



HELLESDON PARISH COUNCIL

BUDGET 2015 – 2016

Council Office
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PARISH EXPENDITURE AND PRECEPT REQUIREMENT

2015 – 2016

		2014/2015		2015/2016		
		Estimate		Revised	Estimate	
<u>Parish Council Net Expenditure</u>		£		£	£	
CC1 Activities - Carnival	2110.00)	3610.00	2110.00)	3420.00	2520.00)	4010.00
CC1 Activities - Resident Party	1500.00)		1310.00)		1490.00)	
CC2 Planning		0.00		0.00		0.00
CC3 Health & Safety		2800.00		2300.00		2800.00
CC4 Playing Fields & Amenities	36830.00)	35860.00	35870.00)	34730.00	40560.00)	38190.00
CC4 Allotments	(970.00))		(1140.00))		(2370.00))	
CC5 Media & Communications		8160.00		7410.00		11560.00
CC6 Property Policy & Resources		72469.00		84439.00		105319.00
CC7 Staff		275600.00		224850.00		295500.00
CC8 Traffic Highways & Environment		7790.00		7430.00		21930.00
CC9 Precept		0.00		0.00		0.00
CC10 Income on Investment		(200.00)		(150.00)		(400.00)
CC11 Bank Charges & Commission		500.00		800.00		900.00
CC12 VAT		0.00		0.00		0.00
Allocate to precept shortfall		6139.00		removed from budget system		
		-----		-----		-----
Total Net Expenditure		412668.00		365229.00		479809.00
Total Gross Expenditure		444789.00		397100.00		514940.00
Total Income		32121.00 +		31871.00		35131.00
Year end 14 Identified Savings		<u>25382.00</u>		<u>saving removed from budget system</u>		<u>0.00</u>
		57503.00		31871.00		35131.00

Precept Calculation

	£		£		£
Total Net Expenditure Estimate 2015-2016					479809.00
Less – difference between 2014-2015					
Net Estimate Expenditure &	412668.00				
Net Revised Expenditure	= 365229.00		(47439.00)		
Plus income from Parish Hall Car Park & Refurbishment Funds			(38000.00)		
Plus income from Precept Shortfall Fund			<u>(13020.00)</u>		
			(98459.00)	=	381350.00
Precept Requirement					381350.00
Current Years Precept – 2014/2015	387286.00				
Estimated Precept – 2015/2016	381350.00				
Precept Increase over 2014/2015		(5936.00)	(divided by 387286.00 x 100)		(1.53%) decrease

HELLESDON PARISH COUNCIL CC1 – Activities Carnival & Residents Party's

(Carnival - Special committee) (Residents party's - Working Group to Full Council)

ADULTS & CHILDRENS RESIDENTS PARTY'S

	2014/2015		2015/2016	
	Budget	Out-turn	Estimate	
	£	£	£	
INCOME				
All party's	0.00	0.00	0.00	0.00
		0.00	0.00	0.00
TOTAL INCOME		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 EXPENDITURE				
Consumables/Food/beverages				
In house catering	} 430.00	500.00	580.00	
Outsourced catering	} 660.00	450.00	530.00	
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		1090.00	950.00	1110.00
Postage – tickets/unsuccessful application	100.00	0.00	0.00	
		100.00	0.00	0.00
Party Invitations	0.00	50.00	50.00	
		0.00	50.00	50.00
 Over 65 entertainment				
Hellesdon Sprowston Band	100.00	100.00	100.00	
Raffle prizes	0.00	20.00	20.00	
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		100.00	120.00	120.00
Children entertainment	210.00	190.00	210.00	
		210.00	190.00	210.00
TOTAL EXPENDITURE		<u>1500.00</u>	<u>1310.00</u>	<u>1490.00</u>
TOTAL NET EXPENDITURE		1500.00	1310.00	1490.00

HELLESDON PARISH COUNCIL CC1 – Activities Carnival & Residents Party's

(Carnival - Special committee) (Residents Party's - Working Group to Full Council)

CARNIVAL

	2014/2015		2015/2016
	Budget	Out-turn	Estimate
	£	£	£
INCOME			
Stall Holders	500.00	660.00	500.00
Concessions (pptn of takings)	300.00	575.00	300.00
Raffle sales	600.00	400.00	400.00
Dog Show entrance fee	100.00	180.00	100.00
Sponsors	400.00	290.00	200.00
Cash Floats	0.00	75.00	80.00
Use of Held Money (water)	700.00	1100.00	0.00
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	2600.00	3280.00	1580.00
TOTAL INCOME	<u>2600.00</u>	<u>3280.00</u>	<u>1580.00</u>
EXPENDITURE – REVENUE			
Services			
Opening Ceremony Celebrity	0.00	0.00	0.00
First Aid	170.00	300.00	300.00
Event Insurance	550.00	525.00	550.00
Procession Traffic Control	220.00	240.00	250.00
Signage / Printing (toilets etc)	250.00	140.00	100.00
Postage	70.00	65.00	60.00
Waste Skip	150.00	160.00	160.00
Table Hire (HCC)	50.00	50.00	60.00
Equipment / Water Supply	700.00	1100.00	0.00
H&S Consultant	0.00	40.00	50.00
Cash Floats	0.00	75.00	100.00
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	2160.00	2695.00	1630.00
Entertainment			
Arena Events	600.00	} 300.00	600.00
Minor events/acts	150.00	}	260.00
Side Shows	90.00	}	100.00
Compere	175.00	150.00	200.00
Children's entertainer	200.00	185.00	200.00
Procession lead	200.00	30.00	100.00
Refreshments for Acts	45.00	25.00	40.00
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	1460.00	690.00	1500.00
Companion Dog Show			
Licence & insurance	20.00	40.00	40.00
Prizes (rosettes/trophies)	160.00	200.00	200.00
Entrance fee – donation to Charity	100.00	180.00 (to Dogs Trust)	100.00 (Charity TBC)
Judge Gratuities	0.00	15.00	20.00
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	280.00	435.00	360.00

