

	2018/2019 Actual		2019/2020 Actual To Date	2019/2020 Y/End Forecast		2020/2021 Draft Plan		2020/2021 Budget Notes
<b>INCOME</b>								
Precept	£42,550.00		£43,039.00	£43,039.00		£43,039.00		The total amount may increase with the result of new properties but in view of the fact that expenditure has been significantly below plan in several categories during in the past years it is unlikely that we will want to increase our precept rate.
Grants - YCLA	£71.00		£0.00	£0.00		£0.00		Assume zero
Donations	£100.00		£0.00	£0.00		£0.00		Assume zero
VAT refund	£0.00		£480.00	£0.00		£2,000.00		Assume increase based on planned additional expenditure levels in 2020/2021
	£42,721.00		£43,519.00	£43,039.00		£45,039.00		
<b>REVENUE EXPENDITURE</b>								
Employee Costs	£5,390.00		£11,942.00	£12,290.00		£11,000.00		Includes HRMC but reserve contingency excluded. Calculation based on 10 standard hours per week at hourly rate of £12.89 and 5 overtime hours per week at same rate
Administration	£762.00		£804.00	£545.00		£600.00		Costs for postage, telephone calls, stationery, job adverts as required
Premises costs	£57.00		£1,300.00	£4,200.00		£500.00		Signage. Contingency to operate from other locations if library unavailable has been transferred to general contingencies below
Insurance	£330.00		£450.00	£330.00		£500.00		Assume inflation and increases in public liability insurance for events, etc.
Audit - Internal & external	£0.00		£600.00	£490.00		£600.00		Assume inflation and miscellaneous increases to provide further assistance from auditors.
Subscriptions	£127.00		£1,305.00	£906.00		£1,000.00		Various local authority associations; assume no change
Training	£293.00		£1,500.00	£228.00		£1,000.00		Low take-up to date; may be used for training replacement clerk
Public Communications	£1,687.00		£6,761.00	£766.00		£2,000.00		Costs for 8 Go Local articles. Website maintenance costs assumed minimal.
Environmental Projects	£9,328.00		£15,000.00	£6,057.00		£0.00		Forecast actual includes costs for: - £5,000 for play equipment - Bill for last skip hire - £400 for Christmas decorations
Grit/ salt bins	£0.00		£1,600.00					Not included on current projects list. Forecast actual includes carry over of £700 from 2018
Section 137 / grants	£1,063.00		£5,000.00	£1,000.00		£5,000.00		Assume similar fund size from 2019-2020.

	2018/2019 Actual		2019/2020 Actual To Date	2019/2020 Y/End Forecast		2020/2021 Draft Plan		2020/2021 Budget Notes
Election expenses	£0.00		£10,500.00	£1,209.00		£0.00		Contingency has been transferred to general contingencies below
	£19,037.00		£56,762.00	£28,021.00		£22,200.00		
<b>2020/2021 PROJECTS</b>								
Christmas Lighting						£4,350.00		Setup £1,350; Annual £3,000
Railings Stainland Road						£3,200.00		£500 per annum future years
Stainland Memorial Park						£600.00		£50 per annum future years
Hanging Baskets						£4,725.00		Includes £1,000 annual charge
Environmental Warden	£0.00					£2,600.00		Approved post
Tools & Consumables						£1,375.00		CMBC will collect waste & rubbish
	£0.00					£16,850.00		
<b>CONTINGENCIES</b>								
Recruitment and Training	£0.00		£0.00	£0.00		£3,500.00		Temporary or replacement costs in the event of employee resignations
Premises costs	£0.00		£0.00	£0.00		£4,200.00		If unable to use the library, this includes a figure of £3700 to operate from other premises and £500 for signage
Election Expenses						£10,000.00		Covers 3 Wards
Operating Costs Reserve						£7,200.00		Covers 3 months operation (estimate for clerk, premises and emergency running costs)
	£0.00		£0.00	£0.00		£24,900.00		