490	510
-	6700	War Memorial	-	-	-		-	-
-	6800	Election Costs	-	-	240	Every four yrs (assume no election called)	-	-
-	6900	Community Events	-	-	4,000	Queens Jubilee	-	-
13,871	7100	Village Car Park - Rates, Utilities & Maintenance	14,200	14,021	15,855		16,465	17,135
208,452		Total Finance & General Purpose	215,710	215,685	232,325		234,427	240,672
		<u>Planning:</u>						
-	7000	Community Development	5,000	5,000	-	Futures group - traffic calming including MVAS/signage etc	-	-
-	7050	Parish Planning	-	-	1,000	Consultation events	-	-
-		Total Planning	5,000	5,000	1,000		-	-
		<u>Highways:</u>						
-	8000	Highways and Footpaths	3,000	3,000	11,500	Gulley cleaning (2021/22) reallocated to Little Hands drains ; LHI scheme 2022/23	-	-
2,415	8100	Street Lighting	1,750	1,200	2,500	Large increase in electric bills anticipated	2,575	2,675
2,415		Total Highways	4,750	4,200	14,000		2,575	2,675
		<u>Rental Property:</u>						
1,792	9000	Little Hands Nursery	1,450	5,450	5,470	2021/22 drains repair; 2022/23 replace windows	1,540	1,610
1,792		Total Rental Property	1,450	5,450	5,470		1,540	1,610
269,391		Total expenditure	294,770	295,998	320,430		305,122	314,667
		<u>Budgeted contributions to reserves:</u>						
23,127		General Reserve	-	-	-	No contribution to General Reserves anticipated	-	-
20,311		Asset Management	20,000	20,000	10,300	Build up Asset Management Reserve to fund major capital repairs/replacements from 2021/22 onwards	10,000	10,500
-		Election Reserve	-	-	-		-	-
1,500		Parish Van Replacement Reserve	3,000	3,000	4,000	Replace van 2022/23	-	-
44,938			23,000	23,000	14,300			
314,329		Total Precept expenditure budget	317,770	318,998	334,730		315,122	325,167

2020/21 shows actual figures against budgeted items. Some additional expenditure was incurred that was not budgeted e.g Covid/MCCR, FIT, allotment insurance, prior year reserve expenses etc. FIT receipts are paid to the Hub, allotment insurance is paid to the Allotment Association (net zero) and other items cannot be budgeted as they are not predictable

Melbourn Parish Council 2022/23 Detailed Expenditure Budget Workings by EDGE cost code