Raffle			
Tickets - Printing	60.00	60.00	60.00
Licence (pre event sales)	20.00	20.00	20.00
Raffle Sales Donation	600.00	400.00 (to Air Ambulance)	400.00 (Charity TBC)
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	680.00	480.00	480.00
Contingencies	50.00	0.00	50.00
Sundries (Cable ties/line marking)	50.00	60.00	50.00
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	100.00	60.00	100.00
HCC for Sunday Service			
ML Hire	30.00	15.00	15.00
Provisions	0.00	15.00	15.00
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	30.00	30.00	30.00
TOTAL EXPENDITURE	<u>4710.00</u>	<u>4390.00</u>	<u>4100.00</u>
Earmarked surplus for 2014		1000.00	
		<u>5390.00</u>	
TOTAL NET EXPENDITURE	2110.00	2110.00	2520.00

FUNDS

Established fund following 2009 Carnival for hold of surplus to allow for lean years/possible replacement/new 'stock'

	SURPLUS £	EXPENITURE £	RUNNING TOTAL £
Held following carnival 2009	710.00		710.00
shortfall in tent provision – April 2010		360.00	350.00
Held following carnival 2010	1700.00		2050.00
Gazebo purchase – July 2010		40.00	2010.00
Held following carnival 2011	480.00		2490.00
Tent repair – Dec 2011		140.00	2350.00
Held following carnival 2012	1320.00		3670.00
Addnl signage & offset expenditure - 2013		250.00	3420.00
Held following carnival 2013	1260.00		4680.00
Water supply provision		700.00	3980.00
Balance of water supply provision		400.00	3580.00
Held following carnival 2014	1000.00		4580.00

HELLEDON PARISH COUNCIL CC2 Planning (formerly Allotments & Planning)

“ALLOTMENTS” MOVED TO CC4 FEBRUARY 2009

	2014/2015		2015/2016	
	Budget	Out-turn	Estimate	
INCOME	0.00	0.00	0.00	
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	0.00		0.00	0.00
TOTAL INCOME	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
EXPENDITURE	0.00	0.00	0.00	
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	0.00		0.00	0.00
TOTAL EXPENDITURE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
TOTAL NET EXPENDITURE	0.00		0.00	0.00

HELLESDON PARISH COUNCIL CC3 – Health & Safety (Full Council)

	Budget	2014/2015	Out-turn	2015/2016	
	£		£	Estimate	
				£	
INCOME	0.00		0.00	0.00	
	-----		-----	-----	
		0.00		0.00	0.00
TOTAL INCOME		<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
 EXPENDITURE					
H&S Consultant monthly visits	2400.00		2000.00	2400.00	
		2400.00		2000.00	2400.00
H&S Equipment/Protection	400.00		300.00	400.00	
Incl Waste Protection Pack		400.00		300.00	400.00
TOTAL EXPENDITURE		<u>2800.00</u>		<u>2300.00</u>	<u>2800.00</u>
 TOTAL NET EXPENDITURE		2800.00		2300.00	2800.00

HELLESDON PARISH COUNCIL CC4 – Playing Fields, Amenities & Allotments

PLAYING FIELDS & AMENITIES (EXCLUDING ALLOTMENTS)

	2014/2015		2015/2016	
	Budget £	Out-turn £	Estimate £	
INCOME				
<u>RECREATION GROUND</u>				
<u>Hire Charges</u>				
Football	2000.00	2350.00	2000.00	
Football training area	150.00	50.00	50.00	
Tennis	300.00	250.00	250.00	
Netball	1000.00	730.00	700.00	
Bowls	1870.00	1910.00	1910.00	
Misc Activity hire	290.00	120.00	150.00	
	-----	-----	-----	
	5610.00		5410.00	5060.00
Hire Facility Sundries				
initial hire pegs & bolts reimbursement	50.00	0.00	0.00	
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	50.00		0.00	0.00
Floodlights	500.00	200.00	200.00	
	500.00		200.00	200.00
Memorial Garden - Resident Rose/Plaque Purchase	120.00	120.00	120.00	
	120.00		120.00	120.00
Ownership signs	500.00	500.00	0.00	
	500.00		500.00	0.00
Perimeter Fence (N. Close & perimeter)	0.00	0.00	3000.00	
	0.00		0.00	3000.00
TOTAL INCOME	<u>6780.00</u>		<u>6230.00</u>	<u>8380.00</u>

