FORTON PARISH COUNCIL

Finance Report For The Meeting To Be Held On Wednesday 23 November 2022

1 2021/2023 Quarter Three

Attached is the financial statement dated 02 November 2022. It balances to the latest bank statements: -

Current Account @ 04 November 2022	£110.00
Reserve Account @ 04 November 2022	£1401.72
TOTAL	£1511.72

2 Payments for Approval

Precept Payments	Budget £ p	Agree to Pay
Clerk's Salary – 3 rd quarter *(net)	£90.95	
PAYE	£22.80	
Clerk's Expenses – 3 rd quarter	15.00	
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^{*}The gross salary is £113.75; PAYE is determined by the payroll service.

The council is asked to approve the above payments.

ACTION: council

3 Budget 2023/2024

Please find attached a draft budget for next year. This is based on the forecast to the year's end which indicates a precept balance brought forward of £879.22. The draft budget requires a precept of £1,229.65 (£593.00 + £593.00 + Council Tax Support Grant expected to remain at £43.65).

Year	Annual Precept £ p
2023-2024	1,229.65
2022-2023	1,045.46
2021-2022	1,110.83
2020-2021	1,072.27
2019-2020	976.00

Inflation is at a particularly high rate at present, the Consumer Prices Index (CPI-All items) in October 2022 stands at +10.1%. However; I do not believe that many of the services we

purchase will be increasing by as much as this. I think it likely that most organisations we use will try to hold increases closer to 5%, so it is 5% I am generally applying in the budget. As far as our clerk's salary is concerned, I believe we should apply the same 5% to the salary but also add a 3% bonus to help compensate for the current high inflation. This bonus to be just for this year and being a bonus it is an increase that will not be carried forward. In these more unstable times I feel the general contingency should be raised from 15% to 20% (£301.00). The reserve is maintained at £300.00.

The one significant new item is £300 for councillor training. This is a proposal put forward by the Chairman to offer specific training particularly to newer councillors to help them become more effective, sooner. Training courses are offered throughout the year by SPCA. Some of this additional expense is offset by the large savings realised on our insurance last year and expected to continue going forward.

Stafford Borough Council has not yet announced its concurrent grant but it is expected to remain the same as the previous several years, £270 (2 x £135). The council is asked to authorise the RFO to ask SBC for the maximum concurrent grant.

ACTION: council

The council is asked to debate the draft budget, make any amendments its sees fit and then approve it (as amended).

ACTION: council

4 Concurrent Grants

Any Concurrent Grants for the current year must be made by 31 March 2023 or be forfeit back to Stafford Borough Council. The council therefore needs to encourage applications that need to be considered no later than the meeting next March.

5 Banking

The NatWest bank account is now available as an app that appears to be working well. NatWest has also just informed me that it will be offering dual authority payments via the app. This means that we may be able to ditch the cheque book in the foreseeable future. I shall investigate and report back in due course.

