

CBPC Annual Budget - By Centre as at 2020-01-24

24/01/2020

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Castle Bromwich PC 2019/20

Annual Budget - By Centre

		Last year 2018/19		Current Year 2019/20			Next year 2020/21	
		Budget	Actual	Agreed	Total	Actual YTD	Proposed	EMR
101	ARDEN HALL							
1000	Hall Hire Income	£ 70,433	£ 64,146	£ 70,433	£ 70,433	£ 52,506	£ 65,000	£ -
1050	Hall Hire Sundry Income	£ 210	£ 458	£ -	£ -	£ 475	£ -	£ -
1800	Sundry Income	£ 468	£ 178	£ 680	£ 680	£ 10	£ -	£ -
	Total Income	£ 71,111	£ 64,783	£ 71,113	£ 71,113	£ 52,991	£ 65,000	£ -
4700	Bar Purchases	£ -	£ -	£ -	£ -	£ -	£ -	£ -
		£ -	£ -	£ -	£ -	£ -	£ -	£ -
4000	Wages	£ 50,020	£ 63,299	£ 54,000	£ 54,000	£ 50,942	£ 75,000	£ -
4001	NI (ER's)	£ 755	£ 4,520	£ 3,500	£ 3,500	£ 2,750	£ 6,500	£ -
4003	Pension (ER's)	£ 6,361	£ 6,987	£ 8,000	£ 8,000	£ 6,712	£ 10,000	£ -
4030	Staff Training	£ 500	£ -	£ 1,200	£ 1,200	£ -	£ 1,500	£ -
4070	Staff Uniforms	£ -	£ -	£ 500	£ 500	£ 653	£ 1,000	£ -
4110	Rates-General	£ 9,162	£ 9,148	£ 10,500	£ 10,500	£ 10,937	£ 11,000	£ -
4115	Rates-Water	£ 4,062	£ 4,317	£ 4,500	£ 4,500	£ 3,323	£ 4,500	£ -
4120	Heating and Lighting	£ 15,061	£ 13,919	£ 15,000	£ 15,000	£ 10,499	£ 15,000	£ -
4130	Insurance	£ 3,570	£ 3,790	£ 4,000	£ 4,000	£ 4,000	£ 4,000	£ -
4155	Cleaning Materials	£ 1,112	£ 1,439	£ 1,600	£ 1,600	£ 1,030	£ 1,500	£ -
4157	Waste / Large Area Clean Up	£ 2,662	£ 3,421	£ 4,000	£ 4,000	£ 3,009	£ 4,000	£ -
4170	Repairs and Maintenance	£ 12,506	£ 8,650	£ 12,500	£ 12,500	£ 7,064	£ 13,000	£ -
4175	CCTV System/Security	£ 2,277	£ 120	£ 8,000	£ 8,000	£ 7,052	£ 1,500	£ 1,000
4185	Furniture	£ -	£ -	£ 2,500	£ 2,500	£ 99	£ 2,500	£ -
4400	Communication-Stationery	£ 411	£ 390	£ 500	£ 500	£ -	£ 500	£ -
4405	Communication-Copying	£ 812	£ 779	£ 800	£ 800	£ 315	£ 800	£ -
4415	Communication-Postage	£ 29	£ 29	£ 100	£ 100	£ -	£ 100	£ -
4417	Communication-Telephone	£ 2,077	£ 1,163	£ 1,000	£ 1,000	£ 1,088	£ 1,500	£ -
4421	Communication-Website	£ 319	£ -	£ 600	£ 600	£ -	£ 600	£ -
4422	Communication-IT	£ 1,084	£ -	£ 2,000	£ 2,000	£ 550	£ 1,000	£ -
4435	Marketing/Promotions	£ 92	£ -	£ 1,000	£ 1,000	£ -	£ 1,000	£ -

