

	2023-2024 Budget	Actual 27 Oct 2023	Forecast to 31 March 2024	Draft Budget 2024/25	
Receipts					
Precept	9,500.00	9,500.00	9,500.00	9,975.00	5% increase used for budget 24/25
Summer Event	250.00	484.43	484.43	250.00	
Winter Event		300.00	300.00		received from locality grant
Coronation/May Celebration					
TOTAL	9,750.00	10,284.43	10,284.43	10,225.00	
Expenditure					
Administration					
Clerk Expenses	200.00		200.00	200.00	
Office & Admin	300.00	508.32	508.00	300.00	overspend on Scribe £453+vat using reserves
Payroll Service	70.00		70.00	70.00	
Audit Costs	100.00	100.00	100.00	150.00	
Website hosting	150.00	129.99	130.00	150.00	
Insurance	450.00	458.14	458.00	460.00	
Hall Hire	65.00	53.50	89.50	100.00	The overspend this year is due to late payment of invoices from 2022/23, the increase in next year is due to possible invoices from CCT
Training	90.00	47.00	90.00	364.00	I believe there are many areas that training will assist in this coming year
Newsletter	320.00	205.00	320.00	330.00	6 newsletters at £55/printing
Events					
Summer Event	900.00	874.50	900.00	900.00	
Winter Event	500.00		500.00	500.00	
Spring national celebrations	500.00	168.74	168.74	500.00	2023 Coronation; 2024 D-Day
General					
Poppy Wreath	25.00	16.67	16.67	20.00	
Kiosk Electricity	110.00	93.82	93.82	110.00	
AED (automated external defibrillator)	100.00		100.00	100.00	
Bank Charges		36.00	72.00	72.00	£6/month service charge
CAB Donation (Citizens Advice Bureau)		50.00	50.00	50.00	

Litter Picking					
Buckland Litter Pick	1,140.00	760.00	1,140.00	1,140.00	
Chipping Litter Pick	1,140.00	950.00	1,330.00	1,140.00	The overspend this year is due to late payment of invoice from 2022/23
Maintenance					
Grass Cutting	2,500.00	3,080.00	3,080.00	4,000.00	12 cuts a year, between April and October each cut previously cost £280 no VAT
Dog Litter Bins	650.00	615.71	615.71	650.00	4 dog bins 65 times a year
Trees	200.00		200.00	200.00	Lines of responsibility under review
Bus Shelters	480.00	400.00	480.00	600.00	Mick has quoted £100 to clean the bus shelters, and inside and out of the kiosks
Salary					
Salary & PAYE	2,550.00	1,381.82	2,550.00	2,575.50	This typically increases annually in line with NALC.
Subscriptions					
HAPTC	146.00	145.86	146.00	147.00	Hertfordshire Association of Parish and Town
ICO	40.00		40.00	40.00	Information Commissioners Office (GDPR)
SLCC	70.00		70.00		Society of Local Council Clerks is the professional body for local council clerks
Contingency reserve	100.00				2023 budget has covered overspend for
Technology Reserve	50.00				administration
Other reserves	200.00			350.00	
Earmarked reserves					
Election Reserve	600.00			600.00	
Kiosk refurb	350.00			350.00	
TOTAL EXPENDITURE	14,096.00	10,075.07	13,518.44	16,168.50	
TOTAL INCOME	9,750.00	10,284.43	10,284.43	10,225.00	
Spending from Reserves	4,346.00	-209.36	3,234.01	5,943.50	
Opening bank accounts					
Unity Trust Bank	18,592.64	20,570.26	20,570.26		
TOTAL bank					
add projected income	9,750.00		10,284.43		
less projected expenditure	14,096.00		13,518.44		
Anticipated year end reserves	14,246.64		17,336.25		