David Carver

Forton Parish Council

YEAR 2022/2023 - QUARTER 3 FINANCIAL STATEMENT

	RECEIPTS PAYMENTS						1	BALANCE	
date	description	£ budget	£ actual	date	date description £ budget £ actual			£	
PRECEPT	<u>. </u>	-	-		<u>. </u>	•		•	
01-Apr-22	opening balance	723.95	714.88	06-Apr-22	SPCA annual subscription, 2022-23	101.87	101.30		1,665.22
07-Apr-22	precept Stafford BC, tranche 1	505.04	505.04	11-May-22	clerk's salary, gross, quarter 1	113.75	91.15	net	1,574.07
07-Apr-22	Council Tax Support Grant, tranche 1	20.42	20.42	May-22	PAYE	nil	22.60		1,551.47
06-Oct-22	precept Stafford BC, tranche 2	505.04	505.04	11-May-22	clerclerk's expenses, quarter 1	15.00	nil		1,551.47
06-Oct-22	Council Tax Support Grant, tranche 2	20.43	20.43	May-22	election costs contingency	176.63	nil		1,551.47
29-Apr-22	Interest	nil	0.04	23-May-22	general insurance 01 June - 31 May	339.57	196.00		1,355.47
31-May-22	Interest	nil	0.09	29-Jul-22	clerk's salary, gross, quarter 2	113.75	90.95	net	1,264.52
30-Jun-22	Interest	nil	0.07	Aug-22	PAYE	nil	22.80		1,241.72
28-Jul-22	Interest	nil nil	0.07 0.07	28-Jul-22	clerclerk's expenses, quarter 2	15.00	nil nil		1,241.72 1,241.72
31-Aug-22 30-Sep-22	Interest Interest	nil	0.07	Sep-22 Nov-22	annual audit fee clerk's salary, gross, quarter 3	nil 113.75	nii	net	1,241.72
31-Oct-22	Interest	nil	0.13	Nov-22	PAYE	nil		net	
Nov-22	Interest	nil	0.24	Nov-22	clerk's expenses, quarter 3	15.00			
Dec-22	Interest	nil		Nov-22	website domain 2 yrs accrual due Nov 23	12.34		#	
Jan-23	Interest	nil		Jan-23	parish hall rent for calendar year 2023	135.00		"	
Feb-23	Interest	nil		Mar-23	clerk's salary, gross, quarter 4	113.75		net	
Mar-23	Interest	nil		Mar-23	PAYE	nil			
14101 20	intorost			Mar-23	clerk's expenses, quarter 4	15.00			
				a. 20	sioni o oxponoso, quanto i	.0.00			
	TOTAL INTEREST		0.71		circa 15% general contingency	192.00			
	TOTAL PRECEPT	1,050.93			reserve	300.00			
		£ 1,774.88 £	1,766.52			£ 1,772.41	£ 524.80	1	£ 1,241.72
CONCURRE	NT GRANT		•		-			•	
01-Apr-22	opening balance	nil	nil	Mar-23	Forton PCC grant (Items for attention)	67.50			
07-Apr-22	concurrent Stafford BC, tranche 1	135.00	135.00	Mar-23	Forton PCC Churchyard upkeep grant	67.50			
06-Oct-22	concurrent Stafford BC, tranche 2	135.00	135.00	Mar-23	Forton Parish Hall grant	67.50			
				Mar-23	Forton Cricket Club grant	67.50			
<u> </u>		£ 270.00 £	270.00			£ 270.00	£ -	i	£ 270.00
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Dates in full agree with cheque stubs and/or bank statement.
Invoice will be paid by RFO and reclaimed via expenses in Nov 2023

Forton Parish Council

YEAR 2022/2023 - FORECAST TO YEAR END

date description E Dudget E actual Cate	RECEIPTS PAYMENTS							1	BALANCE	
01-App-22	date	description	£ budget	£ actual	date	description	£ budget	£ actual		£
11-May-22	PRECEPT				<u> </u>	•			4	
1-May-22	01-Apr-22	opening balance	723.95	714.88	06-Apr-22	SPCA annual subscription, 2022-23		101.30		1,665.22
De-Oct-22	07-Apr-22	precept Stafford BC, tranche 1	505.04	505.04	11-May-22	clerk's salary, gross, quarter 1	113.75	91.15	net	1,574.07
Co-0ct-22	07-Apr-22	Council Tax Support Grant, tranche 1	20.42	20.42	11-May-22	PAYE	nil	22.60		1,551.47
Council Tax Support Grant, tranche 2 20.43 20.43 20.43 20.44 1.551.47 20.594-pr.22 20.547-pr.22	06-Oct-22	precept Stafford BC, tranche 2	505.04	505.04	May-22	clerk's expenses, quarter 1	15.00	nil		1,551.47
29-Apr-22 Interest nil 0.04 23-May-22 general insurance 01 June - 31 May 339.57 196.00 1,355.47 30-Jun-22 Interest nil 0.07 22 clerk's salary, gross, quarter 113.75 90.95 net 1,284.52 30-Jun-22 Interest nil 0.07 28-Jul-22 clerk's salary, gross, quarter 15.00 nil 1,241.72 31-Aug-22 Interest nil 0.07 31-Aug-22 Interest nil 0.04 Nov-22 clerk's salary, gross, quarter 3113.75 90.95 net 1,241.72 30-Gep-23 Interest nil 0.24 Nov-22 website domain 2 yes occurred due 2 2 2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3		Council Tax Support Grant, tranche 2	20.43	20.43	May-22	election costs contingency	176.63	nil		1,551.47
31-May-22 Interest nil 0.09 29-Jul-22 clerk's salary, gross, quarter 2 113.75 90.95 net 1.284.52	29-Apr-22	Interest	nil	0.04	23-May-22	general insurance 01 June - 31 May	339.57	196.00		1,355.47
28-Jul-22 Interest nii 0.07 Aug-22 clerk's expenses, quarter 2 15.00 nii 124.17.2	31-May-22	Interest	nil	0.09	29-Jul-22	clerk's salary, gross, quarter 2	113.75	90.95	net	1,264.52
1241,722 Interest nil 0.07 0.13 0.05 0.15	30-Jun-22	Interest	nil	0.07	28-Jul-22	PAYE	nil	22.80		1,241.72
131-4ug-22 Interest nii 0.07 0.13 0.13 0.15 0.13 0.15	28-Jul-22	Interest	nil	0.07	Aug-22	clerk's expenses, quarter 2	15.00	nil		1,241.72
30-Sep-22 Interest nil 0.13 Nov-22 clerk's scalary, gross, quarter 3 113.75 90.95 net 1,150.77	31-Aug-22	Interest	nil	0.07	Sep-22	annual audit fee	nil	nil		1,241.72
Nov-22	30-Sep-22	Interest	nil	0.13	Nov-22	clerk's salary, gross, quarter 3	113.75	90.95	net	1,150.77
Nov-22	31-Oct-22	Interest	nil	0.24	Nov-22	PAYE	nil	22.80		1,127.97
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07-Apr-22 concurrent Stafford BC, tranche 1 135.00 135.00 135.00 Mar-23 Forton PCC Churchyard upkeep grant 67.50	01-Apr-22	opening balance	nil	nil	Mar-23	Forton PCC grant (Items for attention)	67.50	67.50	1	202.50
06-Oct-22 concurrent Stafford BC, tranche 2 135.00 135.00 Mar-23 Forton Parish Hall grant Forton Cricket Club grant 67.50	07-Apr-22	concurrent Stafford BC, tranche 1		135.00	Mar-23		67.50	67.50		135.00
Mar-23 Forton Cricket Club grant 67.50 67.50 -	06-Oct-22	concurrent Stafford BC, tranche 2	135.00	135.00	Mar-23			67.50		67.50
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Reconciliation TOTAL £ 1,511.72		Silcieared I	unus TOTAL L				0.1016			£ 151172

