

REPORT OF THE CLERK

ON

PRECEPT 2021 - 2022

This Parish Council has a statutory power to precept the Local Government electors in Brereton and Ravenhill to finance the activities that flow from the exercise of its discretionary power and subsequent legal obligations.

In accordance with Section 41 of the Local Government Finance Act 1992, as amended, the Parish Council is required to issue its precept by 1st March 2021. The District Council has asked for the information by mid January 2021.

Attached as **Appendix 1** is a draft budget for the 2021/2022 financial year. The schedule also shows estimated expenditure for the current financial year against the approved budget. It should be noted that under the provisions of the Local Government Finance Act 1992 [as amended], a District Council cannot pay anything in excess of the amount requested by way of precept.

To assist Members in determining the level of the precept for 2021/2022, I have also prepared a financial summary of the overall position of the accounts for 2020/2021 and this is attached as **Appendix 2**. Also attached, as **Appendix 3**, is a financial appraisal for the 2021/2022 financial year. The tax base for Brereton and Ravenhill is 1966.87 [in 2020/2021 the figure was 1960.09].

This report recommends that the precept for the 2021/2022 financial year be set at £62,969.00, which would result in a 0.3% decrease in the Band D charge to £32.01. Members are requested to note that the total CIL monies received are £4,108.06. To date, £3,995.00 has been spent on a new bus shelter, leaving £113.06 to be allocated for future projects.

The Parish Council has previously agreed to increase allotment rents from £12.50 to £15.00. However, if payment is received from allotment holders within fourteen days of them receiving notice that it is due, the quarterly rent will remain unchanged at £12.50. Members are invited to consider whether any further increase should be introduced with effect from 1st January 2022, as in accordance with the terms of the Agreement, twelve months notice must be given to allotment holders.

Section 106 of the Act [as amended] has the following effect on parish and town councils:-

If, when a local council is considering budgetary items or its precept, any councillor who is in arrears for more than two months with his council tax payments, must declare that Section 106 applies and not vote on the matter before the council.

RECOMMENDED:-

- [1] That the Parish Council agree a budget for approval for the 2021/2022 financial year.
- [2] That the Parish Council agree the level of its precept for the 2021/2022 financial year.

APPENDIX 1

BRERETON AND RAVENHILL PARISH COUNCIL

PROPOSED BUDGET 2021/2022

| | Budget 2020/2021 £ | Estimated Spending to 01.12.20. £ | Estimated out-turn to 31.03.21. £ | Draft Budget 2021/2022 £ |
|--|-----------------------------------|--|--|---|
| | | | | |

| | | | | |
|---|-----------------------------------|--|--|---|
| <u>PROJECTS</u> | | | | |
| Provision of new and maintenance of Bus Shelters | 0 | 4,794.00 | 4,794.00 | 2,000.00 |
| Grit Bins | 500.00 | 0 | 0 | 500.00 |
| Footpaths | 300.00 | 0 | 0 | 300.00 |
| Notice Boards | 500.00 | 0 | 300.00 | 500.00 |
| Tennis Court Fund | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| Christmas Lights (including timers] | 11,500.00 | 216.09 | 11,500.00 | 14,770.00 |
| Street Cleaning Machine | 500.00 | 0 | 0 | 500.00 |
| Street Cleaning Machine Replacement Fund | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| Allotments | 200.00 | 95.79 | 200.00 | 200.00 |
| Tractor Maintenance, etc. | 200.00 | 0 | 0 | 200.00 |
| Defibrillator | 100.00 | 0 | 0 | 100.00 |
| Mining Memorial | 500.00 | 0 | 0 | 500.00 |
| Oral Mining History | 0 | 0 | 0 | 0 |
| | <u>16,300.00</u> | <u>7,105.88</u> | <u>18,794.00</u> | <u>21,570.00</u> |
| <u>Sub Total</u> | | | | |
| | 11,730.00 | 6,645.89 | 10,119.33 | 11,000.00 |
| <u>PARISH HALL</u> | 1,000.00 | 0 | 1,000.00 | 1,000.00 |
| Revenue Expenditure | 11,000.00 | 2,612.95 | 7,500.00 | 10,000.00 |
| CCTV | 0 | 0 | 0 | 0 |
| Maintenance, including external maintenance and running costs | 500.00 | 0 | 0 | 500.00 |
| Business Rates | 2,000.00 | 0 | 2,000.00 | 2,000.00 |
| Energy Management Initiatives | | | | |
| Refurbishment of contents | <u>26,230.00</u> | <u>9,258.84</u> | <u>20,619.33</u> | <u>24,500.00</u> |
| <u>Sub Total</u> | | | | |
| | | | | |
| | Budget 2020/2021 £ | Estimated Spending to 01.12.20. £ | Estimated out-turn to 31.03.21. £ | Draft Budget 2021/2022 £ |