2020/21 (Actual)		EDGE budget code	Expense Heading	Budget item	2021/22 Budget		2021/22 (Forecast)		Forecast/ Actual	2022/23 Budget		Notes and queries:	2023/24	2024/25
£	£				£	£	£	£		£	£		Forecast	Forecast
762		1000	<u>Conservation</u>											
		1000	Allotments	Water (two meters)	600		770	F		790			815	840
500		1000	Allotments	Bonfire clearance	500		600	F		600			625	650
249		1000	Allotments	Unplanned maint e.g asbestos clearance, water leak, signs, hedge cutting etc	500		500	F		500			500	510
	1,511					1,600		1,870			1,890		1,940	2,000
240		1100	Conservation	Christmas Tree and plants for tubs	300		300	F		300			360	370
3,085		1100	Conservation	Tree survey/ inspection (E650) plus tree works/ivy	4,500		4,500	F		5,500		Survey E624; Orchard Gate E1,425	4,000	4,120
3,030		1100	Conservation	Emergency tree works	3,000		3,000	F		3,000			3,590	3,700
		1100	Conservation	Project works - move Kohima Stone (2021/22); tree planting (2022/23)	4,000		4,000	F		2,000				
2,453		1100	Conservation	Unplanned e.g. fencing repairs	500		500	F		500		2020/21 replace fencing Worcester Way	540	550
	8,808					12,300		12,300			11,300		8,490	8,740
312		1150	Stockbridge Meadows	Refuse collection - extra bin from Nov 2021	325		440	F		490			510	530
70		1150	Stockbridge Meadows	Path cutting and rolling	300		300	F		300			310	320
123		1150	Stockbridge Meadows	Small repairs/Unplanned	500		250	F		500			510	530
	505					1,125		990			1,290		1,330	1,380
	7,770	1200	Grass Cutting Contract	Verges contract (£622.50 per month plus 2 x extra cuts @ £600)		8,670		8,670	F		8,670	Contract retendered 2021 - no change	8,670	9,000
5,820		1300	Public Open Space- Maintenance Contract	General Maintenance Contract (£460 per month) plus 3(?) extra cuts @ £300 per cut	6,420		6,420	F		6,420		E460 per month - plus 3 extra cuts - contract to be retendered 2021. No change	6,420	6,420
-		1300	Public Open Space- Maintenance Contract	Hopkins Homes open space maintenance (additional costs above commuted sum)	-		-	F		-		Monitor for 2 years and then include in precept as necessary	-	800
1,175		1300	Public Open Space- Maintenance Contract	Extra work eg extra cuts plus hedge and path cutting, leaf clearance etc	1,200		1,200	F		1,250		Extra work £1,000 (2020 = Worcester Way plus other hedge/leaf works)	1,300	1,350
	6,995					7,620		7,620	F		7,670		7,720	8,570
	25,588		Total Conservation			31,315		31,450			30,820		28,150	29,690
		2000	<u>Cemeteries</u>											
245		2000	1 Orchard Road	Rates	250		245	A		255			265	275
197		2000	1 Orchard Road	Utilities - Electricity and water	200		245	F		430		Assume large increase in electricity bills	445	465
380		2000	1 Orchard Road	Unplanned (2020/21 - path cleaning/moss spraying)	100		100	F		400			415	430
	822					550		590			1,085		1,125	1,170
749		2000	2 New Road	Rates	770		749	A		780			810	840
211		2000	2 New Road	Water	100		100	F		100		Water being used by VH developer - all but £100 pa recharged	100	105
1,940		2000	2 New Road	Tree & hedge work (incl hedge reduction)/ soil store empty/path edging	1,000		1,000	F		1,000			1,040	1,080
		2000	2 New Road	Pest control	400		-	F		-			-	-
2,110		2000	2 New Road	Cemetery bases/installation	1,250		600	F		1,300		Fewer needed 2021/22 due to number installed 2020/21	2,700	2,800
50		2000	2 New Road	Other/Unplanned (moss cleaning)	500		500	F		500			245	250
	5,059					4,020		2,949			3,680		4,895	5,075
	5,230	2100	Cemetery Contracts	Grounds Maintenance (£405.83 per month = £4,870 plus 3 extra cuts @ £360 each)		6,950		5,950	F		5,950	Contract 12 x £405.83 monthly fee = £4,870 plus 3 x extra cuts - total £5,950. No increase in tender 2021	5,950	6,200
	11,110		Total Cemetery			11,520		9,488			10,715		11,970	12,445
			<u>Play Areas and Recreation Grounds</u>											
214		3000	3 Play Areas	Playground maintenance - ROSPA inspection	220		214	A		220		Any additional playgrounds to be covered by commuted sum to start	230	300
-		3000	3 Play Areas	Playground maintenance - equipment repairs/renewals	1,500		1,500	F		1,500			1,550	1,650
1,248		3000	3 Play Areas	Refuse & dog bin collection - Moor playground & skateboard park, Clear Cresc playground	1,285		1,248	A		1,300			1,350	1,400
360		3000	3 Play Areas	Tree work plus edging	1,000		1,000	F		1,000			1,000	1,030
	1,822	3000	3 Play Areas	Other/Unplanned	195		195	F		200			200	200
