ALFRISTON PARISH COUNCIL

www.alfristonparishcouncil.org.uk

CLERK TO THE COUNCIL Mrs Suzanna Dry

Tel: 07936 904743

Alfriston War Memorial Hall Old School House The Tye, Alfriston, BN26 5TL

14th January 2025

Draft Minutes of the Finance meeting of Alfriston Parish Council (APC), held in the Alfriston War Memorial Hall on Monday 6th January 2025 at 7.30pm

Present:

Cllr D Monteath-Wilson - Chair

Cllr S Daw Cllr Rabagliati
Cllr A Harris Cllr Spring
Cllr N Parkinson Cllr J Watkins

E-mail: clerk@alfristonparishcouncil.org.uk

In attendance:

Mrs Suzanna Dry – Parish Clerk & RFO No members of the public present.

158. Chairman's Welcome

The Chair welcomed everyone to the meeting and wished everyone a happy new year.

159. Public Questions

There were no public questions.

160. Apologies for absence

None received.

161. Declaration of interest

Cllr Parkinson declared an interest in the Allotments, Cllr Watkins an interest in AEG and Heartstart, Cllr Daw an interest in St.Andrew's Church.

162. Finance

- 162.1 Cllr Harris proposed and Cllr Parkinson seconded a motion that the Quarter 3 Audit figures be approved (Appendix A). This was unanimously **RESOLVED**.
- 162.2 Cllr Spring proposed and Cllr Harris seconded a motion that the Quarterly 3 VAT Return be approved (Appendix B). This was unanimously **RESOLVED**.
- 162.3 All Cllrs confirmed sight of the Expenditure against Budget Figures for Quarter 3 (Appendix C).
- 162.4 All Cllrs confirmed sight of the Forecast figures for Quarter 4 (Appendix C).

Cllr Parkinson thanked the Clerk for preparing all the above figures.

162.5 To discuss and decide on the Budget for 2025/26 (Appendix D).

As per the Clerk's Report dated 3rd January 2025, a revised Proposed Budget was presented to Cllrs (Appendix E). This revision took into account the need to budget for a replacement APC laptop and a small increase in the use of Alfriston War Memorial Hall.

Cllr Parkinson queried the earmarked reserve total for 2025/26 for The Tye Rd and Election Costs. The Clerk will look into these and report back.

Cllr Spring queried the budget line for staff costs. The Clerk confirmed this was a worst case scenario with the figure taking into account national pay increases, gaining the CiLCA qualification, annual performance review and a possible increase in hours from 22.5 to 25 hrs pr wk. Any future decision on these matters will be discussed as an agenda item at a Personnel meeting and voted on by all Councillors. The Chair commented that the Clerk has been advised not to work any extra hours. Cllr Parkinson commented that there needs to be a Personnel meeting, following the Clerk's annual appraisal.

Cllr Spring queried the evidence for the original decision on the Clerk's hours and rate of pay, made in September 2023. The Chair referred to the CEO of East Sussex Association of Local Council, Trevor Leggo's report to APC at the meeting in September 2023, minute number 92 & 92.1.

Cllr Harris proposed and Cllr Daw seconded a motion that the Budget of £60,225.00 be approved for the Financial Year 2025/26, with a Precept of £58,975.00. This was unanimously **RESOLVED**.

163. Grants

Councillors were given details of all grant requests received (Appendix F), after discussion it was unanimously **RESOLVED** to award the following grants:-

Alfriston Emergency Group	£300.00
Cuckmere Buses	£200.00
Cuckmere Flood Forum	£110.00
St Wilfrid's Hospice	£200.00

The Chair and Cllrs thanked the Clerk for her work in producing a clear and concise budget together with her reports and the research that went into each budget line. Holding quarterly Finance meetings has also proven to be very helpful.

164. Date of next APC meeting - Monday 20th January 2025 in the AWMH at 7.15pm.

The meeting closed at 8.25pm.

Appendices, as referred to in the minutes, attached below or are available on the website.

