

Assington Parish Council

Clerk report January 2022

Agenda item 2 Councillor Dispensation.

If there is an item for which you have an interest you will be unable to take part in discussion or vote in a resolution. If you wish to have your request for dispensation considered please write to the Clerk ahead of the meeting stating the reasons why you should be given dispensation.

Agenda item 6 Routine Correspondence.

If you wish to discuss an email forwarded that does not appear on the agenda please raise at this point.

There have been a variety of correspondence including:

- Referendum on neighbourhood plan
- Bramford to Twinstead Tee
- Hedgehog highways
- Playground inspection
- Bank mandate for Tony
- Headway
- Joint Local Plan
- Bird Flu

Actions

Action	Who	Complete
Pay vendors	Clerk	✓
Change Bank mandate to include Cllr Howcroft as a signature	Clerk	✓
Send draft response to planning application to Cllrs and when approved to BDC	Clerk	✓
Update financial reports	Clerk	✓
Police Review draft response	Cllr Jordon	✓
Discuss with DCllr Parker failure of BDC to follow procedure for street naming, also update on neighbourhood plan and apply for licence re jubilee garden	Cllr Hill	
Acquire quotes for Jubilee Garden	Cllr Hill	
Reclaim VAT on all appropriate remittances	Clerk	✓
Send chair contact details for Mr Thompson	Clerk	✓
Standardise Agenda to discuss Budget in November and Donations in January	Clerk	Ongoing

Finance Report

Payments to be made

WAVE £31.96 water for the allotments

£626.56 Clerk salary and Working from home allowance for 9 week period to 22 January which works out at 5.7 hours per week.

Request from Chilton Parish Council to contribute toward CILCA training

Payments made since last meeting in schedule below:

Income/Expenditure November 2021 – January 2022

Date	Ref:	Details	Expenditure	Income	VAT
17/11/2021	28	Xylem Holdings Ltd/TableTennisTables.co.uk	£518.98	£0.00	£86.49
01/12/2021	inc12	Allotment rent		£180.00	
07/12/2021	29	Gardens Arb Business Ltd	£756.00	£0.00	£126.00
07/12/2021	30	HMRC	£13.85	£0.00	
07/12/2021	31	Clerk Salary	£843.04	£0.00	
07/12/2021	32	Clerk Expenses	£833.46	£0.00	£122.33
07/12/2021	33	Richardson Landscape Construction Ltd	£3,228.00	£0.00	£538.00
07/12/2021	34	Suffolk County Council	£8,217.16	£0.00	£1,369.53
06/12/2021	inc13	Bank interest		£2.30	
18/01/2022	inc14	VAT reclaim		£2,654.92	
			£28,451.90	£114,535.07	£2,656.12
				£28,451.90	
		Total		£86,083.17	

Income, VAT reclaim £2654.93

In schedule above

Bank Reconciliation to Date				
	2020/21		2021-22	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from year end accounts		38,996.28		68,540.49
Grants	331.40	5,395.40	331.40	488.40
Bank Interest	10.00	13.51	10.00	6.31
Other = Donations, rebanked cheques Judicial review a	360.00	430.84	360.00	4,095.21
CIL	0.00	27,216.03	0.00	27,719.33
Precept		10,000.00	10,000.00	10,000.00
VAT Repayment	0.00	1,426.41	0.00	3,685.33
Total Income	£701.40	£83,478.47	£10,701.40	£114,535.07
Expenditure				
	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid			
Staff Costs, salaries, HMRC, Payroll, expenses	2,900.00	3,368.63	2,900.00	3,421.65
Admin	1,550.00	441.44	1,550.00	1,037.61
Subscriptions				198.29
Donations	600.00	700.00	600.00	950.00
Street Lighting	375.00	0.00	375.00	378.09
CIL	0.00	423.00	0.00	10,864.70
Insurance	350.00	329.28	350.00	426.24
Audit	0.00	0.00	0.00	200.00
Grass Cutting (P3 Scheme)	360.00	288.00	360.00	360.00
Licensed Footpaths	175.00	108.00	175.00	135.00
Contingency	500.00	171.00	500.00	0.00
Maintenance	630.00	563.48	630.00	335.20
Judicial Review				5,950.00
Allotments / Conservation	655.00	169.35	655.00	184.00
Neighbourhood Plan	1,500.00	6,266.48	1,500.00	1,355.00
Unbanked cheques from previous year		1,118.45		
VAT Paid	0.00	990.87	0.00	2,656.12
Total Expenditure	£9,595.00	£14,937.98	£9,595.00	£28,451.90
Totals Income - Expenditure		£68,540.49		£86,083.17
Barclays Community Account at	31 March 2021	£100.00	25 January 2022	£100.00
Barclays Business Premium at	31 March 2021	£68,440.49	25 January 2022	£85,983.17

<p>COMMUNITY</p> <p>20 - 83 - 50 10123706 Barclays Bank UK PLC</p> <p>> Show recent transactions</p>	<p>£100.00</p> <p>Available balance ?</p> <p>(£100.00 last night's balance) ?</p>	<p>Single payment</p> <p>Transfer</p> <p>More</p>
<p>Business Premium ME</p> <p>20 - 83 - 50 50123749 Barclays Bank UK PLC</p> <p>> Show recent transactions</p>	<p>£85,983.17</p> <p>Available balance ?</p> <p>(£85,983.17 last night's balance) ?</p>	<p>Single payment</p> <p>Transfer</p> <p>More</p>

