

P&F Committee - P & F Precept Budget 2021-22
Saltash Town Council
As at 20th November 2020

Account	Actual Received/ Spend 2019/20	EMF Balances B/F 2019/20	To/From Reserves & Budget Virements 2020/21	Budget 2020/21	Actual Received/Spend YTD 2020/21	Actual Funds To Receive/ Available to Date 2020/21	Estimated Y/E Income/Spend 2020/21	Notes for Precept 2021/22	Budget 2021/22	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
Operating Income													
P&F Income													
4901 PR Bank Interest Received	8,518	0	0	4,000	2,599	1,401	5,198		4,024	4,048	4,072	4,097	4,121
4908 PR Misc Income	1,422	0	0	0	0	0	0		0	0	0	0	0
Total P&F Income	9,940	0	0	4,000	2,599	1,401	5,198		4,024	4,048	4,072	4,097	4,121
Total Operating Income	9,940	0	0	4,000	2,599	1,401	5,198		4,024	4,048	4,072	4,097	4,121
Operating Expenditure													
P&F Expenditure													
6200 PR Bank Charges (6200)	763	0	0	1,075	512	563	1,075	Fixed Cost	1,081	1,088	1,094	1,101	1,108
6201 PR Audit (6201)	3,290	0	0	3,346	(500)	3,846	3,846	Fixed Cost	3,366	3,386	3,407	3,427	3,448
6202 PR Civic Occasions (including Road Closures) (6202)	1,138	0	0	4,817	1,180	3,637	2,360	Reduced	2,500	2,515	2,530	2,545	2,561
6203 PR Mayors' Allowance	4,715	0	0	4,809	2,805	2,004	4,809		4,838	4,867	4,896	4,925	4,955
6204 PR Councillors' Allowance	2,508	0	0	3,414	0	3,414	3,414		3,434	3,455	3,476	3,497	3,518
6205 PR Insurance	16,614	0	0	26,138	15,888	10,250	16,614	Reduced, FC	22,000	22,132	22,265	22,398	22,533
6206 PR Youth Council (6206)	3,000	0	0	3,000	0	3,000	3,000		3,000	3,000	3,000	3,000	3,000
6208 PR Subscriptions (6208)	3,523	0	0	3,660	4,061	(401)	4,000	£7,500 to be added for Civica	11,500	11,569	11,638	11,708	11,778
6210 PR Community Chest (6210)	3,630	0	0	10,000	4,600	5,400	10,000		10,000	10,000	10,000	10,000	10,000
6211 PR Website Maintenance (6211)	303	0	0	567	453	115	567		570	574	577	581	584
6213 PR Councillor Training & Expenses (6213)	2,593	0	0	2,659	735	1,924	2,659		2,675	2,691	2,707	2,723	2,740
6214 PR Health & Safety (6214)	3,355	0	0	5,610	3,584	2,026	5,610		5,644	5,678	5,712	5,746	5,780
6215 PR Annual Report	0	0	0	450	0	450	0		450	453	455	458	461
6216 PR Miscellaneous	25	0	0	107	0	107	0		100	101	101	102	102
6217 PR Data Protection (6217)	55	0	0	1,000	55	945	55		100	101	101	102	102
6219 PR Covid 19 H&S Materials & Equipment	0	0	10,000	0	9,827	173	10,000		2,500	2,515	2,530	2,545	2,561
6220 PR Festival Fund & Event Expenditure	1,300	0	0	15,000	0	15,000	0	To vire to next year	0	15,000	15,090	15,181	15,272
6221 PR Town Messenger (6221)	3,880	0	0	4,282	2,604	1,678	4,282	Fixed Cost	4,308	4,334	4,360	4,386	4,412
6222 PR Commissioning Youth Work (6222)	40,000	0	0	40,000	13,333	26,667	40,000		40,000	40,000	40,000	40,000	40,000
6224 PR Professional Costs	1,010	0	0	4,705	869	3,837	869		2,000	2,012	2,024	2,036	2,048
6225 PR Neighbourhood Plan	0	0	0	5,000	845	4,155	1,000		5,030	5,060	5,091	5,121	5,152
6226 PR Town Vision Sub Committee	0	0	0	10,000	0	10,000	10,000	To vire to next year	0	10,000	10,060	10,120	10,181
6502 SE Civic Christmas Event	0	0	0	523	0	523	0		526	529	532	536	539
6513 SE Twinning	0	0	0	115	0	115	0		116	116	117	118	118
6514 SE Town Leaflets/ Reprinting	0	0	0	523	0	523	0		526	529	532	536	539
6516 SE Road Safety Grant	0	0	0	209	0	209	0		210	212	213	214	215
P&F IT/Office Costs	27,877	0	0	29,923	14,992	14,931	29,923	Plus £750 for Proposed new Finance Software	30,853	31,038	31,224	31,411	31,600
6417 GH Belle Vue Office Costs	6,094	0	0	10,000	3,444	6,556	4,500		0	0	0	0	0
Total P&F Expenditure	125,673	0	10,000	190,932	79,286	121,646	158,583		157,327	182,953	183,733	184,517	185,307
P&F Staffing Expenditure													
6652 ST Employers Pension - Monthly Fee	5,300	0	0	5,300	3,094	2,206	5,300		5,300	5,300	5,332	5,364	5,396
6659 ST Town Sergeant & Mace Bearer Fees	786	0	0	768	0	768	200		773	777	782	787	791
6661 ST Finance Consultancy Fees	7,438	0	0	6,014	0	6,014	0		3,000	3,018	3,036	3,054	3,073
P&F Staffing Expenses	1,563	0	0	2,340	503	1,837	1,006		2,354	2,368	2,382	2,397	2,411
6656 ST P&R Staff Training	2,911	0	0	4,000	(38)	4,038	2,000		4,024	4,048	4,072	4,097	4,121
P&F Staffing Costs	235,098	0	12,251	279,298	159,810	131,739	291,549		338,987	349,157	359,632	370,421	381,533
Total P&F Staffing Expenditure	253,096	0	12,251	297,720	163,369	146,602	300,055		354,438	364,668	375,236	386,119	397,326
Total Operating Expenditure	378,770	0	22,251	488,652	242,655	268,248	458,638		511,765	547,622	558,969	570,636	582,632
P&F Operating Expenditure	378,770	0	22,251	488,652	242,655	268,248	458,638		511,765	547,622	558,969	570,636	582,632
Total P&F Operating Surplus/ (Deficit)	(368,830)	0	(22,251)	(484,652)	(240,056)	(266,847)	(453,441)	0	(507,741)	(543,574)	(554,897)	(566,539)	(578,511)

