



# Bishopstoke Parish Council

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**Members of the Finance Committee are summoned to attend a meeting on  
Tuesday 13<sup>th</sup> December 2022 at 7:30pm at Bishopstoke Methodist Church, Sedgwick Road.  
This meeting is open to the public.**

## AGENDA

### PUBLIC SESSION

1. Apologies for Absence
2. To adopt and sign Minutes of the Finance Committee meeting held on 25<sup>th</sup> October 2022
  - *Local Government Act 1972, Sch. 12, para 41*
3. Declarations of Interest and Requests for Dispensations
  - *Bishopstoke Parish Council Code of Conduct, Section 9*
4. To approve reports on Council finances
  - *Updates on actions from previous meetings and any matter within the Committee's responsibilities*
5. To recommend a virement to a maximum of £5,000 from reserves to the Underwood Road plot clearance budget
6. To make a recommendation for the budget for the financial year 2023-24
  - *Bishopstoke Parish Council Standing Orders, Para 3*
7. To make a recommendation for funding the budget and the precept request for the financial year 2023-24
  - *Bishopstoke Parish Council Standing Orders, Para 3*
8. To approve a grant request from St Mary's Church
9. Date, time, place and agenda items for next meeting –
  - *14<sup>th</sup> February 2022, 7:30pm, Bishopstoke Methodist Church (Local Government Act 1972, Sch. 12, Part II, Para 8)*

**S Thorogood**  
**Responsible Finance Officer to Bishopstoke Parish Council**  
**7<sup>th</sup> December 2022**

**Minutes of a Meeting of the Finance Committee  
held at Bishopstoke Methodist Church  
commencing at 7:15pm on 25 October 2022**

**Present:** Cllrs C McKeone (Acting Chair until para 20), A Dean, R Dean and Winstanley (Chair from para 20)

**In Attendance:** Mr D Wheal (Clerk to Bishopstoke Parish Council)

**Public Attendance:** 0 members of the public were present.

**FIN\_2223\_M03/**

**Public Session**

**19 Election of Chair**

19.1 Proposed Cllr C McKeone, seconded Cllr R Dean, **RESOLVED** unanimously that Cllr Winstanley be elected Chair of the Finance Committee.

*Cllr Winstanley took over chairing the meeting at this point.*

**20 Election of Vice Chair**

20.1 Proposed Cllr A Dean, seconded Cllr Winstanley, **RESOLVED** unanimously that Cllr C McKeone be elected Vice-Chair of the Finance Committee.

**21 Apologies for Absence**

21.1 Cllr Lyon was not present.

**22 To adopt and sign Minutes of the Finance Committee meeting held on 9th August 2022**

22.1 The Minutes of the above meeting had been circulated prior to the meeting.

22.2 Proposed Cllr A Dean, seconded Cllr R Dean, **RESOLVED** with Cllr Winstanley abstaining due to absence that the minutes of the Finance Committee meeting held on 9 August 2022 be adopted as a true record.

**23 Declarations of Interest and Requests for Dispensations**

23.1 None declared or requested.

**24 To approve reports on Council finances**

24.1 The payments lists and statement of accounts for August and September 2022 had been included with the document pack for the meeting.

24.2 Proposed Cllr R Dean, Seconded Cllr Winstanley, **RESOLVED** unanimously to approve the reports on Council finances.

**25 To review the Burial Board fees for 2023/24**

25.1 The proposed fees had been included with the document pack for the meeting.

25.2 Proposed Cllr Winstanley, Seconded Cllr R Dean, **RECOMMENDED** unanimously that the Council approve the Burial Board fees for 2023/24.

**26 To review the insurance quotes for 2022/23 and recommend approval to the Full Council**

26.1 Details of two of the quotes were provided in the document pack for the meeting with the Clerk able to provide a verbal update on the third.

26.2 Proposed Cllr R Dean, Seconded Cllr C McKeone, **RECOMMENDED** unanimously that the Council enter a three year insurance deal with BHIB.

**27 To recommend the travel token amount and funding for the year 2023/24**

27.1 The travel token proposals were included in the document pack for the meeting.

27.2 Proposed Cllr C McKeone, Seconded Cllr R Dean, **RECOMMENDED** unanimously that the Council maintain travel token funding of £4,000 for the year 2023/24 and keep the base level of tokens at 120.

**28 To recommend a virement of £1,500 from reserves to the staff training budget**

28.1 Details of the training costs and requirements were included in the document pack. The Clerk noted that this money would also cover the cost of tree training and planning law for himself and the Assets Officer.

28.2 Proposed Cllr Winstanley, Seconded Cllr R Dean, **RECOMMENDED** unanimously that the Council vire £1,500 from reserves for staff training purposes.

**29 To consider amendments to the CIP List**

29.1 There were no suggested amendments from Cllrs to the CIP list.

**30 To consider items for inclusion in the 1st draft budget for the financial year 2023/24**

30.1 No amendments to the list of items on the draft budget were suggested.

**31 To approve a grant request from Highbridge Conservation Group**

31.1 Details of the grant request had been included with the document pack. The Clerk informed the Committee that he had received a satisfactory explanation from the Conservation Group as to the discrepancy between amount to be spent and amount requested.

31.2 Proposed Cllr Winstanley, Seconded Cllr A Dean, **RESOLVED** unanimously that the Council grant £929.32 to the Highbridge Conservation Group.

31.3 Cllr Winstanley suggested the Clerk contact the group and recommend that they make an application for Colden Common Parish Council as well.

**Action: Clerk**

**32 Date, time, place, and agenda items for next meeting**

32.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 13<sup>th</sup> December at the Bishopstoke Methodist Church.

32.2 Agenda items with supporting papers to the Clerk by Tuesday 6<sup>th</sup> December.

*There being no further business, the Chair closed the meeting at 7:44pm*

DRAFT

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## REPORT TO BISHOPSTOKE PARISH COUNCIL (Finance Committee)

13<sup>th</sup> December 2022  
Item 4

**Report Subject: To approve the latest reports on Council finances**

### **Payments Lists:**

The payments lists for October and November 2022 are presented for approval.

Significant items for October included the final payment for this year for water usage at Underwood Road allotments, payment for the new piece of equipment and other repair work to Brookfield play area, inspection and maintenance contract for the play areas.

Significant items for November included payment for fencing work to St Mary's Churchyard, tree work to St Mary's, repointing lime mortar and removal of railings at St Mary's Churchyard, and printing & delivery of 5,000 winter newsletters.

### **Budget Monitoring report:**

The budget monitoring report for the period ending November 2022 is presented for approval.

Income is currently £303,961 versus an annual budget of £316,736.

Expenditure is currently £246,798 versus an annual budget of £459,970.

### **Statement of accounts:**

The statement of accounts for October and November 2022 are presented for approval. The current account bank reconciliations have been completed and are ready to be checked and signed.

### **Other updates:**

The quarter 2 2022-23 VAT return refund was received into the bank account on 20<sup>th</sup> October.

The new insurance policy is in place and we have entered into a new 3year deal with BHIB. Once the office is demolished, the insurance schedule will be amended accordingly and there may be a refund due to the Council.

Sophie Thorogood  
RFO to Bishopstoke Parish Council, 6<sup>th</sup> December 2022

## Bishopstoke Parish Council

### Finance Committee - 13th December 2022

#### Payments (October 2022)

##### Direct Debit payments

Invoice Date	Payee	Description	Net	VAT	Gross
28/09/2022	BT	Office - Phone & broadband (Oct 22)	£ 37.45	£ 7.49	£ 44.94
14/10/2022	Eon	Office - Electricity (Oct 22)	£ 51.00	£ -	£ 51.00
04/10/2022	British Gas	Allotments - UR - Electricity (Sep 22)	£ 24.68	£ 1.23	£ 25.91
07/10/2022	British Gas	Shears Mill - Electricity (Sep 22)	£ 15.56	£ 0.77	£ 16.33
15/10/2022	Sky Mobile	DW Mobile Phone (Oct 22)	£ 20.00	£ -	£ 20.00
13/10/2022	Business Stream	Allotments - UR - Water (Aug-Sep 22)	£ 289.33	£ 40.50	£ 329.83
14/10/2022	Business Stream	Allotments - JL - Water (Jul-Sep 22)	£ 270.04	£ -	£ 270.04
27/09/2022	Business Stream	Burial Grounds - BC - Water (Aug-Sep 22)	£ 8.34	£ -	£ 8.34
06/10/2022	Eastleigh Borough Council	Trade Waste (Jul-Sep 22)	£ 239.59	£ -	£ 239.59

##### Staff Debit Card payments

Invoice Date	Payee	Description	Net	VAT	Gross
02/10/2022	ST - Amazon	A4 envelopes	£ 13.52	£ 2.72	£ 16.24
03/10/2022	ST - Amazon	Replacement Acer adaptor	£ 15.82	£ 3.17	£ 18.99
04/10/2022	ST - Amazon	Lever Arch folders	£ 10.28	£ 2.04	£ 12.32
04/10/2022	DW - Land Registry	Land Registry searches	£ 9.00	£ -	£ 9.00
10/10/2022	ST - Post Office	Postage	£ 2.35	£ -	£ 2.35
10/10/2022	CT - Post Office	Postage	£ 6.85	£ -	£ 6.85
09/10/2022	ST - Amazon	Printer inks	£ 46.98	£ 9.39	£ 56.37
12/10/2022	JW - O2 Mobile	Mobile phone top-up	£ 10.00	£ -	£ 10.00
14/10/2022	ST - Post Office	Postage	£ 52.50	£ -	£ 52.50
14/10/2022	ST - Post Office	Postage	£ 52.50	£ -	£ 52.50
14/10/2022	ST - Amazon	Lever Arch folders	£ 10.32	£ 2.07	£ 12.39
17/10/2022	ST - Post Office	Postage	£ 35.25	£ -	£ 35.25
14/10/2022	ST - Amazon	Printer inks	£ 31.25	£ 6.25	£ 37.50
18/09/2022	DW - Parish Online	Parish Online annual licence	£ 300.00	£ 60.00	£ 360.00
21/10/2022	ST - Sky Mobile	Mobile phone top-up ST/AL	£ 12.00	£ -	£ 12.00
31/10/2022	DW - EBC	Parking fee	£ 1.50	£ -	£ 1.50
28/10/2022	DW - Robert Dyas	Stationery for AL	£ 114.67	£ 21.84	£ 136.51

