

HPC BUDGET -		2022-23		forecast for 2023-24	
Tax Base set by VWHDC	2033.6			1347.8	figure from VWHDC
Band D Equiv - E precept	£67.49			£80.90	per Band D equivalent
				19.9%	change per Band D equivalent
<b>2022-23</b>					
<b>income</b>	<b>set budget</b>	<b>forecast</b>	<b>variance</b>	<b>suggested</b>	<b>notes for 23-24</b>
Precept	137,253	137,253		109,043	Set equal to forecast exp. less other income
<b>other income:</b>					
Harwellian rent	3,120	3,049	(71)	3,049	set 2022; review 2027
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 lease
Football fees - tournament	672	832	160	928	if 8 pitches per day at tour'ment, 58 per pitch
Football fees - season	1,456	1,456	-	84	training only x 3 teams
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	2,900	1,450	(1,450)	1,638	
misc - wayleave	31	31	-	31	
bank interest	10	10	-	50	
CIL		2,766	2,766		23-24 figure not predictable
Taken from reserves				10,000	
unspent pension c/fwd				5,363	
<b>Total income</b>	<b>152,086</b>	<b>153,491</b>	<b>1,405</b>	<b>136,830</b>	
<b>Expenditure</b>	<b>set budget</b>	<b>forecast</b>	<b>Variance</b>		
staff salaries	70,651	71,562	(911)	71,759	3 staff incl NIC employer 5000
max pension on basic salaries	5,363	-	5,363	2,000	2022 amt to be put twds budget 2023
extra hours	5,050	-	5,050	5,700	in case of sickness absence etc
training - staff & c'llors	3,123	3,123	-	3,500	
misc - staff Christmas gifts	157	100	57	75	3 staff members
donations, represented by					
offset grants/rent	1,430	1,430	-	1,430	L Pippins
other donations	1,040	1,040	-	1,040	
subs/memberships	1,000	1,000	-	1,100	OALC, SLCC
H News printing	600	600	-	606	
office - running costs	3,310	3,310	-	2,705	rent 1595, a/cs 210, phone 216, other 684
IT - website, domain renewal	845	845	-	1,467	Cloudy IT 1327, domain renewal 40, website hosting 100
hall hire	890	890	-	979	main hall x 13, cttee rm x 26
insurance - parish	1,050	2,275	(1,225)	2,503	
professional fees - fire chk,pat	145	145	-	160	
professional fees - ICO	35	35	-	35	
professional fees - legal	520	520	-	520	
professional fees- audits	1,000	1,000	-	1,100	
new building - services, clng	1,100	1,100	-	2,500	water, elec, etc
Play area maintenance	4,200	4,200	-	4,620	repairs, zipwire service, bark top up
Play area inspection	130	130	-	143	
Play area upgrade	-	-	-		now from renewals
rec maintenance	580	580	-	638	fence repairs etc
trees work	17,182	17,182	-	2,600	estimate based on tree survey (nothing for cem conifers)
allotments - maintenance	815	815	-	897	water, repairs
general maintenance, PPE	990	990	-	1,089	
cemetery maintenance	900	800	100	425	
van maintenance	1,500	1,500	-	1,650	tax, service, MOT, parts
tools/spares	390	390	-	429	hand tools, small repairs etc
machinery - new equipmt	1,000	1,000	-	1,000	woodchipper hire?
machinery - maintenance	551	551	-	606	
fuel	1,950	1,950	-	2,145	
renewals	15,170	15,170	-	15,709	
waste collection	3,419	2,900	519	2,100	3 x 1100l bins on rec for general waste
garage roof/shingle	6,000	7,238	(1,238)	600	shingle for Green Road x 10 bags
cem conifers	-	-	-		not recommended in tree survey
Holly Lane bus shelter	-	-	-		LC removed 2000 suggestion
Election expenses estimate	-	-	-	3,000	based on info from VWHDC
<b>Total Expenditure</b>	<b>152,086</b>	<b>144,371</b>	<b>7,715</b>	<b>136,830</b>	