						4,200		4,157			4,220		4,330	4,580
127		3200	Recreation Grounds	Electricity - old Rec (includes Fair)	185		185	F		370		Assume large increase in electricity bills	385	400
130		3200	Recreation Grounds	Pest control	600		1,000	F		650		Large issue this year - needs specialist treatment	650	680
1,560		3200	Recreation Grounds	Refuse & dog bin collection (10 bins)	1,610		1,560	A		1,620			1,690	1,755
9,190		3200	Recreation Grounds	Grounds Maintenance Contract (£755 x 12 = £9,060 plus 4 extra cuts @ £130)	9,580		9,580	F		9,580		Allow 4 x extra cuts. Contract retendered 2021 - no cost increase	9,580	9,970
980		3200	Recreation Grounds	Unplanned/other maintenance eg leaf collection, replacement bins etc	500		500	F		500			520	540
	11,987					12,475		12,825			12,720		12,825	13,345
136		3400	Pavilion	Cleaner	1,500		700	F		1,000		Assume return to normal activity levels 2022/23 and increased hourly cost	1,040	1,080
2,595		3400	Pavilion	Rates	2,675		2,595	A		2,700			2,800	2,900
1,743		3400	Pavilion	Utilities - electricity and water	1,300		1,300	F		2,500		Assume large increase in electricity bills; no school usage 2022/23	2,400	2,500
343		3400	Pavilion	Refuse Collection	355		348	A		360			375	390
365		3400	Pavilion	Maintenance - sanitary disposal (£300); septic tank (£150); drain clean (£300); cleaning materials/hand tow	900		900	F		900		Slight increase assumed due to school use + annual drain clean	930	960
298		3400	Pavilion	Maintenance - Legionella risk assessment	220		300	F		300			315	330
348		3400	Pavilion	Maintenance - Services - Burglar alarm £100/fire extinguishers £50/boiler service £200/PAT test £50	400		400	F		400			405	410
395		3400	Pavilion	Unplanned repairs & maint (eg drain repairs, heating repairs, replacement equipment)	1,000		1,200	F		1,000		£1030 to date - any more? Heating repairs	1,040	1,080
-		3400	Pavilion	Maintenance projects	-		-	F		-		Potential replacement of air source heat pump 2022/23 - to be funded from AMR		
	6,224					8,350		7,743			9,160		9,305	9,650
	20,033		Total Play & Rec			25,025		24,725			26,100		26,460	27,575
			<u>Finance & General Purpose</u>											
	1,525	4000	Audit, Legal & Professional Fees	Internal Audit (£400) , External Audit (£1,300), land searches		3,400		3,400	F		1,750	Valuation every 5 yrs (done 2021)	1,800	1,900
	-	4200	Contingency	Unplanned expenditure items		1,500		1,500	F			Removed - unplanned expenditure to be authorised from reserves	-	-
		4300	Warden Materials and Equipment:											
392		4300	2 Materials	Materials, mower fuel	350		500	F		500			520	540
258		4300	3 Equipment	Equipment - PPE equipment, tools etc	500		500	F		500		Any specific equipt required next year?	520	540
1,144		4300	4 Parish Van Expenses	Insurance, tax, MOT, fuel, repairs	1,350		1,500	F		1,400		Van to be replaced 2022/23 (replacement cost funded from ring-fenced reserve)	1,460	1,515
	1,794		Total Warden Materials and Equipment			2,200		2,500			2,400		2,500	2,595
	7,562	4500	Insurances			7,800		12,029	A		12,550	New 3 yr deal from 2021 (includes revalued assets)	13,000	13,530
	1,192	4700	Membership of societies	CAPALC (£870), SLCC x2 (£350) , ICCM (£100), ACRE (£50)		1,340		1,340	F		1,370		1,425	1,480
	343	4900	Parish Clock	Service (£200); minor repairs (£200)		1,350		400	F		400	2021/22 budget included training (not required); budget for service and one repair	415	430
		5000	Parish Office:											
616		5000	1 IT/phone	Website hosting (£200)plus domain names (bi-yearly) plus Glassblade plug-in (£40) plus £200 for website re	350		259	F		250		2020/21 incl website reinstatement & accessibility work. £200 website working party 2021/22 (not needed)	300	270
1,250		5000	1 IT/phone	IT support /back-up(£131 p/m)	1,500		1,500	F		1,600			1,665	1,730
-		5000	1 IT/phone	Mobile phone top-ups for wardens/other staff	50		-	F		-			-	-
	1,866					1,900		1,759			1,850		1,965	2,000
330		5000	2 Office Supplies	Stationery, tea, coffee etc	500		350	F		500			520	540
1,362		5000	3 Photocopier Rent and Printing Costs	Rent (£550) plus printing	850		1,200	F		1,200			1,250	1,300
-		5000	4 Parish Office Sundries	Publications, awards, reference books, shredding , unplanned etc	100		250	F		198			210	220
97		5000	5 Postage		120		50	F		100			105	110
13,400		5000	6 Office Licence Fee		13,400		13,400	A		14,000			14,000	14,600