##### BACS payments

Invoice Date	Payee	Description	Net	VAT	Gross
28/09/2022	Vitaplay Ltd	Work to Brookfield play area as per PO	£ 41,934.00	£ 8,386.80	£ 50,320.80
20/09/2022	Fosters Tree Surgeons	Remove fallen limb Old St Mary's	£ 240.00	£ 48.00	£ 288.00
30/09/2022	Mr P Stewart	Office & Shears Mill cleaning Aug/Sep 22	£ 35.00	£ -	£ 35.00
13/10/2022	Mr M Thornton	Travel tokens repayments	£ 26.00	£ -	£ 26.00
10/10/2022	Greens Clearances	Plot clearance UR 28	£ 125.00	£ -	£ 125.00
13/10/2022	Greens Clearances	Plot clearance UR 29B	£ 450.00	£ -	£ 450.00
25/08/2022	Seagrave Inspection Servies	Play area inspections Aug 22	£ 475.65	£ 95.13	£ 570.78
19/10/2022	Hi & Lo Pest Control	Mole control visit to Cemetery	£ 160.00	£ 32.00	£ 192.00
01/06/2022	Fox Bishops Waltham	Service & repairs to brushcutter UR	£ 103.25	£ 20.65	£ 123.90
31/08/2022	Fox Bishops Waltham	Service & repairs to Webb mower UR	£ 133.56	£ 26.71	£ 160.27
19/10/2022	Vitaplay Ltd	Maintenance contract for play areas	£ 588.00	£ 117.60	£ 705.60
28/10/2022	Staff	Salary	£ 6,935.31		£ 6,935.31
28/10/2022	Staff	Mileage + Office Allowance	£ 156.69		£ 156.69
28/10/2022	HMRC	Tax / NI	£ 1,822.40		£ 1,822.40
28/10/2022	HCC	LGPS	£ 2,359.97		£ 2,359.97
31/10/2022	Green Smile	Ground Maintenance (Oct 2022)	£ 6,330.54	£ 1,266.11	£ 7,596.65

#### **Total payments**

**£ 63,556.15    £10,150.47    £ 73,706.62**

## Bishopstoke Parish Council

### Finance Committee - 13th December 2022

#### Payments (November 2022)

##### Direct Debit payments

Invoice Date	Payee	Description	Net	VAT	Gross
28/10/2022	BT	Office - Phone & broadband (nov 22)	£ 37.45	£ 7.49	£ 44.94
14/11/2022	Eon	Office - Electricity (Nov 22)	£ 51.00	£ -	£ 51.00
02/11/2022	British Gas	Allotments - UR - Electricity (Oct 22)	£ 25.90	£ 1.30	£ 27.20
08/11/2022	British Gas	Shears Mill - Electricity (Oct 22)	£ 16.52	£ 0.82	£ 17.34
18/11/2022	Sky Mobile	DW Mobile Phone (Nov 22)	£ 20.00	£ -	£ 20.00

##### Staff Debit Card payments

Invoice Date	Payee	Description	Net	VAT	Gross
31/08/2022	ST - BRM Computers	Repairs to Acer laptop	£ 75.00	£ 15.00	£ 90.00
04/11/2022	ST - L&S Waste management	Skip for UR allotment	£ 260.15	£ 52.03	£ 312.18
07/11/2022	DW - Land Registry	Land registry searches	£ 18.00	£ -	£ 18.00
31/10/2022	DW - LexiNexis	Charles Arnold Baker book 13th edition	£ 164.99	£ -	£ 164.99
15/11/2022	DW - PDF Architect	PDF Architext software licence Nov 22-Nov 23	£ 49.17	£ 9.83	£ 59.00
18/11/2022	ST - Post Office	Postage	£ 39.12	£ -	£ 39.12
25/11/2022	DW - B&Q	Canes for Burial Ground	£ 7.12	£ 1.42	£ 8.54
21/10/2022	ST - Sky Mobile	Mobile phone top-up ST/AL	£ 12.00	£ -	£ 12.00

##### BACS payments

Invoice Date	Payee	Description	Net	VAT	Gross
25/11/2022	Proline Fencing & Decking	Fencing work to St Mary's	£ 1,331.67	£ 266.33	£ 1,598.00
27/10/2022	Shawyers	Fell & grind holly stump St Mary's	£ 240.00	£ 48.00	£ 288.00
27/09/2022	Fosters Tree Surgeons	Remove fallen tree Bishopstoke Cemetery	£ 240.00	£ 48.00	£ 288.00
25/07/2022	Eastleigh Borough Council	Dog bin emptying (Jul 22)	£ 42.56	£ 8.51	£ 51.07
30/08/2022	Eastleigh Borough Council	Dog bin emptying (Aug 22)	£ 53.20	£ 10.64	£ 63.84
27/09/2022	Eastleigh Borough Council	Dog bin emptying (Sep 22)	£ 42.56	£ 8.51	£ 51.07
31/10/2022	Eastleigh Borough Council	Dog bin emptying (Oct 22)	£ 53.20	£ 10.64	£ 63.84
07/11/2022	Bruno Construction	Maintenance & Repairs to Shears Mill	£ 660.50	£ 132.10	£ 792.60
30/09/2022	Shawyers	Fell all stems Sycamore St Mary's	£ 1,080.00	£ 216.00	£ 1,296.00
03/11/2022	Safeguard Pest Control	Wasp nest removal 16B	£ 90.00	£ 18.00	£ 108.00
24/10/2022	Eastleigh Borough Council	Survey of cemetery footpath	£ 169.86	£ 33.97	£ 203.83
07/11/2022	Bruno Construction	Placement of slabs for Memorials	£ 305.10	£ 61.02	£ 366.12
07/11/2022	Bruno Construction	Repointing lime mortar Old St Marys wall	£ 435.00	£ 87.00	£ 522.00
07/11/2022	Bruno Construction	Repointing lime mortar St Marys churchyard	£ 648.70	£ 129.74	£ 778.44
07/11/2022	Bruno Construction	Removal railings St Mary's Churchyard	£ 986.60	£ 197.32	£ 1,183.92
14/11/2022	Green Smile Ltd	Strimming down plots 18B, 71B, 74A UR	£ 200.00	£ 40.00	£ 240.00
22/11/2022	BHIB Ltd	Annual insurance premium	£ 2,600.93	£ -	£ 2,600.93
01/10/2022	Itchen Valley Printing Society	250 copies carnival leaflets	£ 5.00	£ -	£ 5.00
02/11/2022	Hound Parish Council	Playground training AL	£ 178.75	£ -	£ 178.75
18/11/2022	Highbridge Conservation Group	Grant	£ 929.32	£ -	£ 929.32
21/11/2022	Image Management Services	5,000 winter newsletters printing & delivery	£ 1,057.00	£ 211.40	£ 1,268.40
28/11/2022	Colden Common Parish Council	Printing costs allotment rent exercise	£ 26.63	£ 5.33	£ 31.96
25/11/2022	Seagrave Inspection Services	Quarterly inspection 6 play areas	£ 475.65	£ 95.13	£ 570.78
29/11/2022	Staff	Salary	£ 8,246.35		£ 8,246.35
29/11/2022	Staff	Mileage + Office Allowance	£ 119.98		£ 119.98
29/11/2022	HMRC	Tax / NI	£ 2,676.61		£ 2,676.61
29/11/2022	HCC	LGPS	£ 2,929.21		£ 2,929.21
05/11/2022	Green Smile	Ground Maintenance (Nov 2022)	£ 6,330.54	£ 1,266.11	£ 7,596.65

##### Cheque payments

25/11/2022	300982	Royal British Legion wreath	£ 20.00	£ -	£ 20.00
<b>Total payments</b>			<b>£ 32,951.34</b>	<b>£ 2,981.64</b>	<b>£ 35,932.98</b>

**FINANCE COMMITTEE MEETING ON 13 DECEMBER 2022**  
**MONTHLY STATEMENT OF ACCOUNT October 2022**

**Start**      **01/10/2022**  
**End**        **31/10/2022**

<b>Fund Movements</b>						
Bank Accounts		Money In		Money Out		
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	Closing Balance
Co-op	£ 69,652.16	£ 9,555.74	£ 40,000.00	£ 73,706.62		£ 45,501.28
EBC	£ 343,352.28				£ 40,000.00	£ 303,352.28
<b>Total</b>	<b>£ 413,004.44</b>	<b>£ 9,555.74</b>	<b>£ 40,000.00</b>	<b>£ 73,706.62</b>	<b>£ 40,000.00</b>	<b>£ 348,853.56</b>

<b>Receipts in detail</b>	
Burial Board	-£ 555.00
Allotments	£ 2,102.25
Carnival	£ -
VAT refund	£ 8,008.49
Grants	
Misc.	
<b>Total</b>	<b>£ 9,555.74</b>

<b>VAT</b>	
Previously Claimed	
Claimed in October	£ 8,008.49
Unclaimed	£ -

<b>EBC Loan Account Summary</b>						
		Money In			Money Out	
	1 April 2022 Balance	Precept	Support Grant	Interest	Transfer to BPC	Current Balance
Prior to October 22	£ 251,121.27	£ 281,270.55		£ 960.46	£ 190,000.00	£ 343,352.28
November 22					£ 40,000.00	£ 303,352.28

<b>Notes</b>	



**FINANCE COMMITTEE MEETING ON 13 DECEMBER 2022**  
**MONTHLY STATEMENT OF ACCOUNT November 2022**

**Start**      01/11/2022  
**End**        30/11/2022

<b>Fund Movements</b>						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 45,501.28	£ 5,087.25		£ 35,932.98		£ 14,655.55
EBC	£ 303,352.28					£ 303,352.28
<b>Total</b>	<b>£ 348,853.56</b>	<b>£ 5,087.25</b>	<b>£ -</b>	<b>£ 35,932.98</b>	<b>£ -</b>	<b>£ 318,007.83</b>

<b>Receipts in detail</b>	
Burial Board	£ 1,900.00
Allotments	£ 3,187.25
Carnival	
VAT refund	
Grants	
Misc.	
<b>Total</b>	<b>£ 5,087.25</b>

<b>VAT</b>	
Previously Claimed	
Claimed in November	
Unclaimed	£ -

<b>EBC Loan Account Summary</b>						
	Money In			Money Out		Current Balance
	1 April 2022 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to November 22	£ 251,121.27	£ 281,270.55		£ 960.46	£ 230,000.00	£ 303,352.28
December 22						£ 303,352.28