| | | | | |
|---|-----------------|-----------------|-----------------|-----------------|
| <u>GRANTS AND DONATIONS</u> | | | | |
| Miscellaneous Grants/Donations | 100.00 | 0 | 100.00 | 100.00 |
| <u>Sub Total</u> | <u>100.00</u> | <u>0</u> | <u>100.00</u> | <u>100.00</u> |
| <u>OTHER INITIATIVES</u> | | | | |
| Civic Service | 500.00 | 0 | 0 | 500.00 |
| Binding of Parish Council Minutes and disposal of confidential waste - Fund | 0 | 0 | 0 | 200.00 |
| Neighbourhood Development Plan | 400.00 | 0 | 0 | 400.00 |
| Website Management | 350.00 | 300.00 | 300.00 | 350.00 |
| Purchase of Flags | 25.00 | 5.25 | 5.25 | 25.00 |
| <u>Sub Total</u> | <u>1,275.00</u> | <u>305.25</u> | <u>305.25</u> | <u>1,475.00</u> |
| <u>MISCELLANEOUS EXPENDITURE</u> | | | | |
| Wreath | 40.00 | 37.00 | 37.00 | 40.00 |
| Printing | 1,200.00 | 0 | 300.00 | 1,000.00 |
| Advertising | 100.00 | 0 | 100.00 | 100.00 |
| Stationery/Postage | 1,400.00 | 696.81 | 1,100.00 | 1,200.00 |
| <u>Sub Total</u> | <u>2,740.00</u> | <u>733.81</u> | <u>1,537.00</u> | <u>2,340.00</u> |
| Ordnance Survey - Renewal of Licence | 68.00 | 65.70 | 65.70 | 68.00 |
| Insurances | 2,300.00 | 1,850.66 | 1,850.66 | 2,300.00 |
| Audit Fees | 970.00 | 700.00 | 1,050.00 | 1,081.00 |
| Election(s) | 500.00 | 0 | 500.00 | 500.00 |
| Members Training | 100.00 | 0 | 0 | 100.00 |
| <u>Sub Total</u> | <u>3,938.00</u> | <u>2,616.36</u> | <u>3,466.36</u> | <u>4,049.00</u> |

| | Budget 2020/2021 £ | Estimated Spending to 01.12.20. £ | Estimated out-turn to 31.03.21. £ | Draft Budget 2021/2022 £ |
|--|-----------------------------------|--|--|---|
| | | | | |

| | | | | |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| <u>ADMINISTRATION AND GENERAL EXPENDITURE</u> | | | | |
| | 24,574.98 | 16,424.72 | 24,393.71 | 25,003.55 |
| Revenue | 2,140.00 | 1,458.48 | 2,187.72 | 2,242.41 |
| National Insurance - Parish Council | 6,076.11 | 4,204.75 | 6,307.11 | 6,464.78 |
| Superannuation - Parish Council | 47.00 | 47.00 | 47.00 | 47.00 |
| ICSA Membership - Professional Body | 50.00 | 0 | 0 | 50.00 |
| Members Travelling and Subsistence | 380.00 | 380.00 | 380.00 | 390.00 |
| *Chairman's Allowance | <u>33,268.09</u> | <u>22,514.95</u> | <u>33,315.54</u> | <u>34,197.74</u> |
| <u>Sub Total</u> | | | | |
| | <u>83,851.09</u> | <u>42,535.09</u> | <u>78,137.48</u> | <u>88,231.74</u> |
| GRAND TOTAL | | | | |

*For 2020/2021 - donated by the Chairman to local charities/organisations.

FINANCIAL SUMMARY 2020/2021**ESTIMATED INCOME**

| | £ |
|---|-------------------|
| Balance carried forward from 2019/2020 | 82,908.47 |
| Cannock Chase District Council - Business Rates Grant | 10,000.00 |
| Hire fees - Parish Hall [Estimate] | 4,000.00 |
| Precept 2020/2021 | 62,969.00 |
| Interest on Accounts [Estimate] | 50.00 |
| Refund of VAT [Estimate] | 4,925.00 |
| CIL Receipts | 2,015.86 |
| Rent - Allotments | 700.00 |
| Donations [Estimate] | 267.00 |
| HMRC - Refund of Tax | 3,365.04 |
| Brereton Millon - Maintenance payment - bus shelters | 2,000.00 |
| TOTAL | 173,200.37 |

ESTIMATED EXPENDITURE

| | |
|--|-----------|
| Estimated Expenditure 2020/2021 financial Year | 78,137.48 |
| Estimated credit balance as at 31.03.21. | 95,062.89 |

FINANCIAL APPRAISAL 2021/2022

| | £ |
|---|-------------------|
| Recommended precept for 2021/2022 | 62,969.00 |
| Estimated cumulative fund balance at 31.03.21. | 95,062.89 |
| Estimated other income inclusive of refund of VAT and interest on Business Premium Accounts, etc. | 3,500.00 |
| Estimated Income - Hire of Parish Hall | 15,000.00 |
| - Allotments | 700.00 |
| TOTAL | 177,231.89 |
| Estimated expenditure 2021/2022 | 88,231.74 |
| Estimated contingency/working balance at 31.03.22. | 89,000.15 |