465	5000	7 Office Cleaner		280	260	F	280	2020 includes extra cleaning due to Covid 19	290	300
1,946	5000	8 Software Licences	Adobe £220/Payroll Software £75/Edge accounting software £1,500/ Zoom £135	2,200	1,930	F	2,000	Parish Online not needed (via ins); Zoom continuation preferred	2,100	2,150
	5000	9 Contractors								
2,447	5000	9.3 Litter Picker	Litter picking plus equipment (say 8 hours per week/48 weeks + equipt)	2,800	2,800	F	4,000	CL to check if more hours can be accommodated by litter pickers	4,160	4,330
-	5000	9.4 DPO	CAPALC membership scheme	75	50	A	60		65	70
2,447		Total Contractors		2,875	2,850		4,060		4,225	4,400
44				1,500	1,500	F	2,500		200	220
	5000	10 Office furniture & equipment	New PC + laptop 2021/22; 2022/23 - new PCs or laptop x 2 + new large screens							
21,958		Total Parish Office		23,725	23,549		26,688		24,865	25,840
72,689	5100	Salaries and Pensions		71,750	67,700	F	73,600	Salary budget with HR panel for checking. Assumes 4% increase plus some extra hours	76,500	79,600
52	5300	Sundry Expenses	ICO registration fee, defibrillator pads/batteries; Poppy Wreath etc	113	450	F	150	2021/22 included £360 meeting room hire during Hub refurb	155	160
535	5400	Training	Clr training programme (election 2022 - new counsellors?). Plus staff training	1,500	1,600	F	1,500	2020/21 low due to pandemic and Zoom delivery; 2021/22 includes CILCA reg/training	1,550	1,600
432	5700	Pension Scheme Service Charges		440	432	F	440		440	440
187	5900	Bank charges - current a/c	Potentially two current accounts?	400	200	F	400		405	410
700	6000	Grants payable	Community Rail Partnership (£700) plus Grinnel Hill insurance (£1,900), mobile wardens (£5,000)	7,450	7,450	F	7,600	Grinnel Hill Insurance (£1,900)/Mobile Wardens (£5,000), CRP (£700)	7,900	8,200
-	6200	Grant funding MAYD	50% MAYD	6,000	6,000	A	6,000	Research to be done by Groundwork. Excess costs can come from Community Ben application	12,000	12,000
	6200	Staff and Councillor expenses	Travel to training etc	200	-	F	200	Assume f2f training 2022/23	200	200
		Community Hub:								
15,000	6400	Community Hub -maintenance/replacements	Maintenance Grant	15,000	15,000	A	15,000		15,000	15,000
406	6401	Community Hub -maintenance/replacements	Maintenance - services: fire alarms(£300), fire extinguishers (£150), boiler service (£130), burglar alarm (£1C	1,420	1,420	F	1,430		1,460	1,500
			airconditioning x2 (£180) , stair lift (£300), PAT test (£50), legionella risk assess (£220)							
930	6401	Community Hub -maintenance/replacements	Service charge - Hundred Houses	930	930	F	940		940	950
244	6401	Community Hub -maintenance/replacements	Small repairs/replacements (minor repairs, equipt replacements)	500	500	F	500		525	550
3,337	6401	Community Hub -maintenance/replacements	Unplanned and emergency e.g. major equipt repairs/leaks etc (2020/21 covid safety screens)	1,500	1,500	F	2,500	Oven repairs expected 2022/23	1,550	1,600
2,786	6401	Community Hub -maintenance/replacements	Maint Projects 2020/21 - per list (sign overspend in 2021/22)		1,000	F				
	6401	Community Hub -maintenance/replacements	Maint Projects 2021/22 - per list (IT Server upgrade)	2,500	2,472	A			5,000	5,200
	6401	Community Hub -maintenance/replacements	Maint Projects 2022/23 - per list (see project tab)				6,500			
		Total Community Hub - maintenance/replacements		6,850	7,822		11,870		9,475	9,800