Dates in full agree with cheque stubs and/or bank statement.
Invoice will be paid by RFO and reclaimed via expenses in Nov 2023

Forton Parish Council

DRAFT BUDGET FOR YEAR 01 APRIL 2023 to 31 MARCH 2024

	RECEIPTS						
date	description	£ budget		date	description	£ budget	
PRECEPT					•		
01-Apr-23	Forecast opening balance b/f	879.22		May-23	clerk's salary, gross Q1; £119.44+£3.41 bonus	122.85	
Apr-23	Precept required from Stafford BC, tranche 1	593.00		May-23	clerk's expenses, Q1	15.00	
Apr-23	Council Tax Support Grant, tranche 1	21.82		May-23	SPCA annual subscription (01 May - 31 April)	106.37	
Oct-23	Precept required from Stafford BC, tranche 2	593.00		May-23	election costs contingency	185.46	
Oct-23	Council Tax Support Grant, tranche 2	21.83		Jun-23	general insurance	205.80	
	TOTAL PRECEPT		1,229.65	Jun-23	parish hall rent for year 2023 (01 Jan - 31 Dec)	141.75	
1				Sep-23	clerk's salary, gross Q2; £119.44+£3.41 bonus	122.85	
				Sep-23	clerk's expenses, Q2	15.00	
				Oct-23	annual audit fee	nil	
				Nov-23		15.55	
1				Nov-23	clerk's salary, gross Q3; £119.44+£3.41 bonus	122.85	
				Dec-23	clerk's expenses, Q3	15.00	
				Mar-24	clerk's salary, gross Q4; £119.44+£3.41 bonus	122.85	
1				Mar-24	clerk's expenses, Q4	15.00	
1					Proposed Cllr training spread across the year	300.00	
1					sub-total	1,506.33	
1					20% general contingency*	301.00	
					reserve*	300.00	
	La contraction de la contracti	£ 2,108.87				£ 2,107.33	
CONCURRE	NT						•'
01-Apr-23	Forecast opening balance	nil		Mar-24	Forton Parochial Church Council*	67.50	
Apr-23	Concurrent grant from SBC, tranche 1	135.00		Mar-24	Churchyard upkeep*	67.50	
Oct-23	Concurrent grant from SBC, tranche 2	135.00		Mar-24	Forton Parish Hall*	67.50	
1				Mar-24	Forton Cricket Club*	67.50	
1							
1					* Organisations and amounts are indicative only		
1							
		£ 270.00				£ 270.00	

Councillor training: Chairman has outlined a proposal to make SPCA training sessions available

General increases at 5% being almost half of CPI - All Items, October 2022 + 10.1%.

Budgeted payments are the best estimates available and where possible, based on last year's actual payments.

Clerk's salary Review: Suggested is 5% (£5.63) onto basic salary plus a 3% (£3.41) inflation bonus, for this year only. Clerk's expenses remain unchanged.

Stafford Borough Council is expected to maintain the concurrent grant the same as several previous years; £270.00.

Total Precept is £1229.65; last year was £1,050.93; previous year was £1,110.83; year before that was £1,072.27.

Precept includes Council Tax Support Grant of £43.65 (not expected to change).

Contingecy is raised to 20% of budgeted payments, reflecting greater volatility; Reserve is maintained at £300. (*both rounded to nearest £).

The band 'D' charge will be calculated by SBC.