

West Dean Parish Council draft budget 2025/26

	2023/24	2024/25	2024/25	2024/25	2024/25	
	Actual at 31/03/24	Budget 2023/24	Actual at 30/09/24	% of budget	Draft budget	Notes
<b>Expenditure</b>						
<b>Subscriptions/S137 &amp; S142</b>						
WSALC/NALC subscription	£144.35	£140.90	£140.90	100%	£150.00	
S137 & S142	£0.00	£0.00	£0.00	0%	£0.00	
	<b>£144.35</b>	<b>£140.90</b>	<b>£140.90</b>	<b>100%</b>	<b>£150.00</b>	
<b>Cemetery</b>						
Cemetery	£2,000.00	£2,000.00	£1,500.00	75%	£2,000.00	grass cutting and maintenance?
Churchyard	£600.00	£1,000.00	£700.00	70%	£1,000.00	
Table tombs	£0.00	£0.00	£0.00	0%	£500.00	Barrier?
	<b>£2,600.00</b>	<b>£3,000.00</b>	<b>£2,200.00</b>	<b>73%</b>	<b>£3,500.00</b>	
<b>Capital schemes</b>						
Traffic/Speedwatch Group/SID	£0.00	£0.00	£0.00	0%	£0.00	
General village maintenance	£0.00	£1,000.00	£0.00	0%	£0.00	
Noticeboard	£0.00	£0.00	£0.00	0%	£0.00	
	<b>£0.00</b>	<b>£1,000.00</b>	<b>£0.00</b>	<b>0%</b>	<b>£0.00</b>	
<b>Services</b>						
Street lights 12/13	£893.92	£1,000.00	£931.48	93%	£1,050.00	
Bin emptying	£920.72	£450.00	£0.00	0%	£1,000.00	
Salt bins	£0.00	£0.00	£0.00	0%	£0.00	
	<b>£1,814.64</b>	<b>£1,450.00</b>	<b>£931.48</b>	<b>64%</b>	<b>£2,050.00</b>	
<b>Communications</b>						
Website hosting and emails	£50.00	£80.00	£110.00	138%	£120.00	
Valley diary/publicity	£0.00	£0.00	£0.00	0%	£0.00	
Events	£2,150.54	£2,000.00	£447.30	22%	£2,000.00	
	<b>£2,200.54</b>	<b>£2,080.00</b>	<b>£557.30</b>	<b>27%</b>	<b>£2,120.00</b>	
<b>Administration</b>						
Audit	£336.60	£250.00	£445.00	178%	£500.00	
Insurance	£608.25	£650.00	£617.00	95%	£650.00	

	Payroll services	£180.00	£180.00	£90.00	50%	£180.00	
	Home used as office	£216.00	£216.00	£108.00	50%	£216.00	
	Mobile phone	£105.00	£200.00	£112.70	0%	£210.00	
	MS 365	£115.50	£125.00	£61.80	49%	£130.00	
	Stationery/printing	£77.52	£60.00	£63.90	107%	£100.00	
	Postage	£5.50	£20.00	£19.15	0%	£20.00	
	Room hire	£20.00	£0.00	£0.00	0%	£0.00	
	Training	£0.00	£100.00	£0.00	0%	£100.00	
	Data protection fee	£35.00	£35.00	£35.00	0%	£35.00	
	Election	£238.50	£100.00	£0.00	0%	£250.00	EMR for contested election?
	Office equipment	£104.99	£0.00	£0.00	0%	£100.00	EMR for replacement equipment?
	Chairman's expenses	£99.75	£50.00	£0.00	0%	£50.00	
	Clerk's mileage	£162.81	£100.00	£53.56	54%	£150.00	
		<b>£2,305.42</b>	<b>£2,086.00</b>	<b>£1,606.11</b>	<b>77%</b>	<b>£2,691.00</b>	
<b>Employment</b>							
	Clerk's salary (gross)	£6,539.92	£7,600.00	£3,616.52	48%	£7,800.00	
	Employer national insurance	£0.00	£0.00	£0.00	0%	£450.00	
		<b>£6,539.92</b>	<b>£7,600.00</b>	<b>£3,616.52</b>	<b>48%</b>	<b>£8,250.00</b>	
	<b>Total expenditure (net)</b>	<b>£15,604.87</b>	<b>£17,356.90</b>	<b>£9,052.31</b>	<b>52%</b>	<b>£18,761.00</b>	
	<b>VAT on expenditure</b>						
	<b>Total expenditure (gross)</b>	<b>£15,604.87</b>		<b>£9,052.31</b>			
<b>Income</b>							
	Cemetery income	£0.00	£0.00	£0.00		£0.00	
	Grants	£400.00	£0.00	£1,612.98		£0.00	
	Misc. income	£66.00	£0.00	£18.00		£0.00	
	VAT	£1,434.52	£0.00	£7,901.69		£0.00	
	Bank interest (Santander)	£63.18	£0.00	£27.48		£0.00	
	<b>Total income</b>	<b>£1,963.70</b>	<b>£0.00</b>	<b>£9,560.15</b>		<b>£0.00</b>	
	<b>Income</b>						
	<b>Total expenditure - total income:</b>	<b>£13,641.17</b>	<b>£17,356.90</b>	<b>£9,052.31</b>		<b>£18,761.00</b>	