7,703	6450	PWLB Hub Interest		28,098	28,098	A	27,876		27,643	27,400
28,311	6451	PWLB Hub Capital		4,856	4,856	A	5,078		5,311	5,554
4,643	6452	PWLB Car Park Interest		5,632	5,632	A	5,314		4,986	4,649
5,942	6453	PWLB Car Park Capital		11,255	11,255	A	11,574		11,902	12,239
10,945	6500	Covid 19 and MCCR		-	-	F	-		-	-
12,610	6600	Timebanking expenses	Software (£130), phone (£160), mileage/travel (£80), other (£100)	650	450	F	470	Cheaper phone deal/handset paid; assume some travel 2022/23	490	510
459	6700	War memorial		-	-		-		-	-
-	6800	Election costs	Election year 2022 - uncontested election costs SCDC (16 seats @ £15)	-	-		240	Contested election costs to come from Election Reserve/General Reserve CHECK No.of electors	-	-
-	6900	Community events	Queens Jubilee event/commemorative items/bench	-	-		4,000		-	-
	7100	Car Park - rates, utilities and maintenance		-	-		-			
11,976	7100	Car Park	Rates	12,350	11,976	A	12,450		12,950	13,470
1,483	7100	Car Park	Electricity	1,085	1,350	F	2,700	Assume large increase in electricity bills	2,800	2,920
136	7100	Car Park	Water - sewerage and fresh	175	175	F	175		180	185
30	7100	Car Park	PAT testing - workshop	100	30	F	30		35	35
246	7100	Car Park	Contingency eg signage/CCTV repairs	490	490	F	500		500	525
		Total Car Park		14,200	14,021		15,855		16,465	17,135
208,453	201924	Total Finance and General		215,710	215,685		232,325		234,427	240,672
		<u>Planning:</u>								
-	7000	Community Development	Futures Working Party - leafleting (£200), MVAS, signage etc (£4,800) (see project costs)	5,000	5,000	F		£2,244 to date (2021/22); bal to be reallocated to other traffic calming. No extra 2022/23		
	7050	Community Development	Parish Planning - consultation event/leaflets re s106 etc				1,000			
		<u>Highways:</u>								
-	8000	Highways and Footpaths	Gully cleaning (2021/22)	3,000	3,000	F		Gully cleaning budgeted 2021/22 - carried out by CCC Highways; funds to be reallocated to LH drains 2021/22	-	-
	8000	Highways and Footpaths	LHI scheme funding 2022/23				11,500	£11,500 agreed by MPC for traffic calming/LHI bid		
2,415	8100	Street Lighting	Electricity (to be retendered 2022)	1,750	1,200	F	2,500	Reduction in charges this year due to new certificate but large increase in electricity bills expected 2022/23	2,575	2,675
2,415		Total Highways		4,750	4,200		14,000		2,575	2,675
		<u>Rental Property:</u>								
450	9000	Littlehands	Annual drain clean	450	905	A	470		490	510
195	9000	Littlehands	Unplanned Maintenance - eg signage, anti-vandalism, drain clearance and drainage patch	1,000	545	F	1,000		1,050	1,100
1,147	9000	Littlehands	Maintenance projects - see tab (2022/23 - replace windows)	-	4,000	F	4,000	2021/22: £4,000 unbudgeted spend for drains work anticipated (Total £8k but £4k from budget reallocations)	-	-
	6023	Total Rental Property		1,450	5,450		5,470		1,540	1,610
		Total expenditure excluding contributions to Reserves		294,770	295,998		320,430		305,122	314,667
		<u>Contributions to Reserves</u>								
23,127		General Reserve		-	-		-		-	-
20,311		Asset Management		20,000	20,000		10,300		10,000	10,500
-		Election Reserve		-	-		-		-	-
1,500		Parish Van Replacement		3,000	3,000		4,000	Van to be replaced 2022/23; £6,000 already in reserve.	-	-
		Total Expenditure including contributions to Reserves		317,770	318,998		334,730		315,122	325,167