Appendix A - Quarter 3 Audit Figures

Alfriston Parish Council Bank Reconciliation

Quarter 3 = 1st Oct - 31st Dec 2024

Prepared by Suzanna Dry, Clerk and Responsible Financial Officer

Balance per bank statements as at 31ST DECEMBER 2024		£
Santander Savings Account number 53120866		35,388.45
Santander Current account number 53120183		1,336.14
Less: unpresented cheques at 31st December 2024		0
Net balances as at 31ST DECEMBER 2024		
The net balances reconcile to the Cash Book for the the year	ear, as follows:	36,724.59
Cash Book (Ledger)		
Opening Balance 30th September 2024 Savings	74,494.47	
Opening Balance 30th September 2024 Current	1,737.58	
Add: Receipts in the quarter + VAT	1,291.98	
Less: Payments in the quarter + VAT	40,799.44	
Closing balance per cash book as at 30TH DEC 2024 AGREES WITH BANK STATEMENTS FOR 30TH DEC '24	36,724.59	
Checked and signed by Clir	•••••	
On date 3.01.25		

view transactions

Account: BUSINESS CURRENT ACCOUNT - 09-01-28 53120183 Allerts on this account: 3 Amend Balance incl. pending: £1,336.14 Interest rate: 0.00 % Current balance: £1,336.14

from 11 to 11 \$ 116 24 - 14/10/24

To search for transactions by amount or type, use <u>advanced search</u>.

Switch to paper-free statements and documents. <u>Update paper-free preferences</u>



Capital repayments are shown below. Interest repayments are not shown.

Transactions	Download transactions
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CASH	-10 transactions				
13 CONTE	Date	Description	Money in	Money out	Balance
	14/10/2024	TRANSFER FROM ALFRISTON PARISH COUNCIL	£4,000.00		£4,717.68
100	14/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO SUES GARDEN MAIN REFERENCE 01 , MANDATE NO		£80.00	£717.68
		241		/	
1004	14/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO BIFFA REFERENCE 319C37089 , MANDATE NO 240		£237.89 🗸	£797.68
103	14/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO WEALDEN DC REFERENCE 764962 , MANDATE NO 239		£660.00 V	£1,035.57
i@	14/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO AWMH REFERENCE P21.PARISH COUNCIL, MANDATE NO 140		£32.00	£1,695.57
101	14/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO INTERBIZ REFERENCE ALFRISTON PC , MANDATE NO 160		£24.00 :	£1,727.57
	14/10/2024	FASTER PAYMENTS RECEIPT REF.ALLOTMENTS FROM DAW S & C	(Bric-o-Bac)		£1,751.57
100	05/10/2024	CARD PAYMENT TO TESCO STORES 6386 ON 04- 10-2024	L. HILE	£8.13	£1,626.57
	03/10/2024	FASTER PAYMENTS RECEIPT REF.XMAS TREE QUIZ FROM DAW S & C	E50.00 /		£1,634.70
99	03/10/2024	DIRECT DEBIT PAYMENT TO NEST REF IT000001897868, MANDATE NO 0013	(safra)	£152.88 🗸	£1,584.70

¹⁻¹⁰ transactions

Transactions	Download transactions

-	1-10 transactions				
40	Date	Description	Money in	Money out	Balance
40	31/10/2024	TRANSFER FROM ALFRISTON PARISH COUNCIL	£4,000.00		£4,747.75
4.	31/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO HMRC CUMBERNAULD REFERENCE 334PM00126210 . MANDATE NO 1		£317.87 1	£747.75
3	31/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO MULBERRY LOCAL A REFERENCE ALFRISTON COUNCIL, MANDATE		£181.98	£1,065.62
D.	31/10/2024	BILL PAYMENT TO BARCOMBE LANDSCA REFERENCE ALFRISTON PC 5643		£768.00 V	£1,247.60
' '	31/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO LATITUDE REFERENCE ALFRISTON COUNCIL.		£107.85 V	£2,015.60
-		MANDATE NO 85			,
0	* 30/10/2024	DIRECT DEBIT PAYMENT TO 02 REF 05813169/001, MANDATE NO 0021		£15.64 V	£2,123.45
59	29/10/2024	CHARGES FROM 2024-09-09 TO 2024-10-08		£20.00 V	£2,139.09
80	22/10/2024	BILL PAYMENT VIA FASTER PAYMENT TO MRS SUZANNA DRY REFERENCE SALARY, MANDATE NO 0242		£1,778.60 V	£2,159.09
7	22/10/2024	BILL PAYMENT TO BARCOMBE LANDSCA REFERENCE ALFRISTON PC 5643, MANDATE NO0243		£768.00	£3,937.69
06	15/10/2024	CARD PAYMENT TO HPI INSTANT INK UK ON 15- 10-2024		£11.99 V	£4,705.69

1-10 transactions

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Terms & Conditions

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Account: BUSINESS SAVINGS ACCOUNT - 09-01-28 53120866

Alerts on this account: 0 - They're FREE and take seconds to set up

Current balance: £35,388.45 Balance incl. pending: £35,388.45 Interest rate: 1.04%

show transactions:
from // to // 1 hol 24 - 3/10/24

To search for transactions by amount or type, use advanced search.