Note 1

Note 2

CBPC Annual Budget - By Centre as at 2020-01-24

		Last year 2018/19		Current Year 2019/20			Next year 2020/21		
		Budget	Actual	Agreed	Total	Actual YTD	Proposed	EMR	
4585	Professional Fees	£ -	£ 4,941	£ 10,000	£ 10,000	£ 3,509	£ 5,000	£ -	
4701	Refreshment for Funerals	£ -	£ -	£ -	£ -	£ 20	£ 100	£ -	
4710	Music (PRS/PPL)	£ 1,941	£ 5,145	£ 5,000	£ 5,000	£ 3,045	£ 4,500	£ -	Note 3
4750	Function Licenses	£ 220	£ 257	£ 1,000	£ 1,000	£ -	£ 300	£ -	
4751	Hire Cancellations/Bonds	£ 84	£ -	£ 300	£ 300	£ -	£ -	£ -	
4899	Miscellaneous	£ 997	£ 403	£ 500	£ 500	£ -	£ 500	£ -	
4940	Capital Projects	£ 10,000	£ 3,612	£ 10,000	£ 10,000	£ 3,035	£ 32,500	£ 30,000	Note 4
4942	Capital Projects (IT)	£ 1,000	£ -	£ 1,000	£ 1,000	£ -	£ -	£ 1,000	
	Overhead Expenditure	£ 127,114	£ 136,328	£ 163,600	£ 163,600	£ 119,633	£ 199,400	£ 32,000	
	Movement to/(from) Gen Res	(56,003)	(71,553)	(92,487)	(92,487)	(66,643)	(134,400)		
103	BAR								
1420	Bar Sales	£ 29,586	£ -	£ -	£ -	£ 8,592	£ 25,000	£ -	Note 5
	Total Income	£ 29,586	£ -	£ -	£ -	£ 8,592	£ 25,000	£ -	
4700	Bar Purchases	£ 13,760	£ -	£ -	£ -	£ 4,515	£ 15,000	£ -	Note 6
		£ 13,760	£ -	£ -	£ -	£ 4,515	£ 15,000	£ -	
4000	Wages	£ 8,536	£ -	£ -	£ -	£ 2,208	£ 6,000	£ -	
4001	NI (ER's)	£ 178	£ -	£ -	£ -	£ 7	£ 30	£ -	Note 7
4003	Pension (ER's)	£ -	£ -	£ -	£ -	£ 182	£ 500	£ -	Note 7
4155	Cleaning Materials	£ 36	£ -	£ -	£ -	£ -	£ 100	£ -	
4170	Repairs and Maintenance	£ 27	£ -	£ -	£ -	£ -	£ 200	£ -	
4585	Professional Fees	£ 360	£ 1,720	£ -	£ -	£ 203	£ 1,500	£ -	
4705	Bar Other	£ 377	£ -	£ -	£ -	£ -	£ -	£ 500	
	Overhead expenditure (bar)	£ 9,514	£ 1,720	£ -	£ -	£ 2,600	£ 8,330	£ 500	
	Movement to/(from) Gen Res	£ 6,312	(1,720)	£ -	£ -	£ 1,477	£ 1,670		
105	THEATRE WORKSHOP								
1063	Theatre Workshop	£ 504	£ 504	£ 600	£ 600	£ 294	£ 600	£ -	
	Total income	£ 504	£ 504	£ 600	£ 600	£ 294	£ 600	£ -	