Budget 2022/23

	2020/21		2021-22			2022-23
	Budget	To year end	Budget	YTD	to year end	Budget
Income						
Babergh Parish Grant	331.40	331.20	331.40	488.40		331.40
Bank Interest	10.00	24.35	10.00	6.31		10.00
Other =Donations and Allotments	360.00	5,434.00	360.00	360.00		360.00
Donations Judicial Review				3,735.21		
Precept	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
VAT Repayment	0.00	1,426.41	0.00	3,685.33		500.00
Total Income	701.40	17,215.96	10,701.40	18,275.25		£11,201.40
b/f from 2021				68540.49		
CIL	0.00	27,216.03	0.00	27,719.33		0.00
Total Including b/f from 2021				£114,535.07		
Expenditure						
Staff Costs	2,900.00	3,368.63	2,900.00	3,302.15		3,575.00
Administration	1,550.00	441.44	1,550.00	1,157.11		300.00
Donations made	600.00	700.00	600.00	950.00		1,000.00
Electricity for Street Lighting	375.00	0.00	375.00	378.09		500.00
Insurance	350.00	329.28	350.00	426.24		450.00
Audit	0.00	0.00	0.00	200.00		350.00
Grass cutting P3 Scheme	360.00	288.00	360.00	360.00		330.00
Licensed Footpaths	175.00	630.00	175.00	135.00		150.00
Contingency	500.00	108.00	500.00	0.00		500.00
Maintenance of assets	630.00	563.46	630.00	335.20		630.00
Water and associated costs for Allotments / Conservation	655.00	435.39	655.00	189.00		655.00
Neighbourhood Plan	1,500.00	6,266.48	1,500.00	1,355.00		0.00
Judicial Review		274.98		5,950.00		
Subscriptions				193.29		
VAT Paid	0.00	990.87	0.00	2,656.12		500.00
Total Expenditure	9,595.00	14,396.53	9,595.00	17,587.20		£8,940.00
CIL	0.00	423.00	0.00	10,864.70		0.00
Total expenditure + CIL = cashbook				£28,451.90		

CIL Budget					
	2017-18	2018-19	2019-20	2020-21	2021/22
	Full year	Full year	Full year	Full year	Full year
Total received in year	£3,221.78	£6,224.51	£16,697.14	£27,216.03	£27,719.33
Total retained CIL (previous year retained plus new receipts)	£3,221.78	£9,446.29	£22,921.65	£48,014.94	£75,311.27
Assington Village Charity for Playground		£3,221.78	£1,778.22		
Footpath signs			£81.58		
Noticeboard repair			£262.94		
New bench for playing field				£423.00	
Upgrade to Footpath 20					£2,690.00
Highways/Road safety (SCC)					£6,847.63
Table tennis club					£1,327.07
Jubilee Green					
Total CIL expenditure	£0.00	£3,221.78	£2,122.74	£423.00	£10,864.70
Net retained CIL	£3,221.78	£6,224.51	£20,798.91	£47,591.94	£64,446.57

<u>Summary Position</u>					
	2018/19	2019/20	2020/21	2021/22	2022 / 23
START OF YEAR					
Earmarked Reserves	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
General Reserves	7,539.26	6,765.00	8,446.39	8,446.39	
Total Reserves	15,222.90	11,265.00	12,946.39	12,946.39	
Income ex Precept	696.40	696.20	701.40	701.40	1,201.40
Precept	8,594.94	9,500.00	9,500.00	10,000.00	10,000.00
Total	9,291.34	10,196.20	10,201.40	10,701.40	11,201.40
Expenditure	9,293.32	9,750.00	9,595.00	17,587.20	9,140.00
Tax Base	£177.22	£204.29	£216.32	£216.32	£238.67
Band D Council Tax	£48.98	£46.50	£43.92	£46.23	£46.92

Precept 2022/23

According to the tax base calculator

Due to new building in the parish you can choose to receive £10,000 in precept as per previous years and it will show at council tax band D, a decrease per household from £46.92 last year to £41.90 in the next financial year which is a saving per household of 10.7% on the Parish Council part of the precept – or in layman’s terms a saving of about £5 per household which would offset the rises elsewhere in the rates.

On the other hand

We could take into account the new builds in the parish and choose to opt for a 0% increase in council tax per household which would set the precept at £11.198 and show the parish council precept in Council Tax Band D as £46.92 last year and £46.92 this year. It occurred to the clerk that the increase could offset the Platinum Jubilee celebrations at no real cost to the parishioners.

Alternatively I’m sure you will have better suggestions.

Click in cell A2 below then use dropdown arrow to select parish		2021/22	2022/23	
Assington		FIXED Actual	Illustrative	
Based on Precept requirement				
Council tax base	A	213.14	238.67	
*Total Precept (Note 1)	B	£10,000	£10,000	Type in precept requirement for 2022/23
Band D Council Tax (B/A) =	C	£46.92	£41.90	% Increase = -10.70% This is what is shown on the council tax bill
Based on Council Tax % Increase				
Council tax base	A	213.14	238.67	
*Total Precept (Note 1)	B	£10,000	£11,198	
Band D Council Tax (B/A) =	C	£46.92	£46.92	
Council Tax increase for 2022/23 in %			0.00%	Type in Council Tax % increase
Notes				
1 The total amount which is collected from Council Taxpayers for the Parish				
* These amounts will change whenever the tax base changes				

End of report