<b>Notes</b>

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		Previous Year's Net	2022/2023	Actual Net	Balance	2023/2024
<b>INCOME</b>						
<b>Admin</b>						
100	Precept	£231,399.37	£281,270.55	£281,270.55	£0.00	£0.00
110	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00	£0.00
120	Interest Receivable	£1,439.93	£500.00	£960.46	£460.46	£0.00
130	Grants	£0.00	£0.00	£0.00	£0.00	£0.00
140	General	£160.00	£0.00	£0.00	£0.00	£0.00
160	Insurance Claim	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Admin</b>		£232,999.30	£281,770.55	£282,231.01	£460.46	£0.00
<b>Community</b>						
500	Carnival	£0.00	£3,500.00	£0.00	-£3,500.00	£0.00
<b>Total Community</b>		£0.00	£3,500.00	£0.00	-£3,500.00	£0.00
<b>Play Area &amp; Open Space</b>						
700	Play Area Grants	£84,472.41	£6,315.94	£6,315.94	£0.00	£0.00
<b>Total Play Area &amp; Open Space</b>		£84,472.41	£6,315.94	£6,315.94	£0.00	£0.00
<b>Burial Ground</b>						
800	Interment	£9,500.00	£12,000.00	£4,150.00	-£7,850.00	£0.00
810	Burial Grant Purchase	£8,200.00	£4,000.00	£3,420.00	-£580.00	£0.00
820	Grant Transfer	£210.00	£150.00	£165.00	£15.00	£0.00
830	Memorials	£2,765.00	£2,000.00	£2,300.00	£300.00	£0.00
840	Donations / Recovered Costs	£90.00	£0.00	£0.00	£0.00	£0.00
850	Child Funeral Fund	£0.00	£0.00	£0.00	£0.00	£0.00
860	General	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Burial Ground</b>		£20,765.00	£18,150.00	£10,035.00	-£8,115.00	£0.00
<b>Allotments</b>						
900	Rent	£4,711.15	£7,000.00	£5,379.18	-£1,620.82	£0.00
910	Deposits	£0.00	£0.00	£0.00	£0.00	£0.00
920	General	£0.00	£0.00	£0.00	£0.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

	<b>Previous Year's Net</b>	<b>2022/2023</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2023/2024</b>
<b>Total Allotments</b>	£4,711.15	£7,000.00	£5,379.18	-£1,620.82	£0.00
<b>Total Income</b>	<u>£342,947.86</u>	<u>£316,736.49</u>	<u>£303,961.13</u>	<u>-£12,775.36</u>	<u>£0.00</u>

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		Previous Year's Net	2022/2023	Actual Net	Balance	2023/2024
<b>EXPENDITURE</b>						
<b>Admin</b>						
1000	Salaries	£77,306.04	£91,000.00	£60,106.36	£30,893.64	£0.00
1001	NI	£5,801.30	£6,000.00	£5,016.48	£983.52	£0.00
1002	Pensions	£15,615.85	£20,000.00	£12,862.81	£7,137.19	£0.00
1003	Staff Expenses	£2,518.10	£3,680.00	£1,648.53	£2,031.47	£0.00
1100	Staff Training	£505.00	£850.00	£178.75	£671.25	£0.00
1200	Seminars / Conferences	£0.00	£0.00	£0.00	£0.00	£0.00
1300	Recruitment	£0.00	£0.00	£0.00	£0.00	£0.00
1400	Office Consumables	£345.87	£1,000.00	£621.44	£378.56	£0.00
1500	Printer Ink	£447.33	£500.00	£422.73	£77.27	£0.00
1999	Suspense	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Admin</b>		£102,539.49	£123,030.00	£80,857.10	£42,172.90	£0.00
<b>Council</b>						
2000	Audit	£1,550.00	£1,500.00	£0.00	£1,500.00	£0.00
2100	Insurance	£2,600.73	£2,750.00	£2,600.93	£149.07	£0.00
2200	Professional Memberships	£2,301.39	£2,500.00	£2,534.67	-£34.67	£0.00
2300	Room Hire	£1,100.00	£2,000.00	£625.00	£1,375.00	£0.00
2400	Reference Materials	£32.40	£0.00	£164.99	-£164.99	£0.00
2500	Councillor Elections	£6,382.83	£2,000.00	£0.00	£2,000.00	£0.00
2501	Councillor Training	£420.00	£500.00	£196.00	£304.00	£0.00
2502	Chair's Expenses	£17.00	£150.00	£20.00	£130.00	£0.00
2503	Councillor's Expenses	£0.00	£50.00	£0.00	£50.00	£0.00
2600	IT Software / Subscriptions	£2,715.27	£4,000.00	£2,346.87	£1,653.13	£0.00
<b>Total Council</b>		£17,119.62	£15,450.00	£8,488.46	£6,961.54	£0.00
<b>Buildings</b>						
3000	Grounds Contract	£427.80	£944.00	£629.28	£314.72	£0.00

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		<b>Previous Year's Net</b>	<b>2022/2023</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2023/2024</b>
3100	Additional Grounds Maintenance	£1,208.54	£1,050.00	£0.00	£1,050.00	£0.00
3200	Furnishings	£402.97	£0.00	£49.95	-£49.95	£0.00
3300	Cleaning	£420.00	£600.00	£245.00	£355.00	£0.00
3400	IT equipment Purchase	£894.12	£1,000.00	£823.03	£176.97	£0.00
3401	IT Equipment Maintenance	£0.00	£200.00	£75.00	£125.00	£0.00
3500	Maintenance	£12.50	£600.00	£660.50	-£60.50	£0.00
3900	Utilities - Electricity	£712.51	£750.00	£925.28	-£175.28	£0.00
<b>Total Buildings</b>		<b>£4,078.44</b>	<b>£5,144.00</b>	<b>£3,408.04</b>	<b>£1,735.96</b>	<b>£0.00</b>
<b>Communications</b>						
4000	Email	£1,165.92	£1,300.00	£108.13	£1,191.87	£0.00
4100	Websites	£133.39	£1,000.00	£0.00	£1,000.00	£0.00
4200	Office Landline	£240.24	£350.00	£160.00	£190.00	£0.00
4300	Office Broadband	£209.40	£250.00	£139.60	£110.40	£0.00
4400	Newsletter Printing	£3,957.94	£4,500.00	£3,157.00	£1,343.00	£0.00
4500	Noticeboard Purchase	£0.00	£1,500.00	£1,371.23	£128.77	£0.00
4501	Noticeboards Installation	£0.00	£0.00	£0.00	£0.00	£0.00
4502	Parish maps noticeboard project	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Communications</b>		<b>£5,706.89</b>	<b>£8,900.00</b>	<b>£4,935.96</b>	<b>£3,964.04</b>	<b>£0.00</b>
<b>Community</b>						
5000	Grants - General (GPC)	£3,968.66	£15,000.00	£5,797.21	£9,202.79	£0.00
5001	Grants - General (S137)	£0.00	£0.00	£0.00	£0.00	£0.00
5002	Grants - Carnival	£0.00	£300.00	£0.00	£300.00	£0.00
5003	Grants - Community Buildings	£1,584.00	£0.00	£0.00	£0.00	£0.00
5100	Climate Change Project	£0.00	£2,000.00	£0.00	£2,000.00	£0.00
5200	Safety, Security & Crime Prevention	£164.91	£2,000.00	£0.00	£2,000.00	£0.00
5300	Yzone	£25,000.00	£25,000.00	£0.00	£25,000.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		<b>Previous Year's Net</b>	<b>2022/2023</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2023/2024</b>
5400	Travel Token Repayments	£1,929.00	£3,800.00	£964.00	£2,836.00	£0.00
5401	Travel Token New	£0.00	£200.00	£201.60	-£1.60	£0.00
5500	Neighbourhood Plan Consultants	£0.00	£0.00	£0.00	£0.00	£0.00
5501	Neighbourhood Plan Publicity	£124.39	£0.00	£0.00	£0.00	£0.00
5502	Neighbourhood Plan General	£0.00	£0.00	£0.00	£0.00	£0.00
5600	Carnival	£72.50	£8,000.00	£1,692.69	£6,307.31	£0.00
5700	War Memorial	£225.02	£0.00	£0.00	£0.00	£0.00
5800	Village Trail Project	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Community</b>		<b>£33,068.48</b>	<b>£56,300.00</b>	<b>£8,655.50</b>	<b>£47,644.50</b>	<b>£0.00</b>
<b>Street Furniture</b>						
6000	Bus Shelters Purchase	£0.00	£0.00	£0.00	£0.00	£0.00
6002	Bus Shelter Maintenance	£813.60	£0.00	£75.00	-£75.00	£0.00
6003	Bus Shelter Cleaning	£0.00	£1,000.00	£0.00	£1,000.00	£0.00
6100	Benches Purchase	£0.00	£3,000.00	£4,227.14	-£1,227.14	£0.00
6200	Bins Purchase	£0.00	£3,000.00	£371.95	£2,628.05	£0.00
6203	Bins Emptying	£1,221.62	£2,000.00	£1,026.53	£973.47	£0.00
6300	Clocks Purchase	£0.00	£0.00	£0.00	£0.00	£0.00
6302	Clocks Maintenance	£0.00	£100.00	£0.00	£100.00	£0.00
6500	Christmas Decorations Purchase	£0.00	£0.00	£0.00	£0.00	£0.00
6600	Defibrillators Purchase	£0.00	£7,000.00	£7,000.00	£0.00	£0.00
<b>Total Street Furniture</b>		<b>£2,035.22</b>	<b>£16,100.00</b>	<b>£12,700.62</b>	<b>£3,399.38</b>	<b>£0.00</b>
<b>Play Area &amp; Open Space</b>						
7000	Grounds Contract	£25,125.48	£48,190.50	£32,127.12	£16,063.38	£0.00
7100	Additional Grounds Maintenance	£3,881.87	£3,000.00	£120.00	£2,880.00	£0.00
7300	Play Equipment Purchase	£7,366.39	£6,315.94	£35,894.95	-£29,579.01	£0.00
7301	Equipment Maintenance	£26,794.79	£75,234.86	£24,111.99	£51,122.87	£0.00
7302	Play Area Inspections	£1,947.00	£2,000.00	£1,471.35	£528.65	£0.00

