

Cottenham Parish Council
Summary of Final Budget for 2013-2014
Version 4 prepared 15th January 2013

Income

Rec & Green Hire	4,570.00
Village Hall Income	27,071.00
Misc Income	3,745.00
Precept	187,122.00
Grant from SCDC	9,078.00
	<u>231,586.00</u>

Expenditure

Administration Costs	61,570.00
Utilities	13,000.00
Vehicles	3,600.00
Rec Ground	20,000.00
Insurance	6,000.00
Legal & Professional Fees	5,800.00
Audit Fees	1,500.00
Training Costs	2,500.00
Bank charges	150.00
Cost of borrowing	42,116.00
Village Maintenance	23,250.00
Traffic Safety Projects	30,000.00
Youth Provision	9,500.00
Christmas Carol Concert	1,000.00
Election Accrual	1,000.00
Donations & Grants	10,600.00
	<u>231,586.00</u>

Cottenham Parish Council

Final budget 2013-2014 Version 4 prepared 15th January 2013

Income	Nominal	Budget		
			Apr 13- Mar 14	
Precept	4000		187,122.00	Precept
Reduction in precept request for SCDC Grant			9,078.00	Precept
Cricket Club	4001		850.00	Rec & Green
CUFC/Colts	4003		2,500.00	Rec & Green
Bowls Club	4006		20.00	Rec & Green
Ladybirds Rent	4002		6,220.00	VH
CUSSC Rent	4005		7,500.00	VH
After School Club	4007		8,650.00	VH
Cottenham Day Centre	4008		2,701.00	VH
Casual renters of Village Hall	4009		700.00	VH
Aerobics Instructor (Jane Williams)	4010		1,300.00	VH
Hire of Green	4004		600.00	Rec & Green
Recouped Utility costs	4011		1,300.00	Misc
Rec Ground Hire	4014		600.00	Rec & Green
Misc Income (Town Ground Rent)	4900		245.00	Misc
Church & Causeway	4013		2,000.00	Misc
Bank interest received	4012		200.00	Misc
S106 Income	4901			
Total Income			231,586.00	

Expenses	Nominal	Budget		
		Apr 13- Mar 14		
Members expenses	6900	250.00		Admin
Clerks expenses	6901	250.00		Admin
Gross Wages Inc ER's NI	7000	58,000.00		Admin
Office Rent	7100	520.00		Admin
Room Hire	7101	100.00		Admin
Water Bills (Rec & Green)	7102	2,500.00		Utilities
Business Rates	7103	-		
Insurance Premiums Premises & Liability	8204	6,000.00		Insurance
Electricity Bills (Rec & Green)	7200	8,000.00		Utilities
Oil for Rec Ground	7203	2,500.00		Utilities
Fuel for rec vehicles	7300	800.00		Vehicles
Vehicle Servicing	7301	750.00		Vehicles
Insurance Premiums - vehicles	7303	750.00		Vehicles
Red Diesel for Rec Ground	7305	800.00		Vehicles
Groundsmans Mileage costs	7401	500.00		Vehicles
Postage	7501	300.00		Admin
Telephone	7502	350.00		Admin
Website maintenance	7503	1,000.00		Admin
Office stationery	7504	300.00		Admin
Computer hardware & software	7505	-		
Misc Admin costs	7506	500.00		Admin
Legal, Professional & Consultancy Fees	7600	5,000.00		Legal
Audit Fees	7603	1,500.00		Audit
Repairs & Renewals	7800	-		
Subscriptions/membership fees	8201	800.00		Legal
Training costs	8203	2,500.00		Training
Bank Charges	7901	150.00		Bank
Loan Capital repayments	7903	3,058.00		Cost of borrowing
Loan Interest paid	7904	3,058.00		Cost of borrowing
Rec Ground Amenity Loan		36,000.00		Cost of borrowing
Credit/surcharges	7905			
Subtotal		136,236.00		

Nominal

Village Maintenance	Nominal	Budget	
Footway lighting	7202	1,500.00	Village Main
Fen Reeves Woodland	7400	500.00	Village Main
Memorial/Open spaces/Litter Bins	7402	1,000.00	Village Main
Tree works	7410	5,000.00	Village Main
Crowlands Manor Site maintenance	7411	4,000.00	Village Main
Bus Shelters	7415	250.00	Village Main
Youth Provision	7412	9,500.00	Youth
Traffic Safety Projects	5002	30,000.00	Traffic Safety
Bench	5002	-	
Ditches	5002	5,000.00	Village Main
Localism	5002	6,000.00	Village Main
Library		-	
Signs for village amenities			
Subtotal		62,750.00	

	Nominal	Budget	
		Apr 13- Mar 14	
Rec Ground and Buildings			
Play Area	7403	1000	Rec Ground
Skate Park		0	
Village Hall Building Maintenance costs	7404	3500	Rec Ground
Rec Ground General costs	7405	8000	Rec Ground
Village Hall Running Costs	7413	7000	Rec Ground
Old Rec Ground Broad Lane	7416	500	Rec Ground
New Capital equipment for the Rec	5010	0	
Changing Room Project	5000	0	
Village Hall Refurb		0	
Subtotal		20,000.00	

	Nominal	Budget	
		Apr 13- Mar 14	
Events			
Xmas Concert Costs	8202	1000	Christ
Elections	5003	1000	Election
Subtotal		2,000.00	