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		Last year 2018/19		Current Year 2019/20			Next year 2020/21	
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4110	Rates-General	£ 246	£ 238	£ 300	£ 300	£ -	£ -	£ -
4115	Rates-Water	£ 47	£ 10	£ 50	£ 50	£ -	£ -	£ -
4130	Insurance	£ 101	£ -	£ -	£ -	£ -	£ -	£ -
	Overhead expenditure	£ 394	£ 248	£ 350	£ 350	£ -	£ -	£ -
	Movement to/(from) Gen Res	£ 110	£ 256	£ 250	£ 250	£ 294	£ 600	
110	PAVILION							
1060	Pavilion Hire	£ 9,849	£ 9,314	£ 14,000	£ 14,000	£ 256	£ 10,000	£ -
	Total income	£ 9,849	£ 9,314	£ 14,000	£ 14,000	£ 256	£ 10,000	£ -
4000	Wages	£ 13,502	£ 15,927	£ 16,000	£ 16,000	£ 13,120	£ 16,000	£ -
4001	NI (ER's)	£ 385	£ 696	£ 600	£ 600	£ 640	£ 600	£ -
4003	Pension (ER's)	£ 1,185	£ 1,861	£ 2,000	£ 2,000	£ 1,896	£ 2,000	£ -
4030	Staff Training	£ 500	£ -	£ 1,000	£ 1,000	£ -	£ 200	£ -
4070	Staff Uniforms	£ 62	£ -	£ 100	£ 100	£ 8	£ 100	£ -
4110	Rates-General	£ 1,971	£ 1,901	£ 1,500	£ 1,500	£ -	£ 1,500	£ -
4115	Rates-Water	£ 1,031	£ 198	£ 1,000	£ 1,000	£ -	£ 500	£ -
4120	Heating and Lighting	£ 5,831	£ 4,349	£ 6,000	£ 6,000	£ 4,153	£ 6,000	£ -
4130	Insurance	£ 1,346	£ 1,346	£ 1,400	£ 1,400	£ 1,203	£ 1,400	£ -
4155	Cleaning Materials	£ 1,163	£ 1,038	£ 1,200	£ 1,200	£ 502	£ 1,000	£ -
4157	Waste / Large Area Clean Up	£ 2,470	£ 433	£ 1,500	£ 1,500	£ 200	£ 1,500	£ -
4170	Repairs and Maintenance	£ 5,170	£ 3,347	£ 5,000	£ 5,000	£ 4,805	£ 6,000	£ -
4175	CCTV System/Security	£ 180	£ -	£ 2,000	£ 2,000	£ 2,000	£ 1,000	£ 1,000
4185	Furniture	£ 131	£ -	£ 1,000	£ 1,000	£ -	£ 1,500	£ -
4417	Communication-Telephone	£ 42	£ -	£ 50	£ 50	£ 40	£ 50	£ -
4422	Communication-IT	£ 20	£ -	£ 20	£ 20	£ -	£ 1,000	£ -
4940	Capital Projects	£ 1,000	£ -	£ 1,000	£ 1,000	£ -	£ 10,000	£ -
	Overhead expenditure	£ 35,989	£ 31,096	£ 41,370	£ 41,370	£ 28,568	£ 50,350	£ 1,000
	Movement to/(from) Gen Res	(26,140)	(21,782)	(27,370)	(27,370)	(28,312)	(40,350)	