EXPENDITURE - REVENUE

General

NPFA Membership	60.00	50.00	60.00	
<i>Play Equipment Renewals Fund</i>	<i>1000.00</i>	<i>1000.00</i>	<i>4000.00</i>	
Play areas annual inspection (due June)	280.00	230.00	280.00	
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	1340.00		1280.00	4340.00
Contingencies	500.00	1500.00 (Mem Gdn)	500.00	
	500.00		1500.00	500.00
<u>Dog/litter/smoking bins</u>				
Replacement bins & assoc cost	200.00	200.00	200.00	
Emptying dog bins/ fresheners (11 bins)	1780.00	1750.00	1780.00	
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	1980.00		1950.00	1980.00
Seats - repair/replacement	500.00	500.00	500.00	
	500.00		500.00	500.00
<i>Site Fencing renewals fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
	0.00		0.00	0.00
Areas signage - new/replacement	100.00	900.00	600.00	

		100.00		900.00		600.00
Floodlights maintenance/repair	1000.00		500.00		1000.00	
		1000.00		500.00		1000.00
Surface protection repair (Perfo matting)	150.00		150.00		150.00	
		150.00		150.00		150.00
Trees						
Tree inspection (due Nov)	200.00		200.00		200.00	
Tree work following inspection	300.00		300.00		300.00	
Tree work emergency	300.00		300.00		300.00	
	-----		-----		-----	
		800.00		800.00		800.00
Green waste removal	750.00		1500.00		750.00	
		750.00		1500.00		750.00
Shrub/tree/hedge addnl & renewal to include The Bull roundabout	400.00		400.00		600.00	
		400.00		400.00		600.00
Fuel – tractor & machinery	1000.00		1000.00		1000.00	
		1000.00		1000.00		1000.00

Grounds

Machinery – ex vehicles

Servicing (Nov-March)	2950.00		2950.00		2500.00	
Parts/Consumables-for repair/replace/spare	800.00		800.00		800.00	
Hire of machinery/contractor needed	750.00		750.00		800.00	
<i>Machinery Renewals Fund</i>	0.00		0.00		0.00	
New/replacement Equipment/Tools – items under £200.00	400.00		400.00		550.00	
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		4900.00		4900.00		4650.00

Materials

Fields/Gardens/Rndabout/Allot }

-Universal all areas - Fertilisers/ weedkiller/mosskiller etc }	3400.00		3400.00		3400.00	
		3400.00		3400.00		3400.00
Contractor spray – Summer even years	900.00		0.00		900.00 (in place of 2014)	
		900.00		0.00		900.00

RECREATION GROUND

Play provision &

U16 & U9 Play Areas

Equipment repairs/maintenance	500.00		500.00		500.00	
		500.00		500.00		500.00

Skate park

Equipment repair/maintenance	0.00		0.00		0.00	
Repair wooden shuttering	100.00		0.00		100.00	
Repair/maintain wooden fence	0.00		0.00		350.00	
	-----		-----		-----	
		100.00		0.00		450.00

Games (ball wall) area

Equipment repair/maintenance	0.00		0.00		0.00	
Repair wooden shuttering	100.00		0.00		100.00	
	-----		-----		-----	
		100.00		0.00		100.00

Hard Surface

Surface repair }	0.00		0.00		500.00	
Surface moss killer }	270.00		270.00		300.00	
Surface power wash }	0.00		0.00		0.00	
Surface repaint/remark }	0.00		0.00		0.00	
<i>Refurbish Hard Surface Fund</i>	4000.00		4000.00		4000.00	

Repair wooden shuttering	100.00	100.00	100.00	
	-----	-----	-----	
	4370.00	4370.00	4900.00	
<u>Bowling Green</u>				
Materials specific to area	1900.00	1600.00	1900.00	
Repair wooden shuttering/guttering	200.00	200.00	150.00	
Repair pathways	80.00	80.00	80.00	
Gulley matting	200.00	200.00	260.00	
	-----	-----	-----	
	2380.00	2080.00	2390.00	
<u>Memorial Garden</u>				
Resident Rose/Plaque – purchase	120.00	120.00	120.00	
Rose Renewal	30.00	0.00	30.00	
Plinths maintenance	150.00	0.00	100.00	
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	300.00	120.00	250.00	
<u>Diamond Jubilee Garden</u>				
(Conservation Area)				
Replacements (bird/bat boxes & Flora)	50.00	50.00	50.00	
Bark top up	500.00	500.00	500.00	
	-----	-----	-----	
	550.00	550.00	550.00	
<u>Hire Facility</u>				
Sundries (goal posts/nets/paint)	100.00	100.00	100.00	
Refund of goal post deposit(s)	150.00	0.00	150.00	
Initial hire pegs & bolts purchase	50.00	20.00	50.00	
	-----	-----	-----	
	300.00	120.00	300.00	
<u>MEADOW WAY</u>				
<u>Play Provision</u>				
Equipment repairs/maintenance	500.00	430.00	500.00	
	500.00	430.00	500.00	
<u>HEL2 open space allocation</u>				
Landowner rent (2/3rds) (Nov mtl)	650.00	650.00	650.00	
	650.00	650.00	650.00	