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1. EMF Expenditure													
6270 PR EMF Crime Reduction	0	36,950	0	0	0	36,950		To be C/f	0	0	0	0	0
6271 PR EMF Election	190	19,760	0	10,000	0	29,760		To be C/f	0	0	0	0	0
6272 PR EMF Robes & Civic Regalia	76	2,000	0	0	0	2,000		To be C/f	0	0	0	0	0
6273 PR EMF Legal Fees	951	4,754	0	2,844	0	7,598		To be cl/f	0	0	0	0	0

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6274 PR EMF Internet Redevelopment	0	2,025	0	7,500	0	9,525	9,525		2,000	0	0	0	0
6275 PR EMF Neighbourhood Plan	6,543	2,687	0	0	915	1,772			0	0	0	0	0
6370 PO EMF Computer Equipment Renewal	0	7,046	0	0	0	7,046		To be c/f: To check to see what happens to c	0	0	0	0	0
6694 ST PR EMF Staff Contingency (P&R)	7,261	3,818	(12,251)	26,250	13,117	4,700	13,117		15,000	0	0	0	0
Total EMF Expenditure	15,021	79,040	(12,251)	46,594	14,032	99,351	22,642		17,000	0	0	0	0
Total P&F Budget Surplus/Deficit	(383,852)	(79,040)	(10,000)	(531,246)	(254,089)	(366,197)	(476,083)		(524,741)	(543,574)	(554,897)	(566,539)	(578,511)

Notes

Inflationary rate used for fixed costs is CPI 0.6% June 2020

(6,505)

1% Decrease on budget compared to last year

Recommendations

To vire £15,000 from 20/21 Festival Fund operational budget to an EMF to be used in 21/22

To vire £10,000 from 20/21 Town Vision operational budget to an EMF to be used in 21/22