See separate sheet for projects using reserves

**Notes to income:**

During 2022-23, income is expected to be slightly higher than budgeted because CIL funds are extra to budget Harwellian rent review 2022 did not increase rent, hence rent will be slightly lower than forecast. Football tournament fees slightly more than budgeted.  
Football - season's use includes training sessions for 3 teams, no games being played  
H News fees down since return to charging.  
Draft budget figures for 2023-24 include grass cutting payment from OCC, & 11.1% increase to fees (inflation at 11/22).  
Agreed at PC mtg 10/01/23 to take £10k from reserves to reduce impact of reduction of tax base to new parish

**Notes to expenditure:**

During 2022-23 underspend of £100 cem mtce because of change to waste collection offset by bench purchase  
There are overspends of £1225 on insurance & £1238 on garage roof repairs  
No expenditure expected on staff pensions; this budget line to be carried forward and used in next year's budget  
Salaries over budget by £911 because of higher than expected pay award.  
Waste collection slightly lower than projected because number of bins reduced November.  
Office running costs include rent, phone, stationery & Alpha accounts package.  
IT costs include domain names, website hosting and IT contract (currently 720 but new one would include M/soft Office)  
Play area maintenance includes bark top-up & zipwire service.

Suggested figures for 2023-24 include 3% pay rise for all staff.

Lands & Staffing Committees have previously discussed and recommended budgets.

Committee budget items have been considered by the council December 2022.

10% uplift assumed for most expenditure items outside PC control.

Staff building - electricity price fixed to May 2023; quote indicates triple current costs ie to c. £60 p mth. Water costs currently c. £16 p mth.

Renewals could be used for any replacement like for like equipment/play area surfacing etc.

Office and IT costs include Cloudy IT contract which means current web help contract (£720) would not be required

Tree survey received but queries; no work req'd to cemetery conifers although prev requested by resident.

Clerk has estimated urgent tree work costs at £1600 and allowed another £1000 for emergencies.

Council considered a request for a bus shelter near Holly Lane but decided to budget next year, if necessary putting reserves to it.

Election expenses are estimated using VWHDC figures. Will be lower if election is uncontested.

Reserves will be used as part of handover to new Western Valley parish - see Reserves & WVPC tabs.

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 2023-24 is 1347.8.

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 <11.9% which increased the Band D figure by about 6.7%

FEES LIST 2023-24

Suggested increase is 11.1% rounded down to nearest £1, as per inflation at 6 December 2022

CEMETERY FEES	Current		Proposed	
	Residents	Non-residents	Residents	Non-residents
Grave space	135	338	150	376
PC fee	84	169	93	188
Total	219	507	243	564
Children 12-18*	56	56	62	62
Ashes plot	39	78	43	87
PC fee	84	169	93	188
Digging fee**	50	50	56	56
Total	174	298	192	331
Plaque fix fee***	102	102	113	113
Headstone	112	112	124	124
Ashes tablet	78	78	87	87
2nd inscription	33	33	37	37
<b>Rec pitch fee</b>				
Full-size pitch	52		58	
Small training group	25 for season		28	
<b>HN ads</b>				
50x80mm	16		18	
1/4 page	32		36	
1/2 page	66		73	
full page	129		143	
<b>Allotment rent</b>				
	14p per m2 plus £6 key deposit		17p per m2 from Sep 2024	
	15p per m2 from Sep 2023		£10 key deposit	