2x COMMUTED SUM £62330.88 - INCOME & EXPENDITURE NOT INCLUDED IN BUDGET
(20071683 – (Ethel Tipple) £18263.04 + 20081728 – (Ethel Tipple) £44067.84) IDENTIFIED FOR SKATE PARK REFURBISHMENT
£52763.31 REIMBURSED NOV2014 + £274.75 to Claim. £ 9292.82 REMAINING

REVENUE EXPENDITURE 27470.00 27600.00 31760.00

EXPENDITURE – CAPITAL

PROJECTS

Purchase machinery - ex vehicles				
Hayter mower	1050.00	830.00	0.00	
Long arm hedge cutter	470.00	440.00	0.00	
Leaf shredder	550.00	170.00	0.00	
Rotavator	0.00	0.00	2500.00	
Replace tree soil Bull R/About	90.00	90.00	0.00	
Ownership signs (commencement of)	1000.00	1000.00	0.00	
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	3160.00	2530.00	2500.00	

HELLESDON PARISH COUNCIL CC4 – Playing Fields, Amenities & Allotments

ALLOTMENTS

	2014/2015		2015/2016	
	Budget £	Out-turn £	Estimate £	
INCOME				
Tenants Allotment rental (Oct ml) (Original site = 53 full plots New site = 79 full plots)	3800.00(£37.00)	4550.00	4800.00(£37.00)	
	3800.00	4550.00 (115 plots)	4800 .00	
Tenants Retrospective Water Charge (charged Oct)	300.00 (Aug 2013-Jul 2014)	170.00	300.00 (Aug 2014-Jul 2015)	
	300.00	170.00	300.00	
Tenants reimbursements for losses/damage	50.00	50.00	50.00	
	50.00	50.00	50.00	
Best Kept Allotment Competition (June) Sponsorship	0.00	0.00	0.00	
	0.00	0.00	0.00	
TOTAL INCOME	<u>4150.00</u>	<u>4770.00</u>	<u>5150.00</u>	

EXPENDITURE – REVENUE

Landowner rent

Original site (June ml) (to June 2021 then incr due)	280.00	280.00	280.00	
Extension to site (1/3 rd) (Nov ml) (to June 2021 then incr due)	350.00	350.00	350.00	
	630.00	630.00	630.00	
Best Kept Allotment Competition	100.00	100.00	100.00	
	100.00	100.00	100.00	
Utilities				
Water	300.00	200.00	300.00	
Electricity	300.00	200.00	300.00	
	600.00	400.00	600.00	
Maintenance				
Repairs & maintenance (incl hedging)	500.00	500.00	500.00	
Tenant losses/damages	50.00	50.00	50.00	
	550.00	550.00	550.00	
New Tenant Key Provision	0.00	650.00	0.00	
	0.00	650.00	0.00	
Pest Control (Nov renewal)	1000.00	1000.00	900.00	
	1000.00	1000.00	900.00	

Electrical Inspections - toilets

Periodic inspection (next due 2017/18)	100.00	100.00(14/15)	0.00
Remedial work following inspection	200.00	200.00	0.00
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	300.00	300.00	0.00

REVENUE EXPENDITURE **3180.00** **3630.00** **2780.00**

EXPENDITURE – CAPITAL

PROJECTS

Re-establish initial driveway to match new construction	0.00	0.00	FROM HEL2 FUND
	0.00	0.00	FROM HEL2 FUND

CAPITAL EXPENDITURE **0.00** **0.00** **0.00**

TOTAL EXPENDITURE **3180.00** **3630.00** **2780.00**

TOTAL NET EXPENDITURE **(970.00)** **(1140.00)** **(2370.00)**

HELLEDON PARISH COUNCIL CC5 Media & Communications

	2014/2015 Budget £	2014/2015 Out-turn £	2015/2016 Estimate £	
INCOME				
Newsletter Advertising	2000.00	1750.00	2000.00	
	2000.00	1750.00		2000.00
TOTAL INCOME	<u>2000.00</u>	<u>1750.00</u>		<u>2000.00</u>
 EXPENDITURE – REVENUE				
Parish Council Promotion	1500.00	500.00	1500.00	
Renew/replace existing promotion				
Consultations & Engagement	1500.00	500.00		1500.00
Newsletter				
Printing	6960.00	6960.00	7100.00	
Distribution incl inaccessible areas	1300.00	1300.00	1300.00	
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	8260.00	8260.00		8400.00
Website				
Website Annual Hosting & Support				
(incl annual site maintenance - April ml)	250.00	250.00	250.00	
Ja.net domain name				
(www.hellesdon-pc.gov.uk) &				
5x named email accs (.gov.uk) (April ml)	50.00	50.00	50.00	
Provider support	100.00	100.00	100.00	
	-----	-----	-----	
	400.00	400.00		400.00
REVENUE EXPENDITURE	<u>10160.00</u>	<u>9160.00</u>		<u>10300.00</u>
 EXPENDITURE – CAPITAL PROJECTS				
Website refurbishment	0.00	0.00	3000.00	
Personnel ID/display boards				
C/T & Grnds staff in HCC				
All staff in DJL	0.00	0.00	260.00	
CAPITAL EXPENDITURE	<u>0.00</u>	<u>0.00</u>		<u>3260.00</u>
TOTAL EXPENDITURE	<u>10160.00</u>	<u>9160.00</u>		<u>13560.00</u>
TOTAL NET EXPENDITURE	8160.00	7410.00		11560.00