<b>Precept</b>	<b>£13,891.50</b>	<b>£17,357.00</b>	£17,357.00		<b>£18,761.00</b>	
<b>Rounded Precept</b>					<b>£18,761</b>	
<b>Surplus/deficit</b>	<b>£250.33</b>	<b>£0.10</b>	<b>-£9,052.31</b>		<b>£0.00</b>	

Earmarked reserve @ 31 March 2024	£20,000.00		£58,670.24			
General reserve @ 31 March 2024	£14,629.00		£16,122.90			
<b>Balance</b>	<b>£34,629.00</b>		<b>£74,793.14</b>			

1. Precept required for 2024/25	£17,357			
<b>2. Precept required for 2025/26</b>	<b>£18,761</b>			
3. Taxbase 2024/25	£215.50			
4. Taxbase 2025/26				
			<b>Per month:</b>	<b>Per week:</b>
5. Charge per Band D property 2024/25	£80.54		£6.71	£1.55
6. Charge per Band D property 2025/26	#DIV/0!		#DIV/0!	#DIV/0!
<b>7. % increase in Precept (cash terms)</b>	<b>8.09%</b>			
<b>8. % increase in Precept per Band D property</b>	<b>#DIV/0!</b>			
9. Increase per month per Band D property 2025/26	#DIV/0!			
10. Increase per week per Band D property 2025/26	#DIV/0!			

### 1. Payments for approval, 13 November 24

		<b>Total</b>	<b>Net</b>	<b>VAT</b>
BACS	Confidential payments Nov 24			
		Payslip due end of November		
BACS	Working from home allowance Nov 24	18.00	18.00	0.00
BACS	HMRC Nov 24	120.40	15.00	0.00
BACS	Chichester Payroll Services Nov 24	15.00	15.00	0.00
BACS	Clerk's mileage Nov 24	13.39	13.39	0.00
BACS	MS 365 Nov 24	12.36	10.30	2.06
BACS	O2 mobile phone Nov 24	22.85	19.04	3.81
		<b>202.00</b>	<b>90.73</b>	<b>5.87</b>

### 2. Payments made since the last meeting, 11 September 24

		<b>Total</b>	<b>Net</b>	<b>VAT</b>
BACS	Confidential payments Oct 24	482.12	482.12	0.00
BACS	Working from home allowance Oct 24	18.00	18.00	0.00
BACS	HMRC Oct 24	120.60	120.60	0.00
BACS	Chichester Payroll Services Oct 24	15.00	15.00	0.00
BACS	MS 365 Oct 24	12.36	10.30	2.06
DD	O2 mobile phone Oct 24	22.85	19.04	3.81
BACS	Gallagher insurance 2024/25	617.00	617.00	0.00
DD	Information Commissioners Office Data Protection Fee 2024/25	35.00	35.00	0.00
		<b>1,322.93</b>	<b>1,317.06</b>	<b>5.87</b>

### 3. Receipts since the last meeting, 11 September 24

BACS	Aerial Direct mobile phone discount 18/09/24	3.00
BACS	Aerial Direct mobile phone discount 16/10/24	3.00
BACS	HMRC VAT refund 01/04/24-30/09/24	898.96
BACS	Santander bank interest 01/09/24	5.58
BACS	Santander bank interest 01/10/24	5.40
		<b>915.94</b>

### 4. Bank reconciliation

#### Barclays

<b>Balance per statement 31/10/24</b>	<b>£55,729.84</b>
Less outstanding payments	£0.00
Add outstanding receipts	£0.00
Add petty cash	£0.00
<b>Revised bank</b>	<b>£55,729.84</b>

