

Portreath Parish Council Budget and Precept Recommendation for the year 2024/25

Background

This document looks at the actual spend in the year 22/23, the budget and predicted spend for the year 23/24. Also included are the figures for the predicted income for the year 2024/25, including a recommendation for setting the budget and precept for the year 2024/25.

Budget Breakdown

Toilets:

There has been significant maintenance required for the public toilets in 23/24. The cost of managing the toilets has increased on the budget due to an error with the tender for the year. Money should be set in the 24/25 budget for repairing the individual cubicles. **Recommendation £35950.00.**

Parish Maintenance: Now includes the Footpaths and WAAF site. The rise in RPI in line with the contracts for maintenance and litter picking should be considered, along with risk assessment actions. Maintenance & running expenses of the new office and community hub for the period Jan – Mar 25 should be included in this budget. **Recommendation £11400.00**

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. Additional budget should be allocated for an accounting package, the Clerk to attend the annual SLCC conference, Microsoft subscription, hosting of the NDP website, and business rates for the former toilets/new office community hub. **Recommendation £ 9518.00**

Staffing: Staffing costs will increase in line with the contracts of the paid staff and in line with the NJC salary scale agreement. Allocation should also be made for employing an assistant to the clerk Jan – Mar 24. **Recommendation £27190.00**

Community Engagement and Events: £1100 for the Remembrance Service, £550 for other events. £2200.00 Youth Engagement, £1100 Warm Spaces
Recommendation £4950.00

Section 137: £500 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 24/25. A significant effort should be made to promote the grant funding available from this council for community groups and organisations. **Recommendation £2530.00 plus an additional (£2000 Emergency Grants Reserve)**

Projects:

For consideration:

- Risk Assessments
- Signage
- IT Support
- Biodiversity Duty

Recommendation:

- £1500 for risk assessments – actions

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- £500 for signage
- £3000 to support Love Portreath CAN (£2500.00 to be held as a reserve)
- Biodiversity Duty

Recommended Budget for Projects: £5500.00

Reserves:

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

- **Election** – to cover expenditure should an election be required: £5461.00
- **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: £6800.00
- **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: £32346.00*

Budget Recommendation

It is recommended that for this Council to continue to run and enable the projects planned to be delivered a budget of £153645.00 would be required.

Balance Carried Forward

It is anticipated that the balance of the accounts carried into the year 23/24 based on the predicted spend outlined above will be £ 64000.00

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.

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Area	20/21 Actual Spend	21/22 Actual Spend	22/23 Actual Spend	23/24 Budget	23/24 Predicted Expenditure	Recommended Budget 24/25
Toilets	£25,706.00	£22,782.00	£22,654.00	£ 29,000.00	£ 31,920.00	£ 35,950.00
Parish Maintenance	£ 5,934.00	£10,099.00	£ 7,796.00	£ 10,600.00	£ 9,455.00	£ 11,400.00
Admin	£19,423.00	£ 5,690.00	£ 4,778.00	£ 6,600.00	£ 5,586.00	£ 9,518.00
Staffing		£16,887.00	£20,344.00	£ 22,500.48	£ 22,741.56	£ 27,190.00
Community Engagement				£ 5,500.00	£ 5,322.00	£ 4,950.00
Public Lighting	£ 3,976.00					
Footpaths	£ 60.00	£ 60.00				
WAAF Site	£ 90.00	£ 371.00				
S 137	£ 1,010.00	£ 1,184.00	£ 1,409.00	£ 2,300.00	£ 2,300.00	£ 2,530.00
Projects	£17,113.00	£ 2,355.00	£ 9,468.00	£ 3,500.00	£ 7,250.00	£ 5,500.00
Contingency	£ 5,451.00	£ 43.00	£ 295.00			
misc. expenditure						
Total	£78,763.00	£59,471.00		£ 80,000.48	£ 84,574.56	£ 97,038.00
Reserves						
Election				£ 3,000.00		£ 5,461.00
Emergency Grant				£ 2,000.00		£ 2,000.00
Staffing				£ 5,000.00		£ 6,800.00
Operational Reserve				£ 25,000.00		£ 32,346.00
Future Projects Fund inc CAN				£ 10,000.00		£ 10,000.00
CIL						£ 3,313.00
				£125,000.48		£ 153,645.00

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	19/20	20/21	21/22	22/23	23/24	24/25	comparison of potential precept amounts for 24/25					
	19/20	20/21	21/22	22/23	23/24	24/25	24/25	24/25	24/25	24/25	24/25	
Precept	£49,200.00	£50,000.00	£65,000.00	73,093.00	80,000.00	£80,000.00	£85,000.00	£89,645.00	£90,000.00	£95,000.00	£100,000.00	
Over all Increase on previous year	2.50%	1.60%	30.00%	12.45%	9.45%	0.00%	6.25%	12.06%	12.50%	18.75%	25.00%	
No of Band D equivalent Properties *	614.3	623.9	595.4	599.7	606.4	606.4	606.4	606.4	606.4	606.4	606.44	*Based on 99.1% Collection Rate
Precept per annum	£80.10	£80.14	£109.18	£121.88	£131.92	£131.92	£140.17	£147.82	£148.41	£156.65	£164.90	* per Band D Property
Precept per month	£6.67	£6.68	£9.10	£10.16	£10.93	£10.93	£11.68	£12.32	£12.38	£13.05	£13.74	* per Band D Property
Precept per week	£1.54	£1.54	£2.10	£2.34	£2.54	£2.54	£2.69	£2.84	£2.85	£3.01	£3.17	* per Band D Property
% Increase	0.56%	0.05%	36.24%	11.42%	8.23%	0.00%	5.90%	11.81%	12.20%	18.50%	24.80%	* 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 £89645.00 a total increase of 12.06%.

Income	Amount
Forecast Existing funds	64,000.00
Precept	89,645.00
Grants	
CTS Grants	
Others	0
Total	153,645.00