

HPC BUDGET - forecast for 2020-21 and APPROVED budget 2021-22

Tax Base set by VVHDC	1826.8	1959.6	figure from VVHDC
Band D Equiv - £ precept	£60.87	£62.63	per Band D equivalent
		2.9%	change per Band D equivalent

2019-20

income	set budget	forecast inc	variance	budget 2021-22	
precept	111,203	111,203		122,722	
Harwellian rent	3,049	1,207	(1,842)	3,049	set until 2022 review date
bowls rent	10	-	(10)	10	set in existing agreement
Tennis rent	10	-	(10)	10	set in existing agreement
Scouts rent	20	-	(20)	20	set in draft lease
Football fees - tournament	624	-	(624)	640	if 8 pitches per day at tour'ment, 40 per pitch
L Pippins rent	1,440	-	(1,440)	1,440	set in existing agreement
OCC grass cutting	1,364	1,364		1,364	OCC to confirm
Cemetery fees	3,000	3,000		3,000	
allotment rent	800	800		800	
H News ads	2,190	-	(2,190)		no fees while online only
misc - wayleave	30	30		30	
bank interest	50	50	-	50	

Other income 123,790 117,654 (6,136) 10,413

Exceptional items

see reserves sheet

total income

133,135

expenditure

	set budget	forecast ex	Variance		
staff salaries	54,853	54,957	(104)	69,632	1% pay rise proposed, new role for 1 staff member
max pension on basic salaries	4,133	4,133		5,271	5% for current staff hours
extra hours	4,000	4,000	-	5,000	in case of sickness absence etc
training - staff & c'llors	3,000	3,000		3,000	
misc - staff Christmas gifts	150	150		150	
donations, represented by					
offset grants/rent	1,430	1,430		1,430	L Pippins
other donations	1,000	1,000		1,000	
subs/memberships	800	880	(80)	900	OALC, SLCC
H News printing	7,000	7,000		3,500	donated not spent 20-21
office - running costs	2,300	3,003	(703)	2,600	incl 1300 rent, £70 PAT, £60 M/S office, £231 a/cs
IT - website, domain renewal	170	270	(100)	930	incl domain renewal, website hosting, Zoom
hall hire	515	515		515	0 if Zoom only
insurance - parish	2,000	909	1,091	1,000	
professional fees - fire check	55	111	(56)	55	staff building only
professional fees - ICO	35	35		35	
professional fees - legal	500	500		500	
professional fees- audits	1,000	1,000		1,000	
new building - services	300	300		700	mv 20-21 to rsvs for new bldg
new building - furnishing etc	400	400			mv 20-21 to rsvs for new bldg
pavilion - water			(100)	200	
pavilion - electric	600	600		210	1/2 of current cost until staff mv out
pavilion - cleaning/mtce	50	50		50	until staff mv out
Play area maintenance	2,000	2,000		4,000	repairs, zipwire service, bark top up 21-22
Play area inspection	250	250		150	may need to move 2 x eqpt 20-21
Play area upgrade	2,000	2,000			bark top up
rec maintenance	500	500		550	
rec - trees work	9,700	9,700		7,278	based on tree survey plus estimated costs
rec - planting	150	150		420	keep this year's 150 in reserves
allotments - maintenance	300	400	(100)	300	water, repairs
general maintenance, PPE	600	900	(300)	900	
cemetery maintenance	710	710		740	bin emptying £455, minor repairs
cemetery tree work	1,550	1,550			based on 2018 tree survey
van maintenance	1,165	1,165		1,200	
tools/spares	350	350		375	hand tools, small repairs etc
machinery - new equipmt		240	(240)	250	
machinery - maintenance	500	500		525	
fuel	1,500	1,500		1,500	
renewals	18,224	18,224		14929	
waste collection				2,340	estimate if VVHDC changes collections
subtotal				133,135	total expenditure
deficit					amount needed from reserves

Exceptional Items - see rsvs 123,790 123,967 (177) 133,135

Notes to income:

During 2020-21, income is lower than budgeted because of the impact of Covid-19 restrictions. HN printing costs to be put aside for community groups. CIL funds, extra to budget, of £3941 were received. Draft budget figures for 2021-22 include grass cutting payment from OCC, & small increase to pitch fees. Football tournament figures based on use of 8 pitches over 2 days. S106 funds expected in 2020-21 are £45,481 for staff building. To be spent by end 2021-22. Possible S106 applications may be made for rec tracks and equipment - see S106 sheet

Notes to expenditure:

During 2020-21, underspend of £515 hall hire & £1,091 insurance to be set against overspends of £104 salaries, £703 office costs, £100 IT costs, £56 fire check, £100 pavilion water, £100 allotments, £300 gen mtce & £240 for new blower. For S106 income/expenditure please see reserves tab. Extra income from grants £4875 was donated directly to Covid-19 support groups.