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		<b>Previous Year's Net</b>	<b>2022/2023</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2023/2024</b>
7399	Play Area & Open Space Other	£0.00	£0.00	£175.00	-£175.00	£0.00
7400	Works and Improvements	£3,825.00	£0.00	£0.00	£0.00	£0.00
7800	Trees	£11,585.00	£9,000.00	£0.00	£9,000.00	£0.00
7801	Tree Surveys	£100.00	£1,500.00	£1,680.00	-£180.00	£0.00
<b>Total Play Area &amp; Open Space</b>		<b>£80,625.53</b>	<b>£145,241.30</b>	<b>£95,580.41</b>	<b>£49,660.89</b>	<b>£0.00</b>
<b>Burial Ground</b>						
8000	Grounds Contract	£13,609.80	£25,432.00	£16,954.64	£8,477.36	£0.00
8100	Additional Grounds Maintenance	£2,758.35	£1,750.00	£2,269.40	-£519.40	£0.00
8200	Fences	£0.00	£0.00	£0.00	£0.00	£0.00
8300	Replacement Benches	£0.00	£0.00	£0.00	£0.00	£0.00
8399	Burial Authority Other	£206.67	£0.00	£0.00	£0.00	£0.00
8400	Works & Improvements	£11,763.65	£32,622.97	£4,005.58	£28,617.39	£0.00
8500	Memorial Costs	£0.00	£1,500.00	£30.00	£1,470.00	£0.00
8800	Trees	£6,963.00	£8,500.00	£2,610.00	£5,890.00	£0.00
8901	Utilities - Water	£50.54	£500.00	£45.65	£454.35	£0.00
<b>Total Burial Ground</b>		<b>£35,352.01</b>	<b>£70,304.97</b>	<b>£25,915.27</b>	<b>£44,389.70</b>	<b>£0.00</b>
<b>Allotments</b>						
9000	Grounds Contract	£630.00	£1,400.00	£933.28	£466.72	£0.00
9100	Additional Grounds Maintenance	£215.00	£400.00	£120.00	£280.00	£0.00
9200	Fences	£0.00	£0.00	£0.00	£0.00	£0.00
9300	Equipment Purchase	£916.79	£700.00	£746.92	-£46.92	£0.00
9399	Allotments Other	£386.66	£0.00	£0.00	£0.00	£0.00
9400	Works & Improvements	£1,607.01	£8,000.00	£0.00	£8,000.00	£0.00
9600	Plot Maintenance and Clearance	£3,721.68	£1,500.00	£2,775.15	-£1,275.15	£0.00
9700	Buildings (Inc. sheds)	£1,005.03	£700.00	£0.00	£700.00	£0.00
9800	Trees	£2,200.00	£3,000.00	£0.00	£3,000.00	£0.00
9900	Utilities - Electricity	£316.74	£800.00	£208.59	£591.41	£0.00

# Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

	<b>Previous Year's Net</b>	<b>2022/2023</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2023/2024</b>
9901 Utilities - Water	£890.87	£3,000.00	£1,472.33	£1,527.67	£0.00
<b>Total Allotments</b>	£11,889.78	£19,500.00	£6,256.27	£13,243.73	£0.00
<b>Total Expenditure</b>	<u>£292,415.46</u>	<u>£459,970.27</u>	<u>£246,797.63</u>	<u>£213,172.64</u>	<u>£0.00</u>
Total Income	£342,947.86	£316,736.49	£303,961.13	-£12,775.36	£0.00
Total Expenditure	£292,415.46	£459,970.27	£246,797.63	£213,172.64	£0.00
<b>Total Net Balance</b>	<b>£50,532.40</b>	<b>-£143,233.78</b>	<b>£57,163.50</b>		<b>£0.00</b>



## REPORT TO BISHOPSTOKE PARISH COUNCIL (Finance Committee)

13<sup>th</sup> December 2022  
Item 5

**Report Subject: To recommend virement of a maximum of £5,000 from reserves to the Underwood Road plot clearance budget**

There have been a number of unmaintained plots at Underwood Road where tenancies have been terminated; unfortunately, they have been left in such a bad state that clearance work was necessary. To date, £2,515 of work has been ordered with a budget of £1,000. Further work is needed to more recently terminated plots, so the RFO is requesting a virement from reserves to cover the overspend in this nominal, and to cover the other work needed.

**RFO's Recommendation: That the Committee recommend viring a maximum of £5,000 from reserves for plot clearance work to the Underwood Road site.**



Bishopstoke Parish Council

## REPORT TO BISHOPSTOKE PARISH COUNCIL

(Finance Committee)

13<sup>th</sup> December 2022

**Report Subject:** To make a recommendation for the budget for the financial year 2023-24

As per page 20 of the document pack which shows the summary position for Council for prior year, current year and next year's budget, the current forecast for the end of the financial year 2022/23 is to be income of £314,831 versus a budget of £316,736, and expenditure of £473,234 versus a budget of £459,970.

Excluding earmarked project income/expenditure, this means the Council's budget setting was fairly accurate when comparing to the forecasted position for 2022/23.

Numerous projects paid by earmarked reserves have taken place throughout the year and it is the intention for all these prior-financial year reserves to be used before the end of this year, leaving only the Glebe Meadow reserve.

The confirmed tax base for the new financial year 2023/24 has fallen due to the increase in bad debt provision. Therefore, before the new financial year has begun, the Council has lost nearly £4,000 of income before it considers the necessary precept increase (2023/24: 3,539.44 versus 2022/23: 3,558.55).

The current inflation rate is predicted to increase the Council's expenditure for 2023/24 by at least 10% - impacting mainly payroll costs, utilities, stationery, IT subscriptions and notably the Grounds contract which has a clause to factor in the CPI rate in January each financial year. The Council previously resolved a 20% precept rise for 2022/23, with discussions that a 15% rise would probably be likely for 2023/24.

This means the Council should be considering at least a 25% precept increase – this is the 15% already previously discussed and a further 10% increase for inflation.

The first draft budgeted income is £307,071 and budgeted expenditure is £373,970; a budgeted deficit of £66,899. Without a precept rise of at least 25%, the Council will run out of money in the financial year 2024/25.

The Council has previously worked to the idea that precept income should match ongoing expenditure, with other income (from Burial Ground, Allotments and DC's/Grants) paying for projects. With a 25% precept increase, the precept income falls short of ongoing expenditure by £27,000 for 2023/24.

The Council has also resolved that the percentage of free reserves against total annual precept should be within 25-40%. A 25% precept increase would make this free reserves to annual precept percentage only 18%, thereby breaking the reserves policy.

Therefore, the RFO and Clerk are recommending that consideration is given to increasing the precept to between 30 and 35%. This would give a larger buffer and make the free reserves to precept percentage 24%, which although is still breaking the Council's policy, by another precept rise in 2024/25, the Council should return to meeting this reserves policy within 2 financial years.

Other important things to note include:

- The previously resolved decision to earmark £25,000 per financial year is also continued; this is an earmark to help towards the costs of the Glebe Meadow project.
- There is no play area equipment purchase built into the projections. The funding received from EBC of £84,000 will have been spent in full by the end of 2022/23 on Brookfield, Otter Close, Templecombe and Church Road play area improvements. The equipment within the village in all areas is beginning to age and pieces will need replacing as time progresses.

On the following pages, the summary position is shown, along with the detailed breakdown of the income and expenditure per nominal (please note that prior to the decision being taken, the budgeted precept income on the detailed page is currently left at a 0% precept rise for illustration purposes).

On pages 29 – 32, several scenarios for the projections are shown; first at 0% rise, then 25%, 30% and 35% precept rise, so that the Councillors can see the impact on free reserves and the reserves-to-precept percentage.

	<b>Precept income</b>	<b>Budgeted Expenditure</b>	<b>Shortfall</b>	<b>Free reserves</b>	<b>Free reserves to Precept %</b>	<b>Band D precept</b>	<b>Annual increase</b>
0%	£277,421.31	£373,970.13	-£96,549	-£5,245	-2%	£78.38	
25%	£346,776.63	£373,970.13	-£27,194	£64,110	18%	£97.98	£19.60
30%	£360,647.70	£373,970.13	-£13,322	£77,981	22%	£101.89	£23.51
35%	£374,518.76	£373,970.13	£549	£91,852	25%	£105.81	£27.43

The Clerk and RFO will be inviting all Councillors to a virtual briefing on the budget in early January, in advance of the Full Council meeting on 10<sup>th</sup> January.

Bishopstoke Parish Council  
1st draft budget 2023/24

<b>SUMMARY</b>	<b>2021/22 Actual</b>	<b>2022/23 Budget</b>	<b>2022/23 TOTAL (Actual + Forecast)</b>	<b>2023/24 Budget</b>
Total Admin	£232,999.30	£281,770.55	£282,731.01	£278,421.31
Total Community	£0.00	£3,500.00	£0.00	£3,500.00
Total Play Area & Open Space	£0.00	£0.00	£0.00	£0.00
Total Burial Ground	£20,765.00	£18,150.00	£20,405.00	£18,150.00
Total Allotments	£4,711.15	£7,000.00	£5,379.18	£7,000.00
<b>Sub total income</b>	<b>£258,475.45</b>	<b>£310,420.55</b>	<b>£308,515.19</b>	<b>£307,071.31</b>
<b>Earmarked Project Income</b>	<b>£84,472.41</b>	<b>£6,315.94</b>	<b>£6,315.94</b>	<b>£0.00</b>
<b>TOTAL INCOME</b>	<b>£342,947.86</b>	<b>£316,736.49</b>	<b>£314,831.13</b>	<b>£307,071.31</b>
Total Admin	£102,539.49	£123,030.00	£125,850.02	£139,607.00
Total Council	£17,119.62	£15,450.00	£16,560.59	£21,350.00
Total Buildings	£4,078.44	£5,144.00	£4,357.68	£4,988.31
Total Communications	£5,706.89	£8,900.00	£6,227.08	£8,500.00
Total Community	£33,068.48	£56,300.00	£38,558.29	£44,500.00
Total Street Furniture	£2,035.22	£1,600.00	£9,773.48	£9,600.00
Total Play Area & Open Space	£59,661.38	£69,190.50	£93,772.42	£80,009.75
Total Burial Ground	£21,978.96	£45,882.00	£37,597.64	£46,225.16
Total Allotments	£11,669.78	£19,500.00	£13,282.39	£19,189.91
<b>Sub total Expenditure</b>	<b>£257,858.26</b>	<b>£344,996.50</b>	<b>£345,979.59</b>	<b>£373,970.13</b>
<b>Earmarked Project Expenditure</b>	<b>£34,557.20</b>	<b>£ 114,973.77</b>	<b>£ 127,254.12</b>	
<b>TOTAL EXPENDITURE</b>	<b>£292,415.46</b>	<b>£459,970.27</b>	<b>£473,233.71</b>	<b>£373,970.13</b>

