

Portreath Parish Council Budget and Precept Recommendation for the year 2023/24



Background

This document looks at the actual spend in the year 21/22, the budget and predicted spend for the year 22/23. Also included are the figures for the predicted income for the year 2023/24, including a recommendation for setting the budget and precept for the year 2023/24.

Budget Breakdown

Toilets: There was no planned maintenance for 22/23, however there was significant reactive maintenance undertaken. High use of the toilets is a factor in this and should be considered for the year 2023/23. The increase in cost of electricity should also be considered as well as the rise in RPI in line with contracts for managing the facilities. We are aware the current contractor feels the contract does not cover their contractors' costs. A significant increase in this is to be expected *Recommendation £29,000.00.*

Parish Maintenance: Amended to include Footpaths and WAAF site. The rise in RPI in line with the contracts for maintenance and litter picking should be considered, risk assessment actions should also be included in this budget. *Recommendation £10600.00*

Administration: Consideration should be made for the general rise in costs. Thought should also be given to the lifespan of the Clerks printer; purchased in 2018 councillors should bear in mind that the general lifespan for such equipment is 3 years. The meeting venue now used is chargeable. The Finance & Staffing committee approved an increase in line with national guidance to the clerks working from home allowance. The cost of a contract sim for the parish mobile phone has also been budgeted for. *Recommendation £ 6600.00*

Staffing: Staffing costs will increase in line with the contracts of the paid staff and in line with the NJC salary scale agreement. *Recommendation £22,500.00*

Community Engagement and Events: £1000 for the Remembrance Service. £1000 for Kings Coronation, £500 for other events. £2000.00 Youth Engagement, £1000 Warm Spaces *Recommendation £5500.00*

Section 137: £550 for donations. £750.00 allocation to for the Remembrance Service. £1000 allocation for small grants. There have been no requests for large grants for the year 23/24. A significant effort should be made to promote the grant funding available from this council for community groups and organisations. *Recommendation £2300.00 plus an additional (£2000 Emergency Grants Reserve)*

Projects:

For consideration:

- Former Toilets
- Risk Assessments
- Signage
- IT Support
- Love Portreath CAN
- Youth Engagement
- Warm Spaces

Recommendation:

- £2000 allocation to Former Toilets. It is anticipated grant funding would be sourced or the money from the sale of the WAAF Site will be used for the full project to build a parish office
- £500 for risk assessments – actions
- £500 for signage
- £3000 to support Love Portreath CAN (£2500.00 to be held as a reserve)

Total Recommended Budget for Projects: £ 3500.00

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Contingency: Reserve funds up to 20/21 were referred to as contingency fund. These were not earmarked and previously totalled approximately 23% of the precept.

Reserves:

Consideration should be given to allocation ear marked reserves in the following areas:

- **Election** – to cover expenditure should an election be required: £3000.00
- **Emergency Grants** – To cover emergency applications: £2000.00
- **Staffing** - to cover contractual obligations should staff be absent from work due to sickness and employment of additional support staff where required: £5000.00
- **Future Projects** – Building reserves for future projects: £10,000.00
- **Operational reserve**, minimum of 3 months running costs of the council up to 12 months for a small council (minimum of 25% of budget before including reserves) as recommended by the good Councillors Guide to Finance and Transparency. *Recommendation: £25,000.00*

Area	20/21 Actual Spend	21/22 Actual Spend	22/23 Budget	22/23 Predicted Expenditure	Recommended Budget 23/24
Toilets	£ 25,706.00	£ 22,782.00	£ 28,000.00	£ 25,893.00	£ 29,000.00
Parish Maintenance	£ 5,934.00	£ 10,099.00	£ 8,000.00	£ 7,600.00	£ 10,600.00
Admin	£ 19,423.00	£ 5,690.00	£ 5,500.00	£ 5,004.00	£ 6,600.00
Staffing		£ 16,887.00	£ 19,000.00	£ 20,178.00	£ 22,500.00
Community Engagement			£ 2,000.00	£ 1,139.00	£ 5,500.00
Public Lighting	£ 3,976.00				
Footpaths	£ 60.00	£ 60.00	£ 200.00	£ 60.00	
WAAF Site	£ 90.00	£ 371.00	£ 1,500.00	£ 220.00	
S 137	£ 1,010.00	£ 1,184.00	£ 2,000.00	£ 1,500.00	£ 2,300.00
Projects	£ 17,113.00	£ 2,355.00	£ 16,032.00	£ 15,000.00	£ 3,500.00
Contingency misc. expenditure	£ 5,451.00	£ 43.00			
Total	£ 78,763.00	£ 59,471.00	£ 82,232.00	£ 76,594.00	£ 80,000.00
Reserves					
Election			£ 3,000.00		£ 3,000.00
Emergency Grant					£ 2,000.00
Staffing			£ 2,200.00		£ 5,000.00
Operational Reserve			£ 23,000.00		£ 25,000.00
Future Projects Fund inc. CAN			£ 5,000.00		£ 10,000.00
			£ 115,432.00		£ 125,000.00

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Budget Recommendation

It is recommended that for this Council to continue to run and enable the projects planned to be delivered a budget of £125,000.00 would be required.

Balance Carried Forward

It is anticipated that the balance of the accounts carried into the year 22/23 based on the predicted spend outlined above will be £ 45,000.00

Predicted Income

There is no confirmed figure for the CTS grant to date
Any donations received in the past must not be relied upon being replicated in the current financial climate.

Precept Increase Considerations:

The below chart gives an indication of the effect the increase will have on the average council taxpayer. The Council tax base has increased since setting of the 22/23 budget meaning there are more (Band D equivalent) council tax paying properties in the parish, sharing the cost of the precept.

	comparison of potential precept amounts for 23/24									
	19/20	20/21	21/22	22/23	23/24	23/24	23/24	23/24	23/24	
Precept	£49,200.00	£50,000.00	£65,000.00	73,093.00	£73,093.00	£75,000.00	£80,000.00	£85,000.00	£90,000.00	
Over all Increase on previous year	2.50%	1.60%	30.00%	12.45%	0.00%	2.61%	9.45%	16.29%	23.13%	
No of Band D equivalent Properties *	614.25	623.92	595.35	599.7	606.44	606.44	606.44	606.44	606.44	*Based on 99.1% Collection Rate
Precept per annum	£80.10	£80.14	£109.18	£121.88	£120.53	£123.67	£131.92	£140.16	£148.41	* per Band D Property
Precept per month	£6.67	£6.68	£9.10	£10.16	£10.04	£10.31	£10.93	£11.68	£12.36	* per Band D Property
Precept per week	£1.54	£1.54	£2.10	£2.34	£2.32	£2.38	£2.54	£2.71	£2.85	* per Band D Property
% Increase	0.56%	0.05%	36.24%	11.42%	-1.11%	1.47%	8.23%	15.00%	21.76%	* per Band D Property

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Precept Recommendations:

In order to meet the requirements of the proposed budget detailed earlier in this report it is recommended that this council raises the Precept to £80,000.00 a total increase of 9.45%.

Income	Amount
Forecast Existing funds	45,000.00
Precept	80,000.00
Grants	
CTS Grants	
Others	
Total	125,000.00

Approved by Full Council on 5th December 2022

Minute Ref: 3369