HELLEDON PARISH COUNCIL CC6 Property Policy & Resources

	2014/2015		2015/2016	
	Budget £	Out-turn £	Estimate £	Estimate £
INCOME				
Sale of Assets	0.00	0.00	0.00	0.00
		0.00	0.00	0.00
HCC Rent (due each Jan)	1.00	1.00	1.00	1.00
		1.00	1.00	1.00
HCC Fire Insurance reimbursement	580.00	580.00	600.00	600.00
		580.00	580.00	600.00
HCC Electricity reimbursement	5000.00	5000.00	5000.00	5000.00
		5000.00	5000.00	5000.00
HCC Gas reimbursement	1700.00	2000.00	1700.00	1700.00
		1700.00	2000.00	1700.00
Electricity FIT (Council Office)	500.00	400.00	500.00	500.00
		500.00	400.00	500.00
Ground Rent				
HFC Portakabin	20.00	20.00	30.00	
HBC Shed (Pavilion)	20.00	20.00	30.00	
HHA Garage	20.00	20.00	30.00	
	-----	-----	-----	
		60.00	60.00	90.00
HCC & Library 33.3% Contribution for grit for site	150.00	150.00	150.00	150.00
		150.00	150.00	150.00
TOTAL INCOME		<u>7991.00</u>	<u>8191.00</u>	<u>8041.00</u>
 EXPENDITURE – REVENUE				
Chairmans Budget	200.00	200.00	200.00	200.00
		200.00	200.00	200.00
Expenses/Mileage				
Members	100.00	50.00	100.00	
Staff	150.00	60.00	50.00	
	-----	-----	-----	
		250.00	110.00	150.00
Catering Supplies for PC meets & staff “tea” fund	470.00	450.00	470.00	470.00
		470.00	450.00	470.00
Communication Services				
Telephone Line Rental	}	80.00	100.00	
Telephone Calls	}	60.00	100.00	
Broadband	420.00}	480.00	500.00	
Daily EDP	200.00	200.00	250.00	
Mobile top ups	0.00	70.00	80.00	
Hire & maintenance of telephone network (June mtl)	0.00	240.00	260.00	
	-----	-----	-----	
		620.00	1130.00	1290.00
Office Equipment				

Computer Support	500.00	500.00	500.00
Offsite back up contract (June ml)	370.00	350.00	370.00
Photocopier Finance (1/4rly)			
(Rental+ annual fee) (5yrs from May 13)	1000.00	1000.00	1000.00
Photocopier Charges	1000.00	1000.00	1000.00
Photocopier Support Ctract			
(Jan & July- 6 mnth ml)	0.00	100.00	200.00
	-----	-----	-----
	2870.00	2950.00	3070.00
<u>Office Consumables/ Furnishings</u>			
<i>Renewals Fund - for items over £100</i>	500.00	500.00	500.00
New/replacement items - under £100	200.00	100.00	200.00
New/replacement items - over £100	400.00	200.00	400.00
	-----	-----	-----
	1100.00	800.00	1100.00
Contingencies	1000.00	1000.00(walkie talkies)	1000.00
	1000.00	1000.00	1000.00
Council Support	0.00	8000.00	3000.00
	0.00	8000.00	3000.00
Stationery(incl Publications & Model Docs)			
/Software (& install)	1600.00	1200.00	1600.00
	1600.00	1200.00	1600.00
Postage	500.00	450.00	500.00
	500.00	450.00	500.00
Sundries			
(Keys/Remembrance Wreath etc)	160.00	150.00	160.00
	160.00	150.00	160.00
<u>Electrical Inspections - office/workshops</u>			
Annual Portable appliance test (May)	80.00	70.00	80.00
3 yr Periodic inspection (due 2016/17)	0.00	0.00	0.00
Remedial work following inspection	0.00	0.00	0.00
	-----	-----	-----
	80.00	70.00	80.00
<u>CCTV</u>			
Annual Service contract			
full system			
(Dec 14 ml - work done June 15)	500.00	500.00	500.00
Call-outs/repair	1000.00	1000.00	1000.00
Upgrade Fund	0.00	0.00	0.00
	-----	-----	-----
	1500.00	1500.00	1500.00
<u>Utilities</u>			
Electricity HPC/HCC (100%)	6000.00	5800.00	6000.00
Water HCC/HPC (pptn)	500.00	400.00	500.00
Gas HPC/HCC (100%)	2200.00	2100.00	2200.00
Electricity Council Office	700.00	800.00	700.00
Offices (& Premises) Rates (New Off)		4500.00	4600.00
Stores (& Premises Rates) (due April)	4500.00	1220.00	1500.00
	-----	-----	-----
	13900.00	14820.00	15500.00
<u>Services</u>			
External Audit	1200.00	1400.00	1500.00
Internal Audit	1640.00	1700.00	1700.00
Solicitor Fees	3000.00	3000.00	3000.00
Legal Advice (Nplaw) (July ml)	450.00	400.00	450.00
Scribe Licence/Software (Feb ml)	620.00	620.00	650.00
Data Protection	40.00	40.00	40.00
NflkALC (May ml)	1000.00	930.00	1000.00
Norfolk Link Publication (July ml)	100.00	90.00	100.00