Bishopstoke Parish Council  
1st draft budget 2023/24

**INCOME**

		<b>2021/22 Actual</b>	<b>2022/23 Budget</b>	<b>2022/23 TOTAL (Actual + Forecast)</b>	<b>2023/24 Budget</b>
<b>Admin</b>					
100	Precept	£231,399.37	£281,270.55	£281,270.55	£277,421.31
110	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
120	Interest Receivable	£1,439.93	£500.00	£1,460.46	£1,000.00
130	Grants	£0.00	£0.00	£0.00	£0.00
140	General	£160.00	£0.00	£0.00	£0.00
160	Insurance Claim	£0.00	£0.00	£0.00	£0.00
<b>Subtotal Admin</b>		<b>£232,999.30</b>	<b>£281,770.55</b>	<b>£282,731.01</b>	<b>£278,421.31</b>
199	Earmarked Project income	£84,472.41	£6,315.94	£6,315.94	£0.00
<b>Total Admin</b>		<b>£317,471.71</b>	<b>£288,086.49</b>	<b>£289,046.95</b>	<b>£278,421.31</b>
<b>Community</b>					
500	Carnival	£0.00	£3,500.00	£0.00	£3,500.00
<b>Total Community</b>		<b>£0.00</b>	<b>£3,500.00</b>	<b>£0.00</b>	<b>£3,500.00</b>
<b>Burial Ground</b>					
800	Interment				
	800/41 Bishopstoke Cemetery	£9,500.00	£12,000.00	£12,000.00	£12,000.00
	800/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
800	Interment Total	£9,500.00	£12,000.00	£12,000.00	£12,000.00
810	Burial Grant Purchase				
	810/41 Bishopstoke Cemetery	£8,200.00	£4,000.00	£5,420.00	£4,000.00
	810/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
810	Burial Grant Purchase Total	£8,200.00	£4,000.00	£5,420.00	£4,000.00
820	Grant Transfer				
	820/41 Bishopstoke Cemetery	£210.00	£150.00	£315.00	£150.00
	820/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
820	Grant Transfer Total	£210.00	£150.00	£315.00	£150.00
830	Memorials				
	830/41 Bishopstoke Cemetery	£2,765.00	£2,000.00	£2,670.00	£2,000.00
	830/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
830	Memorials Total	£2,765.00	£2,000.00	£2,670.00	£2,000.00
840	Donations / Recovered Costs Total	£90.00	£0.00	£0.00	£0.00
850	Child Funeral Fund Total	£0.00	£0.00	£0.00	£0.00
860	General	£0.00	£0.00	£0.00	£0.00
870	S106				
<b>Total Burial Ground</b>		<b>£20,765.00</b>	<b>£18,150.00</b>	<b>£20,405.00</b>	<b>£18,150.00</b>
<b>Allotments</b>					
900	Rent				
	900/37 Underwood Road	£3,761.15	£4,000.00	£4,287.01	£4,000.00
	900/38 Jockey Lane	£950.00	£1,000.00	£1,092.17	£1,000.00
	900/39 Sewall Drive	£0.00	£0.00	£0.00	£0.00
	900/40 Bow Lake Gardens	£0.00	£2,000.00	£0.00	£2,000.00
900	Rent Total	£4,711.15	£7,000.00	£5,379.18	£7,000.00
910	Deposits Total	£0.00	£0.00	£0.00	£0.00
920	General	£0.00	£0.00	£0.00	£0.00
<b>Total</b>	<b>Allotments</b>	<b>£4,711.15</b>	<b>£7,000.00</b>	<b>£5,379.18</b>	<b>£7,000.00</b>
<b>Total</b>	<b>Income</b>	<b>£342,947.86</b>	<b>£316,736.49</b>	<b>£314,831.13</b>	<b>£307,071.31</b>

Bishopstoke Parish Council  
1st draft budget 2023/24

**EXPENDITURE**

		<b>2021/22 Actual</b>	<b>2022/23 Budget</b>	<b>2022/23 TOTAL (Actual + Forecast)</b>	<b>2023/24 Budget</b>
1000	Salaries Total	£77,306.04	£91,000.00	£92,506.72	£99,000.00
1001	NI Total	£5,801.30	£6,000.00	£7,936.48	£10,100.00
1002	Pensions Total	£15,615.85	£20,000.00	£19,602.81	£25,500.00
1003	Staff Expenses Total	£2,518.10	£3,680.00	£2,702.53	£2,607.00
1100	Staff Training Total	£505.00	£850.00	£1,478.75	£650.00
1200	Seminars / Conferences	£0.00	£0.00	£0.00	£0.00
1300	Recruitment	£0.00	£0.00	£0.00	£0.00
1400	Office Consumables	£345.87	£1,000.00	£1,000.00	£1,000.00
1500	Printer Ink	£447.33	£500.00	£622.73	£750.00
1999	Suspense	£0.00	£0.00	£0.00	£0.00
<b>Total Admin</b>		<b>£102,539.49</b>	<b>£123,030.00</b>	<b>£125,850.02</b>	<b>£139,607.00</b>
<b>Council</b>					
2000	Audit	£1,550.00	£1,500.00	£1,590.00	£1,700.00
2100	Insurance	£2,600.73	£2,750.00	£2,600.93	£2,750.00
2200	Professional Memberships	£2,301.39	£2,500.00	£3,034.67	£3,000.00
2300	Room Hire	£1,100.00	£2,000.00	£2,000.00	£7,000.00
2400	Reference Materials	£32.40	£0.00	£164.99	£200.00
2500	Councillor Elections	£6,382.83	£2,000.00	£2,500.00	£2,000.00
2501	Councillor Training	£420.00	£500.00	£500.00	£500.00
2502	Chair's Expenses	£17.00	£150.00	£120.00	£150.00
2503	Councillor's Expenses	£0.00	£50.00	£50.00	£50.00
2600	IT Software / Subscriptions	£2,715.27	£4,000.00	£4,000.00	£4,000.00
<b>Total Council</b>		<b>£17,119.62</b>	<b>£15,450.00</b>	<b>£16,560.59</b>	<b>£21,350.00</b>
<b>Buildings</b>					
3000	Grounds Contract				
3000/10	Parish Office	£0.00	£0.00	£0.00	£0.00
3000/11	Shears Mill	£427.80	£944.00	£943.92	£1,038.31
3000	Grounds Contract Total	£427.80	£944.00	£943.92	£1,038.31
3100	Additional Grounds Maintenance				
3100/10	Parish Office	£943.54	£800.00	£200.00	£800.00
3100/11	Shears Mill	£265.00	£250.00	£0.00	£250.00
3100	Additional Grounds Maintenance Total	£1,208.54	£1,050.00	£200.00	£1,050.00
3200	Furnishings	£402.97	£0.00	£49.95	£0.00
3300	Cleaning				
3300/10	Parish Office	£180.00	£300.00	£150.00	£300.00
3300/11	Shears Mill	£240.00	£300.00	£200.00	£300.00
3300	Cleaning Total	£420.00	£600.00	£350.00	£600.00
3400	IT equipment Purchase	£894.12	£1,000.00	£823.03	£1,000.00
3401	IT Equipment Maintenance	£0.00	£200.00	£75.00	£200.00
3500	Maintenance				
3500/10	Parish Office	£12.50	£100.00	£0.00	£100.00
3500/11	Shears Mill	£0.00	£500.00	£660.50	£500.00
3500	Maintenance Total	£12.50	£600.00	£660.50	£600.00
3900	Utilities - Electricity				
3900/10	Parish Office	£561.27	£600.00	£1,056.94	£200.00
3900/11	Shears Mill	£151.24	£150.00	£198.34	£300.00
3900	Utilities - Electricity Total	£712.51	£750.00	£1,255.28	£500.00
<b>Total Buildings</b>		<b>£4,078.44</b>	<b>£5,144.00</b>	<b>£4,357.68</b>	<b>£4,988.31</b>

Bishopstoke Parish Council  
1st draft budget 2023/24

		<b>2021/22</b>	<b>2022/23</b>	<b>2022/23</b>	<b>2023/24</b>
		<b>Actual</b>	<b>Budget</b>	<b>TOTAL</b>	<b>Budget</b>
				<b>(Actual +</b>	
				<b>Forecast)</b>	
<b>Communications</b>					
4000	Email	£1,165.92	£1,300.00	£1,308.13	£1,400.00
4100	Websites	£133.39	£1,000.00	£250.00	£300.00
4200	Office Landline	£240.24	£600.00	£272.35	£0.00
4300	Office Broadband	£209.40		£139.60	
4400	Newsletter Printing	£3,957.94	£4,500.00	£4,257.00	£5,000.00
4500	Noticeboard Purchase	£0.00	£1,500.00	£1,500.00	£1,500.00
4501	Noticeboards Installation	£0.00	£0.00	£0.00	£300.00
4502	Parish maps noticeboards project	£0.00	£0.00	£0.00	£0.00
<b>Total Communications</b>		<b>£5,706.89</b>	<b>£8,900.00</b>	<b>£7,727.08</b>	<b>£8,500.00</b>
<b>Community</b>					
5000	Grants - General (GPC)	£3,968.66	£15,000.00	£15,000.00	£6,000.00
5002	Grants - Carnival	£0.00	£300.00	£0.00	£300.00
5003	Grants - Community Buildings	£1,584.00		£0.00	£0.00
5100	Climate Change Project	£0.00	£2,000.00	£0.00	£0.00
5200	Safety, Security & Crime Prevention	£164.91	£2,000.00	£0.00	£0.00
5300	Yzone	£25,000.00	£25,000.00	£25,000.00	£25,000.00
5400	Travel Token Repayments	£1,929.00	£3,800.00	£2,464.00	£3,800.00
5401	Travel Token New	£0.00	£200.00	£201.60	£200.00
5500	Neighbourhood Plan Consultants	£0.00	£0.00	£1,000.00	£1,000.00
5501	Neighbourhood Plan Publicity	£124.39	£0.00	£200.00	£200.00
5502	Neighbourhood Plan General	£0.00	£0.00	£0.00	£0.00
5600	Carnival	£72.50	£8,000.00	£1,692.69	£8,000.00
5700	War Memorial	£225.02	£0.00	£0.00	£0.00
5800	Village trail Project	£0.00		£0.00	£0.00
<b>Total Community</b>		<b>£33,068.48</b>	<b>£56,300.00</b>	<b>£45,558.29</b>	<b>£44,500.00</b>
<b>Street</b>					
6000	Bus Shelters Purchase	£0.00	£0.00	£0.00	£0.00
6002	Bus Shelter Maintainance	£813.60	£0.00	£75.00	£1,000.00
6003	Bus Shelter Cleaning	£0.00	£1,000.00	£1,000.00	£1,000.00
	6100 Benches Purchase	£0.00		£0.00	
	6100/44 Old St Mary's	£0.00	£0.00	£0.00	£0.00
	6100/45 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	6100/99 Other Locations	£0.00	£0.00	£6,000.00	£0.00
6100	Benches Purchase Total	£0.00	£3,000.00	£6,000.00	£1,000.00
6200	Bins Purchase	£0.00	£3,000.00	£371.95	£3,000.00
6203	Bins Emptying	£1,221.62	£2,000.00	£1,326.53	£3,500.00
6300	Clocks Purchase	£0.00	£0.00	£0.00	£0.00
6302	Clocks Maintenance	£0.00	£100.00	£0.00	£100.00
6500	Christmas Decorations Purchase	£0.00	£0.00	£0.00	£0.00
6600	Defibrillators Purchase	£0.00	£7,000.00	£7,000.00	£0.00
<b>Total Street Furniture</b>		<b>£2,035.22</b>	<b>£16,100.00</b>	<b>£15,773.48</b>	<b>£9,600.00</b>