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Download transactions

Capital repayments are shown below. Interest repayments are not shown.

Transactions

1-4 transactions

Date	Description	Money in	Money out	Balance
31/10/2024	TRANSFER TO ALFRISTON PARISH COUNCIL		£4,000.00	£67,293.24
14/10/2024	TRANSFER TO ALFRISTON PARISH COUNCIL		£4.000.00	£71,293.24
09/10/2024	INTEREST PAID AFTER TAX 0.00 DEDUCTED	£45.99 🗸		£75,293.24
08/10/2024	BANK GIRO CREDIT REF HMRC VAT, 621810670	£752.78 V		£75,247.25

1-4 transactions

02/12/2024, 09:55

Santander Online Business Banking

View transactions

Account: BUSINESS CURRENT ACCOUNT - 09-01-28 53120183

Alerts on this account: 3 Amend

Current balance: £4,528.85 Balance incl. pending: £4,528.85

Interest rate: 0.00 %

Show transactions:

from 11 to 11 1/4/24-30/11/24

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Capital repayments are shown below. Interest repayments are not shown.

Transactions

Download transactions

2655	Date	Description	Money in	Money out	Balance
~		CARD PAYMENT TO TRAVIS PERKINS ON 27-11-		£59.16 🗸	£4,528.85
29	28/11/2024	2024			/
86	28/11/2024	CHARGES FROM 2024-10-09 TO 2024-11-08		£20.00	£4,588.01
77	27/11/2024	CARD PAYMENT TO (Xers Tree live 10) WWW.BALFOURBEATTY.COM ON 28-11-2024		£63.00 🗸	£4,608.01
		WWW.BALFOORBEATTT.COM ON 20 11 2021		£24.42 :	£4.671.01
44	27/11/2024	DIRECT DEBIT PAYMENT TO 02 REF 05813169/001, MANDATE NO 0021		124.42	
25	19/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO SMITH OF DERBY REFERENCE ALFRISTONPC A0440S , MANDATE N		£315.60 V	£4,695.43
1	19/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO MR T D MAHON REFERENCE ALFRISTON PC , MANDATE NO 184		£440.00 🗸	£5,011.03
1	19/11/2024	TRANSFER FROM ALFRISTON PARISH COUNCIL	£4,000.00 %		£5,451.0
123	19/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO HMRC CUMBERNAULD REFERENCE 334PM00126210 ,		£469.26	£1,451.0
		MANDATE NO 1			_
139	19/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO HAILSHAM ROADWAY REFERENCE INV-15312 , MANDATE NO 245		£27,966.95 ¥	£1,920.2
121	19/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO MRS SUZANNA DRY REFERENCE SALARY, MANDATE		£2,145.50 1	£29,887.
		NO 0203			,
120	14/11/2024	DIRECT DEBIT PAYMENT TO NEST REF		£190.67	£32,032
,,,,	14/11/2024	IT000001897868, MANDATE NO 0013			/
119	13/11/2024	CARD PAYMENT TO HPI INSTANT INK UK ON 12- 11-2024		£11.99	£32,223

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- F	Date	Description	Money in	1 1000	sey out		Balance
	09/11/2024	TRANSFER FROM ALFRISTON PARISH COUNCIL	£28,000.00				£32,235.40
					F254 59	-	£4.235.40
US!	09/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO BIFFA REFERENCE 319C39358, MANDATE NO 244			254.55		24,200.40
					£24 88	/	£4.489.99
4	09/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO INTERBIZ REFERENCE ALFRISTON PC , MANDATE NO 160					
ı	09/11/2024	BILL PAYMENT VIA FASTER PAYMENT TO AWMH REFERENCE P21.PARISH COUNCIL, MANDATE NO 140			£80.00		£4,514.87
5		DIRECT DEBIT PAYMENT TO NEST REF			£152.88	/	£4,594.87
	05/11/2024 1-17 transactions 1/2025, 14:24	IT000001897868, MANDATE NO 0013	Santander Onli	ne Busine	ss Banki	ng	
02/01	1-17 transactions 1/2025, 14:24 View tran	ISACTIONS SAVINGS ACCOUNT - 09-01-28 53120866	Santander Onli	ne Busine:	ss Banki	ing	
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Transactions
1-3 transactions