Harwellian rent review due 2027

Tennis, Bowls, Little Pippins, Scouts have set rents

\* no charge for children under 12

\*\* paid as part of salary to cemetery worker who digs plot

\*\*\* consists of PC fee 84/93 plus fixing fee 18/20

RESERVES	movement in		movement out	balance	movement forecast	Notes
	01-Apr-22	2022-23	2022-23	31-Mar-23	2023-24	31-Mar-24
<b>Allocated Reserves</b>						
Allot keys	221	18	(6)	233		233
Bus shelt	3,050			3,050	(200)	2850 a
youth project	3	-		3		3.01
staff bldg project	5,981		(5,981)	-	0	0 b
rec access & planting	1,950			1,950	(1,950)	0 c
renewals	37,083	14,929	(2,282)	49,730	15170	64900 d
H Community calendar	200	18		218	(218)	0 e
rec spraying	1,000		(1,000)	-		0 f
unspent pension		5,363		5,363	(5,363)	0 g
new van	2,000			2,000		2000
bank error (for donations)	125		(125)			
play area maintenance	1,000		(1,000)			0 h
<b>Allocated Reserves</b>	<b>52,613</b>	<b>20,328</b>	<b>(10,394)</b>	<b>62,547</b>	<b>7,439</b>	<b>69,986</b>
<b>General Reserves</b>	79,312	8,000		87,312	(15,363)	71,949 j
<b>CIL</b>	6,231	2,766	(3,879)	5,118		5,118 k
<b>S106 Reserves</b>						
bins	4,566			4,566		4,566
GWP admin	9,032		(7,155)	1,877		1,877 l
rec access	3,702			3,702	(3,702)	0 m
staff building	1,446		(1,446)	-		0 n
orchard OCC Priority Fund	313		(313)			
<b>Total Reserves</b>	<b>157215</b>	<b>31094</b>	<b>(23,187)</b>	<b>165122</b>	<b>(11,626)</b>	<b>153496</b> p

#### Notes

- a - assumes no expenditure this year, minor maintenance to older shelters next year
  - b - assumes PC decides on replacement for spinner bowl and spends funds by end Mar 23
  - c - assumes rec projects decided next year and funds spent - see also S106
  - d - renewals could be used to purchase new machinery if like for like
  - e - PC needs to agree expenditure item
  - f - currently looking for eco-friendly weed spray
  - g - unspent budget item 2022-23 to be carried forward and used in budget 2023-24
  - h - move to renewals or use for bark
  - j - pension unspent in 22-23 to be set aside for 23-24, 10000 to be used to balance expenditure/income 23-24  
More general reserves will be allocated to new parish -tbc
  - k - 22-23 spend mostly on Community Speedwatch equipment & Bowls Club ramp (344 left for CSW, 2525 set for Bowls)
  - l - being spent through year as per VWHDC instruction, eg phone costs, IT costs.  
any unspent amount at 31.3.23 to be transferred to new parish
  - m - see also note c
  - n - assumes all spent by end Mar 23; to be put to cost of spinner bowl replacement
  - p - final total will reduce by any amount given to new parish
- NB £28000 payment from Orchard Way development now not expected; agreement was with original landowner which has changed various times

**Report on handover to Western Valley**

Vale has asked for suggestions as to how much of HPC reserves can be handed over to Western Valley PC, along with any assets.

Assets consist of 2 bus shelters on Greenwood Way, value £6480.

There are around 760 homes currently in Harwell which will move to the new parish, ie around 35% of the total figure of c. 2135.

General reserves at 31.3.2023 are predicted to be around £87312. Council needs to decide how much is available to transfer to new parish.

Initial discussions have led towards a feeling that any GWP admin reserves plus a percentage of general reserves should be transferred.

balance 31.3.23	movement 23-24	balance 31.3.24	
62547	7439	69986	<b>Allocated Reserves</b>
87312	-15363	71949	<b>General Reserves</b>
5118		5118	<b>CIL</b>
			<b>S106 Reserves</b>
4566		4566	bins
1877		1877	GWP admin but see reserves
3702	-3702		rec access
0			staff building
0			orchard OCC Priority Fund
165122	-11626	153496	<b>Total Reserves</b>

excluding funds transferred to new parish

excluding funds transferred to new parish

See Reserves tab for full movements predicted.