Bishopstoke Parish Council  
1st draft budget 2023/24

	2021/22 Actual	2022/23 Budget	2022/23 TOTAL (Actual + Forecast)	2023/24 Budget
<b>Play Area &amp; Open Space</b>				
7000	Grounds Contract			
	7000/30 Glebe Meadow			
	7000/30/21 Play Area	£1,040.40	£0.00	
	7000/30/22 Open Space	£5,605.08	£11,650.00	£11,649.96
	7000/30/23 Skate Park	£655.20	£0.00	
	7000/30 Glebe Meadow Total	£7,300.68	£11,650.00	£11,649.96
	7000/31 Church Road			
	7000/31/21 Play Area	£2,800.80	£4,667.00	£4,667.04
	7000/31 Church Road Total	£2,800.80	£4,667.00	£4,667.04
	7000/32 Sayers Road			
	7000/32/21 Play Area	£3,157.20	£6,455.00	£6,455.04
	7000/32 Sayers Road Total	£3,157.20	£6,455.00	£6,455.04
	7000/33 Otter Close			
	7000/33/21 Play Area	£1,040.40	£4,307.00	£4,307.04
	7000/33/22 Open Space	£2,557.80	£3,442.50	£3,442.56
	7000/33 Otter Close Total	£3,598.20	£7,749.50	£7,749.60
	7000/34 Templecombe Road			
	7000/34/21 Play Area	£847.80	£3,177.00	£3,177.00
	7000/34/22 Open Space	£1,134.00	£1,215.00	£1,215.00
	7000/34 Templecombe Road Total	£1,981.80	£4,392.00	£4,392.00
	7000/35 Brookfield			
	7000/35/21 Play Area	£1,288.20	£0.00	
	7000/35/22 Open Space	£4,483.80	£13,277.00	£13,277.04
	7000/35 Brookfield Total	£5,772.00	£13,277.00	£13,277.04
	7000/80 Bus Shelter Bins	£514.80	£0.00	
<b>7000</b>	<b>Total Grounds Contract</b>	<b>£25,125.48</b>	<b>£48,190.50</b>	<b>£48,190.68</b>
7100	Additional Grounds Maintenance			
	7100/30 Glebe Meadow			
	7100/30/22 Open Space	£901.87	£800.00	£0.00
	7100/30/23 Skate Park	£50.00	£200.00	£0.00
	7100/30 Glebe Meadow Total	£951.87	£1,000.00	£0.00
	7100/31 Church Road			
	7100/31/21 Play Area	£0.00	£200.00	£0.00
	7100/31 Church Road Total	£0.00	£200.00	£0.00
	7100/32 Sayers Road			
	7100/32/21 Play Area	£45.00	£200.00	£200.00
	7100/32 Sayers Road Total	£45.00	£200.00	£200.00
	7100/33 Otter Close			
	7100/33/22 Open Space	£50.00	£200.00	£0.00
	7100/33 Otter Close Total	£50.00	£200.00	£0.00
	7100/34 Templecombe Road			
	7100/34/21 Play Area	£0.00	£200.00	£0.00
	7100/34 Templecombe Road Total	£0.00	£200.00	£0.00
	7100/36 Brookfield			
	7100/36/22 Open Space	£2,835.00	£1,200.00	£220.00
	7100/36 Brookfield Total	£2,835.00	£1,200.00	£220.00
<b>7100</b>	<b>Additional Grounds Maintenance Total</b>	<b>£3,881.87</b>	<b>£3,000.00</b>	<b>£420.00</b>
				<b>£3,000.00</b>



Bishopstoke Parish Council  
1st draft budget 2023/24

	<b>2021/22 Actual</b>	<b>2022/23 Budget</b>	<b>2022/23 TOTAL (Actual + Forecast)</b>	<b>2023/24 Budget</b>
7300				
Play Equipment Purchase				
7300/30 Glebe Meadow				
7300/30/21 Play Area	£0.00	£0.00	£0.00	£0.00
7300/30/22 Open Space	£0.00	£0.00	£0.00	£0.00
7300/30/23 Skate Park	£0.00	£0.00	£0.00	£0.00
7300/30 Glebe Meadow Total	£0.00	£0.00	£0.00	£0.00
7300/31 Church Road				
7300/31/21 Play Area	£0.00	£0.00	£0.00	£0.00
7300/31 Church Road Total	£0.00	£0.00	£0.00	£0.00
7300/32 Sayers Road				
7300/32/21 Play Area	£0.00	£0.00	£0.00	£0.00
7300/32 Sayers Road Total	£0.00	£0.00	£0.00	£0.00
7300/33 Otter Close				
7300/33/21 Play Area	£0.00	£6,315.94	£0.00	£0.00
7300/33/22 Open Space	£7,366.39	£0.00	£1,282.50	£0.00
7300/33 Otter Close Total	£7,366.39	£6,315.94	£1,282.50	£0.00
7300/34 Templecombe Road				
7300/34/21 Play Area	£0.00	£0.00	£0.00	£0.00
7300/34 Templecombe Road Total	£0.00	£0.00	£0.00	£0.00
7300/35 Brookfield				
7300/35/21 Play Area	£0.00	£0.00	£24,938.00	£0.00
7300/35/22 Open Space	£0.00	£0.00	£7,866.45	£0.00
7300/35/24 MUGA	£0.00	£0.00	£0.00	£0.00
7300/35/25 BMX Track	£0.00	£0.00	£1,808.00	£0.00
7300/35 Brookfield Total	£0.00	£0.00	£34,612.45	£0.00
7300/36 Judges Gully Copse				
7300/36/21 Play Area	£0.00	£0.00	£0.00	£0.00
7300/36 Judges Gully Copse Total	£0.00	£0.00	£0.00	£0.00
<b>7300</b>	<b>£7,366.39</b>	<b>£6,315.94</b>	<b>£35,894.95</b>	<b>£0.00</b>
7301				
Equipment Maintenance				
7301/30 Glebe Meadow				
7301/30/21 Play Area	£7,220.02	£2,000.00	£490.00	£2,000.00
7301/30/22 Open Space	£292.50	£0.00	£0.00	£0.00
7301/30/23 Skate Park	£721.00	£0.00	£0.00	£0.00
7301/30 Glebe Meadow Total	£8,233.52	£2,000.00	£490.00	£2,000.00
7301/31 Church Road				
7301/31/21 Play Area	£1,704.87	£30,484.61	£31,546.14	£1,500.00
7301/31 Church Road Total	£1,704.87	£30,484.61	£31,546.14	£1,500.00
7301/32 Sayers Road				
7301/32/21 Play Area	£3,155.16	£2,000.00	£490.00	£2,000.00
7301/32 Sayers Road Total	£3,155.16	£2,000.00	£490.00	£2,000.00
7301/33 Otter Close				
7301/33/21 Play Area	£1,833.76	£1,500.00	£834.79	£1,500.00
7301/33 Otter Close Total	£1,833.76	£1,500.00	£834.79	£1,500.00
7301/34 Templecombe Road				
7301/34/21 Play Area	£566.66	£9,984.40	£12,772.93	£1,500.00
7301/34 Templecombe Road Total	£566.66	£9,984.40	£12,772.93	£1,500.00

Bishopstoke Parish Council  
1st draft budget 2023/24

		<b>2021/22 Actual</b>	<b>2022/23 Budget</b>	<b>2022/23 TOTAL (Actual + Forecast)</b>	<b>2023/24 Budget</b>
7301/36	Brookfield				
7301/36/21	Play Area	£11,300.82	£28,765.85	£32,660.78	£1,500.00
7301/36/24	MUGA	£0.00	£500.00	£0.00	£500.00
7301/36	Total Brookfield	£11,300.82	£29,265.85	£32,660.78	£2,000.00
<b>7301</b>	<b>Play Area Maintenance Total</b>	<b>£26,794.79</b>	<b>£75,234.86</b>	<b>£78,794.64</b>	<b>£10,500.00</b>
7302	Play Area Inspections	£1,947.00	£2,000.00	£1,971.35	£2,500.00
7399	Play Area & Open Space Other	£0.00	£0.00	£175.00	£0.00
7400/30	Glebe Meadow	£0.00	£0.00	£0.00	£0.00
7400/30/22	Open Space	£0.00		£0.00	
7400/35	Brookfield				
7400/35/22	Open Space	£3,825.00	£0.00	£0.00	£0.00
7400	Works and Improvements Total	£3,825.00	£0.00	£0.00	£0.00
7800	Trees				
7800/30	Glebe Meadow				
7800/30/21	Play Area	£0.00		£0.00	
7800/30/22	Open Space	£1,455.00	£1,500.00	£0.00	£1,500.00
7800/31	Church Road				
7800/31/21	Play Area	£600.00	£1,000.00	£0.00	£1,000.00
7800/32	Sayers Road				
7800/32/21	Play Area	£1,910.00	£1,000.00	£0.00	£1,000.00
7800/33	Otter Close				
7800/33/21	Play Area	£0.00	£0.00	£0.00	£0.00
7800/33/22	Open Space	£1,200.00	£1,500.00	£0.00	£1,500.00
7800/34	Templecombe Road				
7800/34/22	Open Space	£530.00	£1,000.00	£0.00	£1,000.00
7800/35	Brookfield				
7800/35/22	Open Space	£5,890.00	£3,000.00	£5,000.00	£3,000.00
7800/36	Judges Gully				
7800/36/21	Play Area	£0.00	£0.00	£0.00	£0.00
7800/39	Sewall Drive				
7800/39/22	Open Space	£0.00	£0.00	£0.00	£0.00
7800/40	Bow Lake Gardens				
7800/40/22	Open Space	£0.00	£0.00	£0.00	£0.00
7800/40/26	Orchard	£0.00	£0.00	£0.00	£0.00
<b>7800</b>	<b>Trees Total</b>	<b>£11,585.00</b>	<b>£9,000.00</b>	<b>£5,000.00</b>	<b>£9,000.00</b>
7801	Tree Surveys	£100.00	£1,500.00	£1,680.00	£2,000.00
<b>Total Play Area &amp; Open Space</b>		<b>£80,625.53</b>	<b>£145,241.30</b>	<b>£172,126.62</b>	<b>£80,009.75</b>