19/11/2024

09/11/2024

09/11/2024

Description

TRANSFER TO ALFRISTON PARISH COUNCIL

INTEREST PAID AFTER TAX 0.00 DEDUCTED

TRANSFER TO ALFRISTON PARISH COUNCIL

Date

Download transactions

£4,000.00

£28,000.00 V

Balance

£35,356.11

£39,356.11

£39,293.24

Money in

£62.87

View transactions

Account: BUSINESS CURRENT ACCOUNT - 09-01-28 53120183

Alerts on this account: 3 Amend

Current balance: £1,336.14 Balance incl. pending: £1,336.14 Interest rate: 0.00 %

Show transactions:
from // to // 1/12/24-31/12/24

To search for transactions by amount or type, use advanced search.

Capital repayments are shown below. Interest repayments are not shown.

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Transactions

1-16 transactions

No			Money in	Money out	Balance
	Date	Description	money in		
43	31/12/2024	DIRECT DEBIT PAYMENT TO 02 REF		£15.60 V	£1,336.14
		05813169/001, MANDATE NO 0021			_
42	28/12/2024	CHARGES FROM 2024-11-09 TO 2024-12-08		£20.00 V	£1.351.74
41	20/12/2024	DIRECT DEBIT PAYMENT TO NEST REF		£157.04	£1,371.74
.,	2011212021	IT000001897868, MANDATE NO 0013			
40	17/12/2024	CARD PAYMENT TO HPI INSTANT INK UK ON 17-		£11.99 🗸	£1,528.78
, –		12-2024			
	17/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO HMRC		£334.63 🗸	£1,540.77
39		CUMBERNAULD REFERENCE 334PM00126210.			
	1	MANDATE NO 1			_
35	17/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO BIFFA		£158.59 V	£1,875.40
	1	REFERENCE 319C41705, MANDATE NO 249			_
37	17/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO		£108.00 ¥	£2,033.99
3-+	17/12/2024	INGENIO TECHNOLO REFERENCE 66764 .			
		MANDATE NO 248			
36	16/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO MRS		£1,818,96	£2,141.99
- 0	10/12/2024	SUZANNA DRY REFERENCE SALARY, MANDATE			
		NO 0203			
35	11/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO		£660.00 ⁵	£3,960.9
3		WEALDEN DC REFERENCE 764962 , MANDATE			
		NO 239			
134	11/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO AWMH		£36.00	£4,620.9
	11/12/2024	REFERENCE P21.PARISH COUNCIL, MANDATE			
	4	NO 140			_
100	11/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO		£25.20	£4,656.9
123	> 1.512/2024	INTERBIZ REFERENCE ALFRISTON PC .			
		MANDATE NO 160			

https://business.santander.co.uk/SBBI_Accounts_ENS/channel.ssobto?dse_contextRoot=true

03/0	1/2025, 12:32	5	Santander Online	Business Banking	
02/0	Date	Description	Money In	Money out	Balance
	10/12/2024	CARD PAYMENT TO TESCO STORES 6386 ON 09-		£9.50	£4,682.15
32		12-2024		,	
-	06/12/2024	FASTER PAYMENTS RECEIPT REF.CHRISTMAS	£123.00		£4,691.65
		TREE FROM DAW S & C		/	
	06/12/2024	FASTER PAYMENTS RECEIPT REF.CHRISTMAS	£100.00		£4,568.65
		TREE FROM ALF UTD RFRM CH		/	
131	02/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO WEALDEN DISTRICT ASSOCIATION OF LOCAL		£18.20 🗸	£4,468.65
		CO REFERENCE SUBS		/	£4 485.85
130	02/12/2024	BILL PAYMENT VIA FASTER PAYMENT TO		£42.00 V	£4,486.85
		SCOTTISH WATER BUSINESS STREAM LIMITED REFERENCE 279237			

1-16 transactions

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View transactions

Alerts on this acco	ount: 0 - They're FRE	E and take seconds to set up			
Current balance:	£35,388.45	Balance incl. pending: £35,388.45	Interest	rate: 1.04%	
Show transaction from // to /	ns: 112124-3	Malay			
o search for transa	ctions by amount or t	ype, use <u>advanced search</u> .			
Go paper-free					MI
Switch to paper-fr	ree statements and de	ocuments. <u>Undate paper-free preferences</u>			ברת
apital repayments	are shown below. Int	erest repayments are not shown.			
ransactions				Down	load transaction
-1 transactions					
	Description		Money In	Money out	Balance
Date					