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		Budget	Actual	Agreed	Total	Actual YTD	Proposed	EMR
120	OPEN SPACES							
1065	Pitches-Tennis	£ 466	£ 116	£ 250	£ 250	£ 149	£ 200	£ -
1066	Pitches-Football	£ 1,753	£ 1,837	£ 1,700	£ 1,700	£ -	£ 1,893	£ -
1067	Pitches-Cricket	£ 3,000	£ 1,280	£ 2,000	£ 2,000	£ 1,242	£ 2,000	£ -
1801	Insurance Claim Income	£ -	£ 1,920	£ -	£ -	£ -	£ -	£ -
	Total Income	£ 5,219	£ 5,153	£ 3,950	£ 3,950	£ 1,391	£ 4,093	£ -
4000	Wages	£ 22,945	£ 31,854	£ 30,000	£ 30,000	£ 26,241	£ 38,000	£ -
4001	NI (ER's)	£ 645	£ 1,392	£ 1,200	£ 1,200	£ 1,281	£ 1,500	£ -
4003	Pension (ER's)	£ 547	£ 4,404	£ 3,800	£ 3,800	£ 4,420	£ 5,000	£ -
4030	Staff Training	£ 500	£ -	£ 500	£ 500	£ -	£ 1,000	£ -
4070	Staff Uniforms	£ 80	£ -	£ 80	£ 80	£ -	£ 500	£ -
4157	Waste / Large Area Clean Up	£ 4,174	£ 1,848	£ 4,000	£ 4,000	£ -	£ 2,000	£ -
4170	Repairs and Maintenance	£ -	£ 288	£ 3,000	£ 3,000	£ 633	£ 1,000	£ -
4185	Furniture	£ 980	£ -	£ -	£ -	£ -	£ -	£ -
4200	Bradford Gardens-Maintenance	£ 1,652	£ 9,637	£ 2,000	£ 2,000	£ 1,853	£ 2,000	£ -
4205	Village Green-Maintenance	£ 2,386	£ 6,511	£ 4,000	£ 4,000	£ 2,137	£ 4,000	£ -
4207	VG Sensory Peace Garden	£ 617	£ 1,056	£ 1,000	£ 1,000	£ -	£ 1,000	£ -
4208	War Memorial Maintenance	£ -	£ 475	£ 2,000	£ 2,000	£ -	£ 2,000	£ -
4210	Whateley Green-Maintenance	£ 2,224	£ 2,738	£ 3,000	£ 3,000	£ 1,811	£ 3,000	£ -
4215	Hob Farm-Maintenance	£ 2,359	£ 3,408	£ 3,000	£ 3,000	£ 1,889	£ 3,000	£ -
4220	Playing Field-Grounds Maint.	£ 3,191	£ 4,395	£ 6,000	£ 6,000	£ 2,646	£ 5,000	£ -
4222	Sports Pitches	£ 2,916	£ 3,344	£ 4,000	£ 4,000	£ 1,536	£ 3,000	£ -
4224	Tennis Court- Maintenance	£ 240	£ -	£ 350	£ 350	£ 240	£ -	£ -
4230	Playground Safety Works	£ 579	£ 116	£ 600	£ 600	£ 163	£ 600	£ -
4250	Tree Maintenance	£ 3,000	£ 7,565	£ 3,000	£ 3,000	£ -	£ 2,000	£ -
4899	Miscellaneous	£ 179	£ 123	£ -	£ -	£ -	£ -	£ -
4940	Capital Projects	£ -	£ -	£ -	£ -	£ 22,479	£ 8,000	£ -
	Overhead expenditure	£ 49,214	£ 79,154	£ 71,530	£ 71,530	£ 67,329	£ 82,600	£ -
	Movement to/(from) Gen Res	(43,995)	(74,000)	(67,580)	(67,580)	(65,938)	(78,507)	

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		Last year 2018/19		Current Year 2019/20			Next year 2020/21	
		Budget	Actual	Agreed	Total	Actual YTD	Proposed	EMR
201	DEMOCRATIC SERVICES							
1500	Copying and Services	£ 31	£ 52	£ 50	£ 50	£ 9	£ 50	£ -
1800	Sundry Income	£ 10	£ -	£ -	£ -	£ 103	£ -	£ -
1805	Youth Council Income	£ -	£ -	£ -	£ -	£ 313	£ -	£ -
1870	Interest	£ 726	£ 979	£ 800	£ 800	£ 864	£ 900	£ -
1875	Insurance Accrual Adjustment	£ -	£ 40,224	£ -	£ -	£ -	£ -	£ -
1900	Precept	£ 297,839	£ 297,839	£ 327,624	£ 327,624	£ 327,624	£ 335,270	£ -
1901	Mitigation Grant (via SMBC)	£ 3,070	£ 3,070	£ 1,055	£ 1,055	£ 1,055	£ -	£ -
	Total income	£ 301,676	£ 342,164	£ 329,529	£ 329,529	£ 329,969	£ 336,220	£ -
4000	Wages	£ 70,551	£ 60,379	£ 62,000	£ 62,000	£ 48,981	£ 64,000	£ -
4001	NI (ER's)	£ 10,233	£ 5,912	£ 8,000	£ 8,000	£ 5,127	£ 8,000	£ -
4003	Pension (ER's)	£ 10,361	£ 9,659	£ 10,000	£ 10,000	£ 6,460	£ 10,000	£ -
4030	Staff Training	£ 1,000	£ 385	£ 1,000	£ 1,000	£ 105	£ 500	£ -
4040	Staff Travel	£ 49	£ 109	£ 500	£ 500	£ 446	£ 300	£ -
4110	Rates-General	£ 599	£ 594	£ 600	£ 600	£ -	£ -	£ -
4115	Rates-Water	£ 95	£ 20	£ 100	£ 100	£ -	£ -	£ -
4120	Heating and Lighting	£ 1,619	£ 289	£ 2,000	£ 2,000	£ -	£ -	£ -
4130	Insurance	£ 1,287	£ 1,287	£ 1,300	£ 1,300	£ 1,300	£ 1,300	£ -
4155	Cleaning Materials	£ 3	£ -	£ -	£ -	£ -	£ -	£ -
4170	Repairs and Maintenance	£ 1,480	£ -	£ 1,500	£ 1,500	£ 4	£ 500	£ -
4185	Furniture	£ 238	£ -	£ -	£ -	£ -	£ -	£ -
4400	Communication-Stationery	£ 449	£ 497	£ 1,000	£ 1,000	£ 719	£ 1,400	£ -
4405	Communication-Copying	£ 487	£ 350	£ 1,000	£ 1,000	£ 582	£ 500	£ -
4415	Communication-Postage	£ 184	£ 343	£ 600	£ 600	£ 430	£ 600	£ -
4417	Communication-Telephone	£ 766	£ 464	£ 800	£ 800	£ 1,121	£ 1,200	£ -
4421	Communication-Website	£ 886	£ 488	£ 800	£ 800	£ 396	£ 500	£ -
4422	Communication-IT	£ 8,000	£ 3,390	£ 5,000	£ 5,000	£ 1,826	£ 3,500	£ -
4436	Advertising-Statutory	£ -	£ 100	£ -	£ -	£ 100	£ 100	£ -
4460	Subscriptions	£ 1,930	£ 2,647	£ 1,500	£ 1,500	£ 1,247	£ 1,500	£ -
4500	Chairmans Allowance	£ 249	£ 1,288	£ 250	£ 250	£ -	£ 1,300	£ -

