

Approved Budget and 2022/23 Work Plan

At its December meeting the Estates Committee reviewed the draft budget and agreed priorities for work identified over the next three years.

The January meeting of the parish council considered the draft budget, and supporting three year plan (which incorporated the proposals of the Estates Committee - **Min. 22.12.10** refers). The draft budget and precept request were approved by full council (**Min. 22.01.14 refers**) and the budget allocated to the Estates Committee (and relevant projects) is attached as **Appendix A** to this report.

A summary of the agreed workplan, and suggested timeline for work planned for the next financial year, is attached as **Appendix B**. This takes into account when certain projects need to be completed and spreads the workload across the five committee meetings.

Action:

Councillors are asked to consider and agree the proposed schedule of work for the committee, subject to any amendments agreed at the meeting.

Reports:

[WPC.EC.21.12.02](#)

[WPC.22.01.10](#)

Minute:

21.12.10

22.01.14.1

Appendix A

Next FY 2022 - 23		
	Budget 2022-2023	Notes
INCOME		
Precept	£ 38,413.00	**
Cemetery Fees	£ 2,500.00	based on 3 x ERB, Interment in earthen grave, 2 x ERB, Int
Chapel rent	£ -	
Ground rents	£ 30.00	
Wayleaves	£ 50.00	
Bank interest	£ -	
Bank Compensation	£ -	
Direct Debt Refunds	£ -	
Grants	£ 8,500.00	Neighbourhood Plan
From Reserves	£ 17,040.00	(£5170 from NP, £7500 from Teen Project Replacement, £2
Miscellaneous Receipts	£ -	
	£ 11,080.00	
VAT refund		6000 *indicative - not included in precept calculation
Recycling income		2500 *indicative - not included in precept calculation
	£ 28,120.00	
Services		
Electricity	£ 180.00	
Water	£ 150.00	
Rates	£ -	advised no rateable value at present on cemetery
Website	£ 1,300.00	this includes for 2 plugins with variable exchange rate
Phone & Internet Services	£ 280.00	12*£22 plus £16 out of contract charges
Microsoft Office	£ 636.00	8 x basic licence & 2 x microsoft exchange
Cemetery Software	£ 270.00	
Other Software Subscriptions	£ 150.00	adobe subscription
Bank Service Charge	£ 72.00	
	£ 3,038.00	
Estates		
Grounds contract	£ 14,500.00	
Recreation ground	£ -	
Six Acres	£ 750.00	
Tree surgery	£ 750.00	annual work to trees this year £550
Cemetery & Churchyard	£ 500.00	includes grave space marker
Playground - Cemetery Road	£ 750.00	Play areas maintenance
Playground - Bury Road	£ 250.00	Play areas maintenance
MUGA & SP Maintenance	£ 1,000.00	includes £750 for bi-annual zip wire inspection
Greens	£ 750.00	
Bin & Dog Waste (replaces Miscellaneous)	£ 1,000.00	move dog waste bags under this heading too from services
Parish Notice boards	£ -	
Bus Shelter (New)	£ -	this should be installed by SCC through s.106 funding from M
Safety and Security	£ 1,135.00	
Highways (Grit Bins)	£ 75.00	
	£ 21,460.00	
Projects:		
Neighbourhood Planning (Survey)	£ 8,500.00	
Housing Needs Survey	-	now included in NP project
Cemetery Extension project	£ 500.00	planning advice
Highways - (Quiet Lanes & Speed Reduction)	£ 1,750.00	possible TRO contribution costs next year (s.137) (reverse u
Teian Project - MUGA & SP Replacement	£ 5,000.00	from earmarked reserves
Parish Lands	£ 1,500.00	re-negotiation of lease on Recreation Ground
Parish Groundworks - Drainage to Coltsfoot Green	£ 2,750.00	drawing on £1500 grounds maintenance reserves
Cemetery Refurbishment	£ 1,250.00	£500 for immediate remedial work to path to Chapel of Rest
	£ 21,250.00	
To Reserves	£ 750.00	elections, civic event
Other Payments		
Recycling grant to MSC		2500 *indicative - not included in precept calculation
VAT		6000 *indicative - not included in precept calculation
GENERAL EXPENDITURE	£ 66,533.00	
		£ 38,413.00

Appendix B Item/Activity/Project	Likely Cost	Notes	Year	1st Report to Committee	Notes
Outdoor Fitness Equipment	£15 – 20K	Will require grant funding Will need to evidence with community support	Year 1	July	Consultation with Parish on proposals, present to Annual Parish Meeting for further engagement then report back
Cemetery Notice Board	Quote 1 - £610	Legal Requirement	Year 1	August	There is likely to be some work to be done on section mapping before the plan can be designed
Drive leading to Chapel of Rest	Quote for immediate remedial work £450 Quotes between £5-£12K dependant on surface	Companies who have so far responded have advised pressure washing may break up surface and would only be a short term fix	Year 1 (as amended by Estates December)	April	We have 3 available quotes – need to check no change to pricing and a faculty is likely to be needed from Diocese to complete this work.
Draining of Pond and work to culvert on Coltsfoot Green	£1500 – 2650 plus VAT	Riparian responsibility	Year 1 (at request of PC November & Estates December)	April	3 quotes obtained, but many differences in proposals. Will be looking at whether work could be undertaken in phases to spread the cost
Re-negotiation of Lease for Children’s Play area at Cemetery Road	£400 - £1500	Lease expires February 2023	Year 1	February	In order to instruct solicitors and commence work on renewing the lease
Increasing accessibility to grave space records to Cllrs	By publishing to web just officer time	Important for when clerk on leave and timely resolution of enquiries from bereaved relatives	Year 1	July/August	Will entail some work to cemetery plan

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Reserved grave space marking	£182 – waterproof labels £262.50– grave space markers	Reduces risk of reserved plots being incorrectly allocated	Year 1	April	
Health & Safety Consultancy	£336 – annual subscription	Provides advice on Health and Safety, reviews risk assessments, apps for play equipment inspections	Year 1	April	