Iris Payroll Licence (July ml)	200.00	300.00	350.00
SLCC (June ml)	230.00	240.00	250.00
LCR Publication (May ml)	20.00	20.00	20.00
Clerks/Councils			
Direct Publication (May ml)	20.00	20.00	20.00
Parish Online (Nov ml)	130.00	160.00	170.00
TV Licence (April ml)	150.00	150.00	150.00
AVG Licence (Cloud) (Nov ml)	100.00	100.00	100.00

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	8900.00	9170.00	9500.00
PWLB - New office (May & Nov)	17900.00	17900.00	17900.00
	17900.00	17900.00	17900.00

Insurance

General Insurance (March ml - 5 year term expires 2016)	13000.00	11700.00	13000.00
Property valuations (next due June 2015)	0.00	0.00	0.00
Fuel card Provision & Insurance	30.00	30.00	30.00
	-----	-----	-----
	13030.00	11730.00	13030.00

Vehicles

Tractor -			
lease	2600.00	2600.00	2600.00
consumables	200.00	200.00	200.00
Van -			
fuel	400.00	250.00	400.00
consumables/maintenance	600.00	600.00	500.00
	-----	-----	-----
	3800.00	3650.00	3700.00

Property Maintenance

General (Window clean/Sanitary Disposal)	1000.00	1000.00	1300.00
(Electric) shutters service (May)	450.00	450.00	450.00
Fire equipment service (Feb)	100.00	100.00	100.00
Gas Boiler Service (Feb)	250.00	250.00	250.00
Dorma (Sliding) Doors Service (Annual Contract due Feb)	250.00	250.00	250.00
Fire, Emergency Lighting & Intruder Alarm Service (Nov/May)	150.00	150.00	150.00
	-----	-----	-----
	2200.00	2200.00	2500.00

Elections/Parish Poll

Ordinary Election (next due May 2015)	0.00	0.00	5000.00	
By-Elections Fund	0.00	3850.00	3850.00	FUND AT MAX
Parish Poll Fund	0.00	0.00	0.00	FUND AT MAX
	-----	-----	-----	
	2000.00	3850.00	8850.00	
Church Grass cutting contribution	750.00	750.00	750.00	
	750.00	750.00	750.00	
Village Signs (r/about/parish hall)	200.00	100.00	200.00	
	200.00	100.00	200.00	

War Memorial

War Memorial Fund	0.00	0.00	0.00
Area annual clean (Oct)	220.00	0.00	220.00
	-----	-----	-----
	220.00	0.00	220.00
Burial Ground Fund	1000.00	1000.00	1000.00
	1000.00	1000.00	1000.00

Car Park/Pathways

Hard surfacing & damage repair (car park/drive/footpaths)	100.00	100.00	100.00	
Shingle surfacing repair/top up	140.00	140.00	140.00	
Car park Marking paint	60.00	60.00	0.00	
Thermoplastic marking	0.00	0.00	0.00	
<i>Refurbish Car Park/Path Fund</i>	<i>2000.00</i>	<i>2000.00</i>	<i>0.00</i>	
Grit (Severe Weather Policy)	250.00	250.00	250.00	
	-----	-----	-----	
	2550.00	2550.00	490.00	
Site Lighting Maintenance	500.00	500.00	500.00	
	500.00	500.00	500.00	
Site signage	100.00	100.00	100.00	
	100.00	100.00	100.00	
<u>Parish Hall</u>				
<i>Car Park Fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Refurbishment Fund</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
Annual Grant	0.00	0.00	0.00	
	-----	-----	-----	
	0.00	0.00	0.00	
<u>Community Centre</u>				
Annual Grant	0.00	0.00	0.00	
<i>Contingency</i>	<i>0.00</i>	<i>0.00</i>	<i>23000.00</i>	
Rental Valuation (next due June 2015)	0.00	0.00	0.00	
	-----	-----	-----	
	0.00	0.00	23000.00	
<u>Outside toilet (PC responsibility Aug 2009)</u>				
General maintenance	500.00	200.00		moved to Property Maintenance - General 2015
	-----	-----	-----	
	500.00	200.00	0.00	
<u>Grants & Donations</u>				
Grants £200 and Under	FROM FUND	FROM FUND	FROM FUND	
Grants Over £200	FROM FUND	FROM FUND	FROM FUND	
<i>Good Causes for Hellesdon Fund</i>	<i>1000.00</i>	<i>1000.00</i>	<i>1000.00</i>	
Donations	FROM FUND	FROM FUND	FROM FUND	
	-----	-----	-----	
	1000.00	1000.00	1000.00	
<i>Outreach Services Fund</i>	<i>500.00</i>	<i>500.00</i>	<i>500.00</i>	
	500.00	500.00	500.00	
Consumables				
Groundstaff/Office/OS Toilet	500.00	600.00	500.00	
	500.00	600.00	500.00	