Bishopstoke Parish Council  
1st draft budget 2023/24

	2021/22 Actual	2022/23 Budget	2022/23 TOTAL (Actual + Forecast)	2023/24 Budget	
<b>Burial Ground</b>					
8000	Grounds Contract				
	8000/41 Bishopstoke Cemetery	£6,559.20	£12,419.00	£12,418.92	£13,660.81
	8000/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8000/43 St Marys	£3,493.20	£6,894.00	£6,894.00	£7,583.40
	8000/44 Old St Marys	£3,557.40	£6,119.00	£6,119.04	£6,730.94
8000	Grounds Contract Total	£13,609.80	£25,432.00	£25,431.96	£27,975.16
8100	Additional Grounds Maintenance				
	8100/41 Bishopstoke Cemetery	£2,223.25	£1,000.00	£1,785.70	£1,000.00
	8100/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8100/43 St Marys	£385.10	£500.00	£648.70	£500.00
	8100/44 Old St Marys	£150.00	£250.00	£435.00	£250.00
8100	Additional Grounds Maintenance Total	£2,758.35	£1,750.00	£2,869.40	£1,750.00
8200	Fences Total	£0.00	£0.00	£0.00	£0.00
8300	Replacement Benches Total	£0.00	£0.00	£0.00	£0.00
8399	Burial Authority Other	£206.67	£0.00	£0.00	£0.00
8400	Works & Improvements				
	8400/41 Bishopstoke Cemetery	£1,357.00	£7,200.00	£2,769.86	£5,000.00
	8400/42 Stoke Common Cemetery	£0.00	£0.00	£1,500.00	£0.00
	8400/43 St Mary's	£10,406.65	£1,000.00	£4,415.72	£1,000.00
	8400/44 Old St Mary's	£0.00	£0.00	£0.00	£0.00
8400	Works & Improvements Total	£11,763.65	£32,622.97	£33,108.55	£6,000.00
8500	Memorial Costs				
	8500/41 Bishopstoke Cemetery	£0.00	£1,500.00	£1,500.00	£1,500.00
	8500/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8500/43 St Mary's	£0.00	£0.00	£0.00	£0.00
	8500/44 Old St Mary's	£0.00	£0.00	£0.00	£0.00
8500	Memorial Costs Total	£0.00	£1,500.00	£1,500.00	£1,500.00
8800	Trees				
	8800/41 Bishopstoke Cemetery	£3,020.00	£2,500.00	£3,310.00	£2,500.00
	8800/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8800/43 St Marys	£2,490.00	£4,000.00	£4,500.00	£4,000.00
	8800/44 Old St Mary's	£1,453.00	£2,000.00	£1,132.00	£2,000.00
8800	Trees Total	£6,963.00	£8,500.00	£8,942.00	£8,500.00
8901	Utilities - Water				
	8901/41 Bishopstoke Cemetery	£50.54	£300.00	£145.65	£300.00
	8901/42 Stoke Common Cemetery	£0.00	£200.00	£0.00	£200.00
8901	Utilities - Water Total	£50.54	£500.00	£145.65	£500.00
<b>Total Burial</b>	<b>£35,352.01</b>	<b>£70,304.97</b>	<b>£71,997.56</b>	<b>£46,225.16</b>	

Bishopstoke Parish Council  
1st draft budget 2023/24

		<b>2021/22 Actual</b>	<b>2022/23 Budget</b>	<b>2022/23 TOTAL (Actual + Forecast)</b>	<b>2023/24 Budget</b>
<b>Allotments</b>					
9000	Grounds Contract				
	9000/37 Underwood Road	£252.00	£540.00	£540.00	£594.00
	9000/38 Jockey Lane	£378.00	£860.00	£859.92	£945.91
9000	Grounds Contract Total	£630.00	£1,400.00	£1,399.92	£1,539.91
9100	Additional Grounds Maintenance				
	9100/37 Underwood Road	£215.00	£200.00	£370.00	£500.00
	9100/38 Jockey Lane	£0.00	£200.00	£200.00	£500.00
9100	Total	£215.00	£400.00	£570.00	£1,000.00
9200	Fences Total	£0.00	£0.00	£0.00	£0.00
9300	Equipment Purchase				
	9300/37 Underwood Road	£594.99	£500.00	£1,011.10	£1,000.00
	9300/39 Jockey Lane	£321.80	£200.00	£135.82	£200.00
9300	Equipment Purchase Total	£916.79	£700.00	£1,146.92	£1,200.00
9399	Allotments Other	£386.66	£0.00	£200.00	£200.00
9400	Works & Improvements				
	9400/37 Underwood Road	£1,607.01	£6,000.00	£0.00	£1,000.00
	9400/38 Jockey Lane	£0.00	£2,000.00	£0.00	£1,000.00
9400	Works & Improvements Total	£1,607.01	£8,000.00	£0.00	£2,000.00
9600	Plot Maintenance and Clearance				
	9600/37 Underwood Road	£2,895.68	£1,000.00	£6,515.15	£5,000.00
	9600/38 Jockey Lane	£826.00	£500.00	£260.00	£750.00
9600	Plot Maintenance and Clearance Total	£3,721.68	£1,500.00	£6,775.15	£5,750.00
9700	Buildings (Inc. sheds)				
	9700/37 Underwood Road	£1,005.03	£500.00	£0.00	£500.00
	9700/38 Jockey Lane	£0.00	£200.00	£0.00	£200.00
9700	Buildings (Inc. sheds) Total	£1,005.03	£700.00	£0.00	£700.00
9800	Trees				
	9800/37 Underwood Road	£2,200.00	£2,000.00	£1,000.00	£2,000.00
	9800/38 Jockey Lane	£0.00	£1,000.00	£0.00	£1,000.00
9800	Trees Total	£2,200.00	£3,000.00	£1,000.00	£3,000.00
9900	Utilities - Electricity				
	9900/1 Underwood Road	£316.74	£800.00	£458.59	£800.00
9900	Utilities - Electricity Total	£316.74	£800.00	£458.59	£800.00
9901	Utilities - Water				
	9901/37 Underwood Road	£692.32	£2,500.00	£1,271.24	£2,500.00
	9901/38 Jockey Lane	£198.55	£500.00	£460.57	£500.00
9901	Utilities - Water Total	£890.87	£3,000.00	£1,731.81	£3,000.00
9999	Earmarked Projects	£0.00	£0.00	£0.00	£0.00
<b>Total Allotments</b>		<b>£11,889.78</b>	<b>£19,500.00</b>	<b>£13,282.39</b>	<b>£19,189.91</b>
<b>Total</b>		<b>£292,415.46</b>	<b>£459,970.27</b>	<b>£473,233.71</b>	<b>£373,970.13</b>

Bishopstoke Parish Council  
1st Draft Budget 2023/24

PROJECTIONS

Description	Actual 2021-22	Projection 2022-23	Budget 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27
<b>Precept increase</b>			<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
Precept	£ 231,399.37	£281,270.55	£ 277,421.31	£ 277,421.31	£ 277,421.31	£ 277,421.31
Council tax support grant	£ -	£ -		£ -	£ -	£ -
Interest receivable	£ 1,439.93	£1,460.46	£1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
Other receipts	£ 160.00	£0.00	£ -	£ -	£ -	£ -
Cemetery fees	£ 20,765.00	£20,405.00	£ 18,150.00	£ 18,150.00	£ 18,150.00	£ 18,150.00
Allotment income	£ 4,711.15	£5,379.18	£ 7,000.00	£ 7,000.00	£ 7,000.00	£ 7,000.00
Carnival income	£ -	£ -	£ 3,500.00	£ 3,500.00	£ 3,500.00	£ 3,500.00
Income Sub Total	£ 258,475.45	£ 308,515.19	£ 307,071.31	£ 307,071.31	£ 307,071.31	£ 307,071.31
Earmark income	£ 84,472.41	£6,315.94	£ -	£ -	£ -	£ -
Total Expenditure	£ 292,415.46	£345,979.59	£373,970.13	£377,312.65	£380,788.88	£384,404.16
Surplus / Deficit	-£ 33,940.01	-£ 37,464.40	-£ 66,898.82	-£ 70,241.35	-£ 73,717.57	-£ 77,332.85
Earmark expenditure		£ 127,254.12				
Tfr between earmark & free reserves			-£25,000.00	-£25,000.00	-£25,000.00	-£25,000.00
Free Reserves at start of year	£ 55,601.03	£ 124,118.22	£ 86,653.82	-£ 5,245.00	-£ 100,486.35	-£ 199,203.92
Earmarked at start of year	£ 163,922.97	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00
<i>Total overall reserves</i>	£ 219,524.00	£ 270,056.40	£ 111,653.82	£ 44,755.00	-£ 25,486.35	-£ 99,203.92
Free Reserves at end of year	£ 124,118.22	£ 86,653.82	-£ 5,245.00	-£ 100,486.35	-£ 199,203.92	-£ 301,536.77
Earmarked at end of year	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00	£ 125,000.00
<i>Total overall reserves</i>	£ 270,056.40	£ 111,653.82	£ 44,755.00	-£ 25,486.35	-£ 99,203.92	-£ 176,536.77
Free Reserves as % of precept (start of year)	24%	44%	31%	-2%	-36%	-72%
Free Reserves as % of precept (end of year)	54%	31%	-2%	-36%	-72%	-109%

Bishopstoke Parish Council  
1st Draft Budget 2023/24

PROJECTIONS

Description	Actual 2021-22	Projection 2022-23	Budget 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27
<b>Precept increase</b>			<b>25%</b>	<b>15%</b>	<b>2%</b>	<b>2%</b>
Precept	£ 231,399.37	£281,270.55	£ 346,776.63	£ 398,793.13	£ 406,768.99	£ 414,904.37
Council tax support grant	£ -	£ -		£ -	£ -	£ -
Interest receivable	£ 1,439.93	£1,460.46	£1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
Other receipts	£ 160.00	£0.00	£ -	£ -	£ -	£ -
Cemetery fees	£ 20,765.00	£20,405.00	£ 18,150.00	£ 18,150.00	£ 18,150.00	£ 18,150.00
Allotment income	£ 4,711.15	£5,379.18	£ 7,000.00	£ 7,000.00	£ 7,000.00	£ 7,000.00
Carnival income	£ -	£ -	£ 3,500.00	£ 3,500.00	£ 3,500.00	£ 3,500.00
Income Sub Total	£ 258,475.45	£ 308,515.19	£ 376,426.63	£ 428,443.13	£ 436,418.99	£ 444,554.37
Earmark income	£ 84,472.41	£6,315.94	£ -	£ -	£ -	£ -
Total Expenditure	£ 292,415.46	£345,979.59	£373,970.13	£377,312.65	£380,788.88	£384,404.16
Surplus / Deficit	-£ 33,940.01	-£ 37,464.40	£ 2,456.51	£ 51,130.48	£ 55,630.11	£ 60,150.21
Earmark expenditure		£ 127,254.12				
Tfr between earmark & free reserves			-£25,000.00	-£25,000.00	-£25,000.00	-£25,000.00
Free Reserves at start of year	£ 55,601.03	£ 124,118.22	£ 86,653.82	£ 64,110.32	£ 90,240.80	£ 120,870.91
Earmarked at start of year	£ 163,922.97	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00
<i>Total overall reserves</i>	£ 219,524.00	£ 270,056.40	£ 111,653.82	£ 114,110.32	£ 165,240.80	£ 220,870.91
Free Reserves at end of year	£ 124,118.22	£ 86,653.82	£ 64,110.32	£ 90,240.80	£ 120,870.91	£ 156,021.12
Earmarked at end of year	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00	£ 125,000.00
<i>Total overall reserves</i>	£ 270,056.40	£ 111,653.82	£ 114,110.32	£ 165,240.80	£ 220,870.91	£ 281,021.12
Free Reserves as % of precept (start of year)	24%	44%	25%	16%	22%	29%
Free Reserves as % of precept (end of year)	54%	31%	18%	23%	30%	38%