	Nominal	Budget	
		Apr 13- Mar 14	
Donations & S137 Expenditure			
Donations/Grants (other than S137) To include Day Centre	8200	1,250.00	
S137 - Mobile Warden	8205	1,500.00	
S137 - Roller Hockey Club	8207	500.00	
S137 - CAB	8208	-	
S137 - Cottenham Bowls Club	8209	-	
S137 - Area Victim support	8210	250.00	
Goode Bequest		1,000.00	
Dissenters Cemetery	8211	1,000.00	
S137 - Cottenham Day Centre	8212		
S137 Rugby	8214	1,000.00	
S137 - Summer Reading Challenge	8215	100.00	
S137 - Fen Edge Family Festival	8216	2,000.00	
S137 - Scouts	8214		
Community Centre	8214	2,000.00	
Over Day Centre	8214	-	
Ladybirds	8214		
Bobby Scheme		-	
Jubilee Celebrations			
Subtotal		10,600.00	

	Budget	
	Apr 13- Mar 14	
Total Expenditure	231,586.00	
Total Income	231,586.00	
Difference between income and expenditure	-	

Income

Rec and Green Hire – this includes income from Sports Clubs and organisations that use the Recreation ground and the building, in addition we have other parties such as the fair and the circus who hire the village green.

Village Hall Income – Part of the building is leased to Ladybirds, who pay us rent, we also receive income from a number of groups in the village including the Day Centre, the after school club, the Sports & Social Club and aerobics instructors and the hall is rented out to casual users for events. Part of the increase in precept is intended to refurbish this asset as it is an old building and it is starting to need some substantial repairs to bring it up to the standards needed.

Misc Income – We are able to recoup some of our utility costs at the rec and on the green from users, we receive a donation from the Church and Causeways charity on an annual basis and this is paid out again to the Goode Bequest and the Dissenters Cemetery, which appears in our expenses, so the income and expenditure do cancel each other out. We also receive rent on a piece of our land and any bank interest we receive is included here.

Precept - As you will see from the expenditure portion of the budget, we are responsible for a large number of areas and council owned assets and land, all of which we need to maintain in line with statutory legislation and health and safety rules. The cost of some of these areas can be very high. All other income to meet these responsibilities and to deliver much needed services to the parishioners needs to be raised via our portion of your council tax bill.

Expenditure

Administration – this covers the cost of running the council, including salaries, website, stationery, phone and our office.

Utilities – We pay for electricity on the rec, in the buildings and on the green. In addition, we have water bills and oil for heating the building.

Vehicles – We have mowers and a tractor for use by our grounds man to carry out his role of maintaining all parish council land in the village, all of which require insurance, servicing and fuel.

Recreation Ground – All areas of the rec ground including the sports pitches, play area, skate park, fencing and hedging is our responsibility.

Insurance – This covers all aspects of the Council from Buildings to Public liability.

Legal & Professional Fees – This covers the cost of representation at any public enquiry that the council will need to attend, particularly any controversial planning applications etc. In addition architects fees, planning fees, general legal advice would be included here

Audit Fees – We are required by law to have both an annual internal audit by an independent Auditor as well as submit our yearly accounts to our external auditors. Fees for these audits are stipulated by the government.

Training Fees – This is to ensure that new councillors can attend proper training courses in order to familiarise themselves with the huge amount of legislation that they are required to understand and follow. In addition the Clerk, RFO and grounds man are required to ensure that all relevant training is kept up to date.

Cost of Borrowing – We have a current loan in place which was taken out to extend our existing building to accommodate Ladybirds pre-school. The cost of this loan is recouped by their rent of £6220. The additional £36,000 per annum borrowing is part of the proposed budget for 2013-14 is for a PWLB loan of £400k taken over 15 years and is intended to ensure we do not have cash flow problems while trying to deliver the projects that have been requested of us by parishioners – these being in the main – improved changing rooms, upgraded play area and skate park and the essential refurbishment that the current building requires over the next few years. Interest rates are currently very low and central government is planning to restrict funds right down to the parish level in the foreseeable future. We wish to ensure that we can deliver the capital projects mentioned above, before we are put in a position where we cannot raise any funds to do so, thereby allowing the assets of the village to decline.

Village Maintenance – In addition to the Recreation ground, we are responsible for large portions of land in the village, including the Village Green, the Pond, the old rec ground on Broad Lane, litter bins, footway lighting, Fen Reeves Woodland, The Pound car park, the War Memorial and it's surrounds, Tree works on hundreds of trees that are owned by the Parish, Crowlands Manor, which is a heritage site, bus shelters, ditches and in addition the localism bill is foreseen to pass down yet more responsibilities from higher tier councils to the Parish

Traffic Safety Projects – Although Highways/roads are the responsibility of the Cambridgeshire County Council, we as a Parish Council are approached all the time by villagers who would like to see the traffic slowed down and made safer at a number of points in the village. County repeatedly state that they have no funds and will not consider carrying out work unless parish councils are willing to contribute at least 10% to the cost of any project. We have received a 'price list' from them and the costs are staggering. We would like to take a more proactive approach to this by including £30k in our budget to try and provide some of the traffic calming measures that our parishioners are asking for.

Youth Provision – We regularly contribute to the costs of running our much valued Youth Club and also help to provide visits from the Connexions Bus in the summer. We already have a small element of anti-social behaviour in the village and both of these projects have worked well with the youth of the village in past years to try and discourage this.

Christmas Carol Concert – This is a yearly event that is funded by the Parish Council and much enjoyed by many villagers.

Elections – We are required to build up funds for a possible election every 4 years as we are charged around £4k by SCDC to run an election and even if it uncontested (if there are not enough candidates running) we do still incur costs.

Donations & Grants – Under S137 powers we have the ability to support groups and charities within our village that request help from us.