Melbourn Parish Council

Project and Discretionary Items recommended for inclusion in 2022/23 budget

		Funding Source				
EDGE		Precept	£106	Asset Mgt	Comm Ben	
1100	Tree planting	2,000				
1150	Stockbridge Meadows Boardwalk		TBC			Any additional costs above original allocation to be funded from £106
3000/3	Major play equipment/ fitness equipt		TBC			£106
3000/3	Gate at entrance to The Moor			5,000		AMR
3400	Pavilion - air source heat pump			TBC	TBC	AMR
4900	Parish clock - repair chimes				TBC	Community Benefit - costs TBC
6700	War memorial - rear paths x 2		10,000			£106
6900	Queens Jubilee commemoration event/benches etc	4,000				
7050	Parish Consultation Event(s)	1,000				Consultation costs
9000	Little Hands windows replacement	4,000				
		11,000	10,000	5,000	-	
6401	Melbourn Hub 2022-23 Projects					
	Convection oven	1,500				
	Espresso Machine & Coffee Grinder	4,000				
	Coffee Grinder	1,000				
	Liquidiser & deep fat fryer				800	£106 kitchen refurb balance
		6,500	-	-	800	
		17,500	10,000	5,000	800	
	Total projects 2022-23	17,500	10,000	5,000	800	
	Contributions to reserves:					
	Parish Van	4,000				
	AMR - top up (potential large exp 2022/23)	10,300				
	General reserve	-				
	Total Reserves contributions 2022/23	14,300				

Forecast 5.7 mnths; review actuals at year end and decide if transfer needed from AMR

Melbourn Parish Council Forecast Reserves at 31st March 2022

	General Reserve	Asset Management	Election Reserve	Parish Van
Opening Balance at 1st April 2021	150,000	51,813	2,775	3,000
2021/22 Income - forecast	320,829			
2021/22 Expenditure - forecast	(295,998)			
Reserve movements -tfr to Parish Van reserve (2021/22 budget)	(3,000)			3,000
Reserve movements - tfr AMA (2021/22 budget)	(20,000)	20,000		
Closing Balance at 31st March 2022 (forecast)	<u>151,831</u>	<u>71,813</u>	<u>2,775</u>	<u>6,000</u>
Budgeted 2021/22 contribution to General Reserve	-			
Forecast Movement in General Reserve	1,831			
Difference	1,831			
General reserve target = 6 mnths x budgeted expenditure	160,215	(Based on budgeted expenditure before contribs to Reserves)		
Forecast General Reserve	151,831	5.7 months		
Difference	(8,384)			
Budgeted reserve contributions 2022/23	-	No contribution to general reserve required 2022/23		
What to do with any surplus 2021/22 - AMR or reduce precept?				

Melbourn Parish Council Precept 2022-23**Detailed spending plans****(required by SCDC for precepts over £140,000)**

	2021-22	2021-22	2022-23	2022-23
	Gross	Net	Gross	Net
Conservation, parks, recreation and planning	72,860	56,890	68,635	54,085
Highways, footpaths and lighting	4,750	4,750	14,000	14,000
Election costs	-	-	240	-
Corporate Management	217,160	190,660	237,795	211,045
Asset Management/Reserves	23,000	23,000	14,300	14,300
Total	317,770	275,300	334,970	293,430
Contribution from Balances		-		-
Amount of Precept	317,770	275,300	334,970	293,430