Note 8

CBPC Annual Budget - By Centre as at 2020-01-24

		Last year 2018/19		Current Year 2019/20			Next year 2020/21	
		Budget	Actual	Agreed	Total	Actual YTD	Proposed	EMR
4510	Councillor Allowances	£ 473	£ -	£ 500	£ 500	£ -	£ 1,500	£ -
4520	Councillor Expenses	£ 235	£ 9	£ 300	£ 300	£ 8	£ 300	£ -
4525	Councillor Training	£ 775	£ 90	£ 500	£ 500	£ 168	£ 500	£ -
4550	Bank Charges	£ 528	£ 670	£ 700	£ 700	£ 572	£ 700	£ -
4580	Audit Fees	£ 2,652	£ 3,961	£ 2,000	£ 2,000	£ 1,253	£ 2,000	£ -
4585	Professional Fees	£ 11,795	£ 14,112	£ 14,000	£ 14,000	£ 9,806	£ 10,000	£ -
4587	Prof Advice - Staffing	£ -	£ 1,290	£ 2,000	£ 2,000	£ 7,763	£ 5,000	£ -
4589	Staffing Review	£ -	£ -	£ 5,000	£ 5,000	£ -	£ -	£ -
4600	Events-Civic Service	£ 416	£ 428	£ 600	£ 600	£ 508	£ 600	£ -
4601	Events-Remembrance Parade	£ 2,533	£ 1,353	£ 2,000	£ 2,000	£ 1,062	£ 2,500	£ -
4610	Events-Special Events	£ 41	£ 4	£ -	£ -	£ -	£ -	£ -
4630	Events-Christmas Tree Concert	£ 40	£ -	£ 200	£ 200	£ 55	£ 200	£ -
4640	Election Costs	£ -	£ -	£ -	£ -	£ 768	£ -	£ 500
4650	Parish Plan Actions	£ -	£ -	£ 500	£ 500	£ -	£ 500	£ -
4720	Section 137 Spend	£ -	£ -	£ 500	£ 500	£ -	£ 500	£ -
4800	Grant Aid	£ -	£ -	£ 500	£ 500	£ -	£ 500	£ -
4805	Community Support	£ -	£ -	£ 500	£ 500	£ -	£ 500	£ -
4810	Youth Parish Council	£ -	£ 62	£ -	£ -	£ 74	£ 500	£ -
4899	Miscellaneous	£ 187	£ 93	£ -	£ -	£ -	£ -	£ -
4940	Capital Projects	£ 808	£ -	£ -	£ -	£ -	£ 1,000	£ -
4999	Contingency	£ 60,000	£ -	£ 14,592	£ 14,592	£ 11,444	£ 10,000	£ -
	Overhead Expenditure	£ 190,949	£ 110,273	£ 142,342	£ 142,342	£ 102,323	£ 132,000	£ 500
	Net income over expenditure	£ 110,727	£ 231,891	£ 187,187	£ 187,187	£ 227,646	£ 204,220	-£ 500
6001	less transfer to EMR	£ -	£ -	£ -	£ -	£ 250	£ -	£ -
	Movement to/(from) Gen Res	£ 110,727	£ 231,891	£ 187,187	£ 187,187	£ 227,396	£ 204,220	
	Total Budget Income	£ 417,945	£ 421,917	£ 419,192	£ 419,192	£ 393,492	£ 440,913	£ -
	Expenditure	£ 426,934	£ 358,825	£ 419,192	£ 419,192	£ 324,968	£ 487,680	£ 34,000
	Net income over expenditure	-£ 8,989	£ 63,093	£ -	£ -	£ 68,524	-£ 46,767	-£ 34,000
	less transfer to EMR	£ -	£ -	£ -	£ -	£ 250	£ -	£ -
	Movement to/(from) Gen Res	(8,989)	£ 63,093	£ -	£ -	£ 68,274	(46,767)	

