

ADOPTED BY COUNCIL 26/01/22

A	B	C	D	E	F	G	H	I
Bury St Edmunds Town Council Budget 2022-2023 v.4								
EXPENDITURE		Last Year (to 31.03.21)	Current Year (to 31 March 2022)			Next Year (01.04.22)		
		Actual	Actual to December 2021 (Mth 9)	Agreed Budget	Committed Expenditure	Projected Year End	Budget	Notes
4	4000 Staff Salaries Gross	£72,429	£54,356	£73,878	£18,107	£72,463	£75,356	Increased by 2% in anticipation of an agreed pay increase
5	4001 Employers National Insurance	£6,359	£4,750	£6,486	£1,583	£6,333	£6,697	Includes the additional 1.25% employers NIC
6	4002 Employers Pension Costs	£17,383	£12,494	£17,731	£4,165	£16,659	£17,332	23% of gross salary
7	4003 Agency/Temp/Consultancy	£0	£900	£2,000	£1,100	£2,000	£4,000	
8	4004 Staff Travel	£35	£0	£150	£40	£40	£150	
9	4005 Training & Other Staff Costs	£200	£274	£3,000	£25	£299	£2,000	
10	4106 Allowance - Chairman/Town Mayor	£0	£0	£500	£50	£50	£550	
11	4112 Audit - Independent	£390	£0	£500	£450	£450	£500	
12	4113 Audit - External	£1,600	£0	£1,300	£1,300	£1,300	£1,300	Based on income or expenditure band £500,001 - £750,000
13	4115 Bank Charges	£315	£133	£300	£53	£186	£300	
14	4118 Business Rates	£987	£975	£200	£86	£1,061	£1,200	Assumes eligibility for Small Business Rates relief on ground floor office premises; Levy payable in respect of voluntary membership of BID £200.
15	4125 Computer Mtce incl Phones	£4,277	£5,894	£4,708	£1,551	£7,445	£6,045	IT Service Level Agreement cost (excludes dual-hatted Councillors) plus phone services and call costs £30; Website hosting £60.
16	4126 Computer Software	£260	£260	£1,786	£0	£260	£2,470	Office 365 licences x11 (excludes dual-hatted Councillors); Financial software and support £270.
17	4128 Election Expenses	£0	£5,178	£8,000	£0	£5,178	£8,000	(St Olaves May 2021 election costs spend from ear marked reserve)
18	4131 Emergency repairs/maintenance	£278	£145	£530	£0	£145	£530	
19	4132 Health & Safety	£120	£0	£250	£0	£0	£250	
20	4133 Insurance	£2,737	£5,229	£4,000	£0	£5,229	£4,000	Includes Buildings insurance payable to Landlord
21	4136 Legal Expenses	£2,596	£0	£5,000	£0	£0	£5,000	
22	4137 Meeting Room Hire	£0	£450	£0	£1,050	£1,500	£1,800	£150 per month (fixed amount)
23	4140 Office Equipment	£3,363	£693	£2,000	£851	£1,544	£2,500	New copier lease costs; Colour printer
24	4141 Office Rental	£11,060	£10,000	£10,000	£0	£10,000	£10,000	

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		Last Year (to 31.03.21)	Actual		Actual to December 2021 (Mth 9)	Agreed Budget			Committed Expenditure	Projected Year End		Budget
2	EXPENDITURE											Next Year (01.04.22)
3												
25	4142 Office Service Charge	£3,239	£3,239	£562	£2,500	£225	£787	£2,500				Heating, lighting, water, cleaning and all services provided under the terms of the lease
26	4143 Office Relocation expenses	£4,845	£4,845	£8,455	£4,000	£0	£8,455	£2,200				Erection of Coat of Arms
27	4145 Professional Fees	£478	£478	£623	£525	£0	£623	£525				Clerk/Asst. Clerk membership of SLCC
28	4146 Petty Cash	£0	£0	£0	£400	£0	£0	£400				
29	4148 Photocopying costs	£68	£68	£5	£150	£100	£105	£150				
30	4151 Section 137	£79,822	£79,822	£516	£0	£0	£516	£0				Used for grants and other expenditure where no other power exists. Also see 4353 and 4351
31	4153 Stationery	£168	£168	£46	£750	£130	£176	£750				All stationery items including printer toner cartridges and postage stamps
32	4154 Subscriptions	£3,001	£3,001	£3,060	£3,100	£0	£3,060	£3,125				SALC subscription; Data Protection fee (£35)
33	4162 Training - Councillors	£0	£0	£0	£2,000	£0	£0	£2,000				
34	4203 Bury in Bloom Basic	£5,370	£5,370	£5,370	£5,370	£0	£5,370	£5,370				Abbeygate Street/Railway Station hanging baskets
35	4236 Tourism (Dest. Mgmt. Organ.)	£20,000	£20,000	£35,000	£35,000	£0	£35,000	£35,000				Agreement increased to £35,000 per year for 2 years - 2021/22 and 2022/23 (BSETC/57/25/Sept/19 amended by BSETC/201/25/Nov/20)
36	4259 Christmas Fayre entertainment	£0	£0	£0	£10,000	£0	£0	£10,000				Agreed Full Town Council 24/11/21
37	4280 Pavements & Public Spaces	-£32,650	-£32,650	£0	£150,000	£47,233	£47,233	£150,000				
38	4290 St Edmunds Day Celebrations	£0	£0	£0	£2,500	£0	£0	£2,500				Includes Community Awards and West Suffolk College Prize Award (£200)
39	4291 Mayoral/Civic Events	£0	£0	£0	£15,000	£0	£0	£5,000				
40	4301 Allotments	£12,149	£12,149	£8,944	£14,250	£5,306	£14,250	£14,535				Routine maintenance (grass cutting, hedge cutting); water charges; £911 annual cost of land leased from WSC at Cotton Lane site; emergency repairs
41	4350 Police Community Support Officer	£69,000	£69,000	£54,000	£73,440	£18,000	£72,000	£73,440				Two fully-funded PCSOs per Service Level Agreement effective from 01 January 2021 until 31st December 2022. Annual cost of one PCSO is £36,000 (payable in advance in 2 equal instalments). Increase of 2% added to reflect anticipated pay increase.
42	4351 Locality budgets	£16,661	£16,661	£10,132	£59,500	£53,160	£63,292	£46,292				Based on #electors in ward*(£1.50)/#members in ward (in the year that Ordinary elections take place i.e. once every 4 years)
43	4353 Grant Funding	£70,002	£70,002	£82,914	£50,000	£21,859	£104,773	£100,000				