COMMUTED SUM £44713.38 - INCOME & EXPENDITURE NOT INCLUDED IN BUDGET
20051199 - (313 DHR Shop/Post Office) IDENTIFIED FOR OUTSIDE TOILET REFURBISHMENT
£33101.76 REIMBURSED NOV 14 + £3640.06 to Claim. £7971.56 REMAINING

REVENUE EXPENDITURE 77900.00 88390.00 1133600.00

EXPENDITURE – CAPITAL

PROJECTS

Complete brickweave rear of HCC	2500.00	4000.00	0.00	
	-----	-----	-----	
	2500.00	4000.00	0.00	
CAPITAL EXPENDITURE	<u>2500.00</u>	<u>4000.00</u>	<u>0.00</u>	

TOTAL EXPENDITURE	<u>80400.00</u>	<u>92630.00</u>	<u>113360.00</u>
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TOTAL NET EXPENDITURE	72409.00	84439.00	105319.00
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FUNDS	as at April 2014 £	as at y/e March 2015 £	as at April 2015 £
HEL 2	263099.18	145773.46*	145773.46*
(established July 2008)			
New Burial Ground	16000.00	16000.00	17000.00
CCTV Upgrade	11000.00	11000.00	11000.00
Parish Hall Car Park	20000.00	20000.00	0.00**
War Memorial	2200.00	2200.00	2200.00
Community Centre Contingency	17000.00	17000.00	40000.00
Parish Hall Refurbishment	18000.00	18000.00	0.00**
(established December 2008)			
Parish Council Election	5000.00	1150.00	5000.00 (MAX)
Refurbish Car Park/Path Fund	57200.00	57200.00 *	57200.00*
(established April 2009)			
Office Equip (items over £100)	1400.00	1400.00	1900.00
(established July 2011)			
Car Park Soakaway (ex Project Shortfall Provision Fund)	24000.00	24000.00*	24000.00*
(established March 2012)			
Parish Poll Provision	6000.00	6000.00	6000.00 (MAX)
(established October 2012)			
Good causes for Hellesdon	12000.00	11200.00	13000.00
Mountfield Park	22738.14	23432.09	23432.09
Outreach Services	1850.00	1850.00	2350.00
(established October 2013)			
Precept Shortfall	16500.00	26210.00	13190.00***
(established November 2014)			
Equipment/Storage	0.00	44900.00	44900.00

Fund Expenditure

*Amount at Nov 2014. Dec 2014-March 2015 and April 2015 possible reduction in funds due to work for HEL 2

HCC site car park refurbishment

**April 2015 amounts removed from Parish Car Park & Refurbishment to support 2015/2016 expenditure

*** April 2015 reduced by £13020.00 to support NET expenditure to allow for NIL increase in Band D

HELD MONEY/Unspent provisions Expenditure

Reinstate driveway sinkage	500.00	500.00*	500.00*
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Held Money

*Amount at Nov 2014. Dec 2014-March 2015 and April 2015 possible reduction in held money due to work for HCC site car park refurbishment

HELLESDON PARISH COUNCIL CC7 Staff

	2014/2015		2015/2016	
	Budget £	Out-turn £	Estimate £	
INCOME				
<u>Community Centre Reimbursement</u>				
Hire Premium/Surcharge/ Sunday Out of Hours	1000.00	1000.00	1000.00	1000.00
	1000.00	1000.00	1000.00	1000.00
Second Sunday Caretaker	4600.00	3700.00	4000.00	4000.00
	4600.00	3700.00	4000.00	4000.00
TOTAL INCOME	<u>5600.00</u>	<u>4700.00</u>	<u>5000.00</u>	<u>5000.00</u>

EXPENDITURE

Remuneration (confidential spreadsheet supports figures)

Salaried Employed & Vacant positions	ALL PAY IS	188000.00)	190000.00	
Additional Payments	GROSS	24500.00)	170000.00	25000.00
		-----		-----	-----
		212500.00		170000.00	215000.00
Agency Personnel		0.00		14000.00	0.00
		0.00		14000.00	0.00
<i>Contingency Payments</i>					
Contractual/legislation Changes/Redundancy etc		0.00		350.00 incl Buy-out	10000.00
		0.00		350.00	10000.00
Relief/Temporary workers		1000.00		500.00	1000.00
		1000.00		500.00	1000.00
Employer NI Conts (above threshold)		21500.00		15000.00	21500.00
		21500.00		15000.00	21500.00
Employer PS Conts		34000.00		20000.00	38000.00
		34000.00		20000.00	38000.00
Staff Recruitment Costs					
Advertising/CRB checks/Facilitators		2500.00		500.00	2500.00
		2500.00		500.00	2500.00
Staff/Members					
Training and Courses		5000.00		2000.00	5000.00
		5000.00		2000.00	5000.00
Staff Sundries/Uniforms		700.00		700.00	1000.00
		700.00		700.00	1000.00
Employment Advice (HR Service)		2500.00		5500.00	5000.00
		2500.00		5500.00	5000.00
Personnel Costs – Referrals (Medical etc)		1500.00		1000.00	1500.00
		1500.00		1000.00	1500.00
TOTAL EXPENDITURE		<u>281200.00</u>		<u>229550.00</u>	<u>300500.00</u>
TOTAL NET EXPENDITURE		275600.00		224850.00	295500.00