Note 9

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Notes to support the budget proposal:	
Note 1	When discussing the budget on 22/01/2020 members suggested a wages bill of £70,000, however as you can see the updated year-to-date figure, to the end of the third quarter, figure now shows a higher figure than previously, hence raising next year's figure to £75,000
Note 2	Same principle as for Note 1; revised YTD figure would suggest a higher figure for next year.
Note 3	The PRS licence for 2020 is just under £4,000; the proposal had been to raise this figure to £5,000, but more likely to be no more than £4,500
Note 4	For Arden Hall capital projects, the council propose to spend £32,500 during the year and put £30,000 into an ear marked reserve: this is to support the asbestos removal works and ongoing related issues.
Note 5	The proposed bar sales are a conservative estimate. Use of the hall may fall off during the asbestos work and although this is scheduled to finish by end March (and before start of this financial year), the council should be prepared for complications and reduced sales.
Note 6	As for note 5 with regard to bar purchases.
Note 7	The revised YTD figures show there is a figure in this cost centre for the Bar (NI and pension costs); the proposed budget now therefore takes this into account.
Note 8	Note 8 refers to both precept figure and the 'Mitigation Grant'. The grant fund was from central government to lessen the impact of the changes to the benefits system and has now ceased. The precept figure is an increase on last year's figure by 3%.
Note 9	The council is required to produce a balanced budget. The difference between proposed income and proposed expenditure above shows a shortfall of £46,767. With 3 months to go in this financial year it is likely that the current 'surplus' of £68,524 will be spent by 31/03/2020. The recommended amount to keep in General Reserve is between 3 months and 12 months of precept, ie on a precept of £335,270 this will be between £83,817.50 and £335,270. The council's current funds are shown below. The Precept and Hall Income may not be the only sources of income - there may be funding available via grant-giving bodies that could be accessed by the council. Additionally the council is proposing to review the hall hire fees and to spend more on promotion this year, which may raise more income.

Current year fund	£	91,803	
General Fund	£	148,614	Some of this could be used to make up the shortfall but should not drop below £84,000
EMR - OS / Pav R&R	£	15,000	
EMR - Tree maintenance	£	20,000	It is likely this will be used this year - please refer to most recent tree inspection report
EMR - Capital Receipts Reserve	£	22,280	At the meeting on 22/01/2020 members agreed to use this to pay for the asbestos removal works
EMR - Playgrounds	£	6,093	There is a wish to re-surface the play area; this will be used to part fund the work.
EMR - Youth Council VG	£	250	
EMR - IT works	£	10,000	Provision is being made in the budget for ongoing IT works; it is likely this figure will not be required and the amount can be vired, subject to council approval.