Draft budget figures for 2021-22 give a rise in salaries of 1% & change of role for 1 staff member, & allows £5,000 for any extra staff work due to sickness etc. Office running costs include rent & Alpha accounts package. IT costs include Zoom. Harwell News income & printing cost will be 0 if HN remains online only. New staff building due to start December; see separate reserves tab. Trees work on rec & in cemetery is estimated based on survey. General maintenance includes PPE, cemetery maintenance is mainly for bin emptying, new machinery to include new leaf vac. Cemetery shed -looking into replacement options as Vale not giving permission for a shed in the cemetery. Renewals is based on the capital depreciation document

NB Precept is calculated using a tax base from the Vale, which is based on the number of homes in the parish. Tax base for 2021-22 is 1959.6. The precept amount is divided by the tax base to give a Band D equivalent amount, payable per Band D property.

Last year the council increased the precept by >15.5% which increased the Band D figure by about 4.1%

Budget options: Staffing & Lands Committees have already recommended budgets for 2021-22. Council can consider options such as omitting waste collection line to reduce precept, and opting to use reserves
The option chosen above increases Band D equivalent by 4.1% to £60.87 & increases precept by >15.5% to give no deficit.

RESERVES	<i>movement in</i>		<i>movement out</i>	balance	<i>movement</i>		Notes
	01-Apr-20	2020-21	2020-21	31-Mar-21	2021-22	31-Mar-22	
Allocated Reserves							
Allot keys	168	20	(5)	183		183	
Bus shelt	3,050		(150)	2,900		2,900	a
youth project	3			3		3	
staff bldg project	45,493			45,493	(38,922)	6,571	b
staff bldg services	700	700		1,400	(1,400)		
rec access & planting	1,950	150		2,100	(2,100)		c
play area mtce	1,000		(1,000)				d
CIL	4,541	3,941	(1,600)	6,882	(4,540)	2,342	e
traffic calming	4,300			4,300	-4300		f
rec spraying	1,000			1,000	(1,000)		g
Orchard Way payment					28000	28,000	h
new van reserve	2,000						
renewals	3,930	18,224		22,154	14929	37,083	i
grants (OCC, SSE)		4,875	(4,875)				J
	68,135	27,910	(7,630)	86,415	(9,333)	77,082	
General Reserves	37,226		(6,313)	30,913		30,913	j
S106 Reserves							
bins	5,088		(522)	4,566		4,566	
GWP admin	11,431		(625)	10,806		10,806	
rec access	3,702			3,702	(3,702)		k
staff building		45,481	(10,000)	35,481	(35,481)		l
perimeter track				35,000	(35,000)		m
pump track				52,600	(52,600)		
Total Reserves	125,582	73,391	(25,010)	259,483	(136,116)	123,367	balance at bank

Notes

- a - assumes no maintenance this year but some maintenance to older shelters next year
- b - assumes building started before end March 2021, finished before March end 2022
- c - assumes rec projects decided next year and funds spent - see also S106
- d - assumes maintenance done by end March 2021
- e - spend by date for CIL 2024,2025
- f - assumes PC will decide on traffic calming measures after April 2021
- g - assumes no treatment needed 2020-21 but moss removal or weed & feed required 2021-22
- h - assumes one-off payment received from Orchard Way development; PC to decide on project for this money
- i - annual amounts based on capital depreciation model for items costing over £500
- J - OCC Priority Fund 1875 & SSE grant 3000 paid to Covid-19 support groups
- j - estimate based on 2020-21 budget projection

k - assumes rec projects agreed next year and final expenditure on S106 project completed

l - assumes staff building completed after March 2022 according to S106 application breakdown plus SSEN installation

m - See also separate sheet for S106 possibilities

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S106 possibilities 2021-22

project	estimate	cost/S106 claim	source - S106 unless otherwise stated
Pump track	35000	8000	BMX track Reading Road, 151017 POS B Hill
perimeter track	52600		151017 POS B Hill
gym equipment x 4 pieces	2600		4512 comm rec facilities M View, 11912 Gr Rd N (for youth sport)
monkey bars	1920		4512 comm rec facilities M View
basketball area	2000		"
new play eqpt incl toddler, inclusive	4620		" , 151017 POS B hill
community orchard	0		
community orchard/meadow fencing	?		151017 POS B Hill