FUNDS

	as at April 2014 £	as at y/e March 2015 £	as at April 2015 £
Contingency Payments (established April 2015)	0.00	0.00	10000.00

HELLEDSON PARISH COUNCIL CC8 Traffic Highways & Environment (P&R)

	2014/2015	2015/2016		
	Budget £	Out-turn £	Estimate £	
INCOME				
Bus Shelter Grant	0.00	500.00	0.00	
		0.00	500.00	0.00
Bus Shelter Ins Claim	0.00	0.00	0.00	
		0.00	0.00	0.00
TOTAL INCOME		<u>0.00</u>	<u>500.00</u>	<u>0.00</u>

EXPENDITURE – REVENUE

	FROM FUND	FROM FUND	FROM FUND	FROM FUND
	FROM FUND	FROM FUND	FROM FUND	FROM FUND
Grit Bins				
SAM2's 4weekly move	1560.00	2150.00	2150.00	2150.00
		1560.00	2150.00	2150.00
<u>Bus Shelters</u>				
Half Yearly Clean/Graffiti Removal (May & Oct)	900.00	650.00	700.00	
Repair/replace	500.00	500.00	4500.00	
	-----	-----	-----	
		1400.00	1150.00	5200.00
H/Way Bin Contribution (Posts and fixing accessories)	30.00	30.00	30.00	
		30.00	30.00	30.00
Notice Boards Repair/replace	300.00	300.00	300.00	
		300.00	300.00	300.00
Contingencies	100.00	100.00	100.00	
		100.00	100.00	100.00
REVENUE EXPENDITURE		<u>3390.00</u>	<u>3730.00</u>	<u>7780.00</u>

EXPENDITURE – CAPITAL

PROJECTS

Addnl Bus shelters	4000.00	4000.00	4000.00	
		(x1 Reepeham Rd opp W V Road)	(Poss Raymond Rd)	
		4000.00	4000.00	4000.00
Info boards to existing shelters	200.00	200.00(2 boards)	200.00 (2 boards)	
		200.00	200.00	200.00
Parish Partnership Scheme				
2015/2016 (50/50)				
20MPH Vehicle Activated Signs x4	0.00	0.00	6200.00	
2x lighting columns (Gowing & Lodore)	0.00	0.00	3000.00	
DDA kerb - Raymond Rd bus stop	0.00	0.00	750.00	
		-----	-----	
		0.00	0.00	9950.00
Litter bin adj Hellesdon	200.00	0.00	0.00	

Medical Practice Notice Board	200.00	0.00	0.00
CAPITAL EXPENDITURE	<u>4400.00</u>	<u>4200.00</u>	<u>14150.00</u>
TOTAL EXPENDITURE	<u>7790.00</u>	<u>7930.00</u>	<u>21930.00</u>
TOTAL NET EXPENDITURE	7790.00	7430.00	21930.00

HELD MONEY/Unspent provisions

	April 2014	March 2015	April 2015
	£	£	£
Grit Bins	1936.00	1846.00	1846.00

Held Money Expenditure
NIL

HELLESDON PARISH COUNCIL CC10 – Investment

	2014/2015		2015/2016
	Budget	Out-turn	Estimate
	£	£	£
INCOME			
<u>Bank Interest</u> <i>(Accrues 31 Dec – 30 Dec & debited annually 31 Dec ex Treasury Fund (if applicable) which is paid on maturity)</i>			
Precept Account	200.00	150.00	400.00
Treasury Fund (N/A)	1500.00	0.00	0.00
Gen Reserve/Emergency Account	300.00	300.00	300.00
Pre Fund Account	1000.00	2000.00	2000.00
	-----	-----	-----
TOTAL INCOME	<u>3000.00</u>	<u>2450.00</u>	<u>2700.00</u>
EXPENDITURE			
<u>Bank Interest - Reinvestment</u>			
To Treasury Fund	1500.00	0.00	0.00
To Gen Reserve/Emergency Account			
(to support Financial Reserve Management)	300.00	300.00	300.00
Pre Fund Account	1000.00	2000.00	2000.00
	-----	-----	-----
	2800.00	2300.00	2300.00
TOTAL EXPENDITURE	<u>2800.00</u>	<u>2300.00</u>	<u>2300.00</u>
TOTAL NET EXPENDITURE	(200.00)	(150.00)	(400.00)

HELLESDON PARISH COUNCIL CC11 – Bank Charges

	2014/2015		2015/2016	
	Budget £	Out-turn £	Estimate £	
INCOME	0.00	0.00	0.00	
	-----	-----	-----	
TOTAL INCOME		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 EXPENDITURE				
<u>Accounts</u>				
Current Account (from 16 Jan 2014)	500.00	800.00	900.00	
New Build Account (from 25 Nov 2013)	account closed WEF 31 March 2014			
	-----	-----	-----	
		500.00	800.00	900.00
TOTAL EXPENDITURE		<u>500.00</u>	<u>800.00</u>	<u>900.00</u>
TOTAL NET EXPENDITURE		500.00	800.00	900.00