Bishopstoke Parish Council  
1st Draft Budget 2023/24

PROJECTIONS

Description	Actual 2021-22	Projection 2022-23	Budget 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27
<b>Precept increase</b>			<b>30%</b>	<b>10%</b>	<b>2%</b>	<b>2%</b>
Precept	£ 231,399.37	£281,270.55	£ 360,647.70	£ 396,712.47	£ 404,646.72	£ 412,739.65
Council tax support grant	£ -	£ -		£ -	£ -	£ -
Interest receivable	£ 1,439.93	£1,460.46	£1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
Other receipts	£ 160.00	£0.00	£ -	£ -	£ -	£ -
Cemetery fees	£ 20,765.00	£20,405.00	£ 18,150.00	£ 18,150.00	£ 18,150.00	£ 18,150.00
Allotment income	£ 4,711.15	£5,379.18	£ 7,000.00	£ 7,000.00	£ 7,000.00	£ 7,000.00
Carnival income	£ -	£ -	£ 3,500.00	£ 3,500.00	£ 3,500.00	£ 3,500.00
Income Sub Total	£ 258,475.45	£ 308,515.19	£ 390,297.70	£ 426,362.47	£ 434,296.72	£ 442,389.65
Earmark income	£ 84,472.41	£6,315.94	£ -	£ -	£ -	£ -
Total Expenditure	£ 292,415.46	£345,979.59	£373,970.13	£377,312.65	£380,788.88	£384,404.16
Surplus / Deficit	-£ 33,940.01	-£ 37,464.40	£ 16,327.57	£ 49,049.82	£ 53,507.84	£ 57,985.50
Earmark expenditure		£ 127,254.12				
Tfr between earmark & free reserves			-£25,000.00	-£25,000.00	-£25,000.00	-£25,000.00
Free Reserves at start of year	£ 55,601.03	£ 124,118.22	£ 86,653.82	£ 77,981.39	£ 102,031.20	£ 130,539.04
Earmarked at start of year	£ 163,922.97	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00
<i>Total overall reserves</i>	£ 219,524.00	£ 270,056.40	£ 111,653.82	£ 127,981.39	£ 177,031.20	£ 230,539.04
Free Reserves at end of year	£ 124,118.22	£ 86,653.82	£ 77,981.39	£ 102,031.20	£ 130,539.04	£ 163,524.54
Earmarked at end of year	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00	£ 125,000.00
<i>Total overall reserves</i>	£ 270,056.40	£ 111,653.82	£ 127,981.39	£ 177,031.20	£ 230,539.04	£ 288,524.54
Free Reserves as % of precept (start of year)	24%	44%	24%	20%	25%	32%
Free Reserves as % of precept (end of year)	54%	31%	22%	26%	32%	40%

Bishopstoke Parish Council  
1st Draft Budget 2023/24

PROJECTIONS

Description	Actual 2021-22	Projection 2022-23	Budget 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27
<b>Precept increase</b>			<b>35%</b>	<b>5%</b>	<b>2%</b>	<b>2%</b>
Precept	£ 231,399.37	£281,270.55	£ 374,518.76	£ 393,244.70	£ 401,109.60	£ 409,131.79
Council tax support grant	£ -	£ -		£ -	£ -	£ -
Interest receivable	£ 1,439.93	£1,460.46	£1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
Other receipts	£ 160.00	£0.00	£ -	£ -	£ -	£ -
Cemetery fees	£ 20,765.00	£20,405.00	£ 18,150.00	£ 18,150.00	£ 18,150.00	£ 18,150.00
Allotment income	£ 4,711.15	£5,379.18	£ 7,000.00	£ 7,000.00	£ 7,000.00	£ 7,000.00
Carnival income	£ -	£ -	£ 3,500.00	£ 3,500.00	£ 3,500.00	£ 3,500.00
Income Sub Total	£ 258,475.45	£ 308,515.19	£ 404,168.76	£ 422,894.70	£ 430,759.60	£ 438,781.79
Earmark income	£ 84,472.41	£6,315.94	£ -	£ -	£ -	£ -
Total Expenditure	£ 292,415.46	£345,979.59	£373,970.13	£377,312.65	£380,788.88	£384,404.16
Surplus / Deficit	-£ 33,940.01	-£ 37,464.40	£ 30,198.64	£ 45,582.05	£ 49,970.72	£ 54,377.63
Earmark expenditure		£ 127,254.12				
Tfr between earmark & free reserves			-£25,000.00	-£25,000.00	-£25,000.00	-£25,000.00
Free Reserves at start of year	£ 55,601.03	£ 124,118.22	£ 86,653.82	£ 91,852.45	£ 112,434.50	£ 137,405.22
Earmarked at start of year	£ 163,922.97	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00
<i>Total overall reserves</i>	£ 219,524.00	£ 270,056.40	£ 111,653.82	£ 141,852.45	£ 187,434.50	£ 237,405.22
Free Reserves at end of year	£ 124,118.22	£ 86,653.82	£ 91,852.45	£ 112,434.50	£ 137,405.22	£ 166,782.85
Earmarked at end of year	£ 145,938.18	£ 25,000.00	£ 50,000.00	£ 75,000.00	£ 100,000.00	£ 125,000.00
<i>Total overall reserves</i>	£ 270,056.40	£ 111,653.82	£ 141,852.45	£ 187,434.50	£ 237,405.22	£ 291,782.85
Free Reserves as % of precept (start of year)	24%	44%	23%	23%	28%	34%
Free Reserves as % of precept (end of year)	54%	31%	25%	29%	34%	41%



## Finance Committee

### Church grants requests

The attached grant requests have been sent by the St Mary's Church Eco Team. They included the following statement:

"I am applying for a grant from the Bishopstoke Parish Council as a local community group. The grant application is from the Eco Team at the Parish of Bishopstoke. The PCC has approved me applying for this grant on behalf of the Parish. I have also attached the requested financial documents and our child protection policy.

There are 2 applications to be considered:

**Application 1** is for our churchyard and plans to plant 3 small trees to replace the self-seeded Oak tree that required felling recently. We have chosen to replace it with 2 Field Maples (£23.50 each) and 1 Rowan tree at £29.50 (all native trees). Please find attached the price list from a local tree supplier. I also phoned for advice that we will need a 1.8 x 60 mm stake (£3.95 each) and a buckle tree tie (75p each) per tree.

We would also like to support birds in our churchyard and were also advised to purchase some boxes to put on our existing trees. We would like to buy 2 boxes (£31.35 & £32.45) from a reputable company (Habitat Aid).

**Application 2** came about when we learnt about the plight of Swift birds. They are adorable birds, who fly all the way from Africa (often without landing as they microsleep and eat) in the spring and due to newer style houses not having suitable nesting spots they haven't been able to nest and are now in serious decline, in fact they have just been red-listed. They need more nesting sites and have been spotted in Bishopstoke, therefore swift boxes here would be vital for them to nest and increase their numbers. If you are interested in learning more, please check: <https://www.hampshireswifts.co.uk/> as they are loyal to their nesting sites.

I contacted Catharine Gale from Hampshire Swifts to order a box. It costs £35 for a box and £55 for the call attraction system, which is needed if boxes are on different streets. I confused the price at the start and understood that it was £55 for the call system and box. I asked other people in the church congregation if they would like a box for £35, as I wasn't sure everyone would need a call system at that point.

7 people from the church have said they would like a box, and have agreed to pay £35. However, after checking with Catharine, I realised we would ALL need a call system and that would be an extra £55, therefore £90 per person. It is quite a lot for each person to pay!

Therefore, I have applied for the grant for £55 each for the 7 people (including me) who agreed to pay £35 for the box (£385) and we would also love to offer 5 more boxes to people who wouldn't otherwise afford it in the area (from the congregation) so the remainder of the grant application is for 5 boxes and call systems (£450)."

**Clerk's note**

The Committee will know that any grant given to churches and religious organisations can only be given if there is a demonstrated community purpose. Examples recently include grants given to both the Evangelical church and the Methodist church to improve facilities for community hirers. For each of these applications the Committee will need to assure itself that this test is satisfied.

With regard to the trees in the church grounds the Committee should also be aware that the Parish Council is responsible for health & safety in the churchyard itself, and for the maintenance of items in the churchyard, but not the building. This is a limited responsibility. For example, the Council would repair or remove a broken bench, but would not replace it. Recently we have been required to remove a tree that was overhanging a neighbouring garden. It is my understanding that the Diocese required new trees to be planted to replace the tree being removed. The Parish Council only has the responsibility of removing the tree, not for replacing it, and so only paid for the removal.



## **APPLICATION FOR GRANT AID**

1.	Name of Organisation	Parish of Bishopstoke (St Marys & St Pauls)
7.	Objectives and Member Criteria	Eco team objectives – to assist and encourage nature in our community and to inspire the local community to engage with nature.
8.	Total Membership Proportion in BStoke	Eco team: 12 members all live in Bishopstoke.
9.	Total Grant	£154.40 + £32 = £186.40
10.	Grant Purpose	3 x trees to plant in churchyard (2 field maple, 1 rowan) + mixed wildflower seeds for churchyard. 2 x birdboxes
11.	Estimated income of organisation	Eco team - £0
12.	Estimated expenditure of organisation	Eco Team - £1,000
13.	Other funding	We plan to hold a summer event with donations for tea, coffee & cake although we aim this towards a solar panel roof for the church.

## **APPLICATION FOR GRANT AID**

1.	Name of Organisation	Parish of Bishopstoke (St Marys & St Pauls)
7.	Objectives and Member Criteria	Eco team objectives – to assist and encourage nature in our community and to inspire the local community to engage with nature.
8.	Total Membership Proportion in BStoke	Eco team: 12 members all live in Bishopstoke.
9.	Total Grant	£835
10.	Grant Purpose	£385 – call attraction system for swift boxes (7) £450 – 5 x swift boxes + call attraction systems
11.	Estimated income of organisation	Eco team - £0
12.	Estimated expenditure of organisation	Eco Team - £1,000
13.	Other funding	We plan to hold a summer event with donations for tea, coffee & cake although we aim this towards a solar panel roof for the church.