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2	EXPENDITURE														
3															
44	4359 Speed Indicator Devices	£0	£0	£200	£0	£0	£200	£0	£0	£0	£200				
45	4361 Abbey Millennium Celebrations	£0	£20,000	£20,000	£0	£20,000	£20,000	£0	£0	£20,000	£0				
46	4362 Comm & Environ Regeneration Fund	£0	£0	£40,000	£0	£40,000	£40,000	£0	£0	£0	£40,000	Agreed Full Town Council 24/11/21			
47	4386 Litter Bins	£4,905	£2,355	£5,300	£2,356	£4,711	£5,300	£2,356	£2,356	£4,711	£5,300	Weekly emptying of litter bins and dog bin plus provision for new			
48	4390 Armistice Day Commemoration	£0	£400	£550	£0	£400	£550	£0	£0	£400	£1,075	PA system, wreaths, refreshments, vehicle removal costs			
49	4391 Salt/Grit Bins	£0	£0	£500	£500	£500	£500	£500	£500	£500	£500				
50	4395 War Memorials	£0	£325	£2,000	£0	£325	£2,000	£0	£0	£325	£2,000	Cleaning; Boer War memorial repair - traffic control measures for repairs			
51	4397 Christmas shopping initiative	£4,964	£0	£0	£0	£0	£0	£0	£0	£0	£0				
52		£386,411	£334,438	£639,354	£179,280	£513,718	£652,841								
53															
54	INCOME														
55															
56	1076 Precept Received	£566,675	£560,695	£8,925	£0	£560,695	£560,695	£0	£0	£560,695	£579,973	NO INCREASE OR DECREASE ON BAND D £42.30 (2021/22 tax base has gone up by 455.74 to 13,710.95)			
57	1077 LCTS Compensation Grant	£0	£8,925	£8,925	£0	£8,925	£8,925	£0	£0	£0	£0	Compensatory grant due to reduction in Tax base due to Coronavirus pandemic			
58	1090 Bank & Investment Interest	£554	£12	£200	£200	£212	£200	£200	£200	£212	£200				
59	1091 Barclays Loyalty Reward	£70	£26	£35	£9	£35	£35	£9	£9	£35	£35				
60	1101 Grants Received - Other	£10,000	£0	£0	£0	£0	£0	£0	£0	£0	£0				
61	1102 Other Income	£100	£0	£0	£0	£0	£0	£0	£0	£0	£0				
62	1301 Allotment Income	£4	£18,724	£18,779	£0	£18,724	£18,779	£0	£0	£18,724	£19,250	Rent increase to £10.20 per rod from 01.04.22			
63		£457,989	£588,382	£588,634	£209	£579,666	£599,458								
64	SURPLUS/DEFICIT FOR YEAR	£71,578	-£50,720	£65,949	-£53,382										

RESERVES		
	AMOUNT	PROPOSED AMOUNT
MINIMUM PROTECTED GENERAL RESERVE (the level set by Council, below which reserves will not be allowed to drop except in extreme emergency)	£75,000	£100,000
Increase approved Full Town Council 24/11/21		
EAR MARKED RESERVES (amounts of money that are set aside for specific items of expenditure to meet known or predicted liabilities or projects)		
Office redecoration (per lease)	£2,000	£2,000
Election expenses	£3,050	£20,000
TOTAL EAR MARKED RESERVES	£5,050	£22,000
TOTAL PROTECTED/RESTRICTED RESERVES	£80,050	£122,000
Increase approved Full Town Council 24/11/21		