#### Cashbook control

<b>Balance forward 01/04/24</b>	<b>£40,057.93</b>
Add total receipts to date	£27,791.63
Less total payments to date	£12,119.72
<b>Cashbook at 31/10/24</b>	<b>£55,729.84</b>

**Santander**

<b>Balance per statement 01/10/24</b>	<b>£6,312.07</b>
Less outstanding payments	£0.00
Add outstanding receipts	£0.00
Add petty cash	£0.00
<b>Revised bank</b>	<b>£6,312.07</b>

**Cashbook control**

<b>Balance forward 01/04/24</b>	<b>£6,279.19</b>
Add total receipts to date	£32.88
Less total payments to date	£0.00
<b>Cashbook at 01/10/24</b>	<b>£6,312.07</b>

**Total in both accounts** **62,041.91**

## West Dean Parish Council 2024/25: Budget monitoring report

### 1. Profit and loss budget v actuals

Barclays	2023-24	2024-25	2024-25		Variance £	Variance %
	YTD	YTD	Budget	% of Budget		
<b>Income</b>						
Precept	£13,891.50	£17,357.00	£17,357.00	100.0%	£3,465.50	25%
Cemetery	£400.00	£0.00	£0.00		-£400.00	
Grants/Earmarked Reserves	£59,106.56	£1,612.98	£0.00		-£57,493.58	-97%
Misc. income	£66.00	£21.00	£0.00		-£45.00	-68%
VAT reimbursed	£1,434.52	£8,800.65	£0.00		£7,366.13	513%
<b>Total income:</b>	<b>£74,898.58</b>	<b>£27,791.63</b>	<b>£17,357.00</b>	<b>160.1%</b>		
<b>Expenditure</b>						
Subs, S137 & S142	£144.35	£140.90	£140.90	100.0%	-£3.45	-2%
Cemetery	£2,600.00	£2,200.00	£3,000.00	73.3%	-£400.00	-15%
Capital schemes	£0.00	£0.00	£1,000.00	0.0%	£0.00	
Services	£1,814.84	£931.48	£1,450.00	64.2%	-£883.36	-49%
Communications	£2,209.54	£1,136.50	£2,080.00	54.6%	-£1,073.04	-49%
Administration	£2,269.42	£1,653.45	£2,086.00	79.3%	-£615.97	-27%
Employment	£6,539.92	£4,219.24	£7,600.00	55.5%	-£2,320.68	-35%
Grants/Earmarked Reserves	£39,070.24	£933.32	£0.00	0.0%	-£38,136.92	
VAT to claim on expenditure	£8,604.85	£904.83	£0.00	0.0%	-£7,700.02	-89%
<b>Total expenditure:</b>	<b>£63,253.16</b>	<b>£12,119.72</b>	<b>£17,356.90</b>	<b>69.8%</b>		
Income over expenditure	£11,645.42	15,671.91	0.10			

Barclays	2023-24	2024-25
Balance forward (Bfwd)	£28,412.51	£40,057.93
Income	£74,898.58	£27,791.63
Expenditure	-£63,253.16	-£12,119.72
Carry forward (Cfwd)	£40,057.93	£55,729.84

Santander	2023-24	2024-25
Balance forward (Brwd)	£6,216.01	£6,279.19
Income	£63.18	£32.88
Expenditure	£0.00	£0.00
Carry forward (Cfwd)	£6,279.19	£6,312.07

<b>Total cash in both accounts</b>	<b>£46,337.12</b>	<b>£62,041.91</b>
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### 2. Earmarked reserves

	Bfwd	Income	Expenditure	Transfers	Cfwd
General reserve	£6,300.80	£26,211.53	-£12,119.72		£20,392.61
Village gateways/speeding/cemetery	£20,000.00	£0.00	-£933.32	£0.00	£19,066.68
WSCC Operation Watershed 2023	£0.00	£0.00	£0.00	£0.00	£0.00
WSCC Operation Watershed 2024	£20,036.32	£0.00	£0.00	£0.00	£20,036.32
SDNPA CIL 2024/25	£0.00	£1,612.98	£0.00	£0.00	£1,612.98
<b>Total earmarked reserves</b>	<b>£40,036.32</b>	<b>£1,612.98</b>	<b>-£933.32</b>	<b>£0.00</b>	<b>£40,715.98</b>
<b>Final balances</b>	<b>£46,337.12</b>	<b>£27,824.51</b>	<b>-£12,119.72</b>	<b>£0.00</b>	<b>£62,041.91</b>