Appendix B - Qtr 3 Vat Return

Business Name Alfriston Parish Council

Vat Reg No 621810670

VAT Period Ending December 2024

Box 1: VAT Due on Sales 0.00

Box 2: VAT Due on EU Acquisitions made in

Northern Ireland 0.00

Box 3: Total VAT Due 0.00

Box 4: VAT Reclaimed Current Period 5,403.64

Box 5: Net VAT Due/Refundable 5,403.64

Box 6: Total Value of Sales 398.00

Box 7: Total Value of Purchases 33,281.00

Box 8: Total Value EU Goods Supplied from Northern Ireland 0.00

Box 9: Total EU Acquisitions made in Northern Ireland 0.00

Submission Received 02/01/2025 19:59:14

HMRC Receipt ID f832023f-64f4-4656-9994-d84cd0bce99

Appendix C - Expenditure Figures for Qtr 3 & Forecast For Qtr 4

APC Quarterly YTD for 2024/25 - As of 31st Dec 2024							
PREDICTED EOY							
INCOME	Actual 2023/24	Budget 2024-25	Actual Q1	Actual Q2	Actual Q3	Q4	Notes
Precept	55,252	56,736	28,368	56,736	56,736	56,736	
ESCC Grass Cutting	0		0		0	0	
Allotment Rents	505		20		40		Allotment Rent due in Q4
Donations	0		0	78	351	351	
Interest	447		130.32	268.07	409.27	528	
Pavilion	440		140.5	140.5	140.5	150	
Benches	0	0	0	0	0	0	
							Q1 - refund from Annual meeting refreshments, Q2 - Car Boot Sale\Dog Show income,
Other	381	0	17	502	627		Microsoft refund, Q3 - £125 Bric-a-brac for allots *
Total receipts excl VAT	56,985	57,836	28,676	57,765	58,303.50	59,192	
VAT on receipts	0	0		0	0	0	
VAT refunds from HMRC	16287.34		603.57	1165.03	1917.81		Q4 - £5,403 Vat refund due (Tye Rd)
Total receipts	73,273	57,836	29,279	58,930	60,221	66,512	
EVERALDITUE -	A 1 2022 /2 :	D 1 1000 + /5 =		1.100	4.071141.00	PREDICTED S	
EXPENDITURE	Actual 2023/24	Budget 2024/25		Actual Q2	ACTUAL Q3	PREDICTED Q4	22 1 1 10 10 10 10 10 10 10 10 10 10 10 10
APC Staff costs	24,520		6328.47		20,808		Q2 - had more Inland Revenue payments in it. Q3 - had backpay in it.
Administration	1589	1200	348.83	952.34	1299	1600	Q2 - Microsoft renewal, Tax Return renewal & mileage
Grass Cutting (excl							Q1 - 1 x Barcombe Q2 - Mr Mahon £1,365.00 + Barcombe £960.00 Q3 - 2 X Barcombe + Mr
Willows)	5318		640	2965	4685		Mahon x 1 Q4 - No costs
Allotments	4749		381.66	504.38	584.38		water bills Q3 - £80 Tidying of vacant allotments from Bric-a-Brac income.
Pavilion	500		0	14.27	56.27		water bills
Rec & Playground	438		0	90	90		Q2 - Rospa
Bins	3898		428.19	1374.67	3017.23		Q1 - Didn't have WDC bill in it. Q4 - bill for £770 expected.
Tye	290	500	0	50	50	400	Q2 - Glebeland rent (plus reserve spend shown below)
Village Amenity							
Maintenance	1269		160	160	209.3		Q1 - Tree works Q3 Salt Q4 - Tree Survey invoice due & tree works
Insurance	1001	1100	1092.64	1092.64	1092.64		Q1 - One off annual cost
Jubilee Clock	946		765.35	1063.52	1326.52	1326.52	Q1 - Included disconnection fee. No expenditure after Oct.
S137 Grants	760		0	0	0	800	Q4 - Grant payments to be made
Courses & Subscriptions	1760		275.04	500.04	518.24	518.24	Q1 - ESALC, Q2 - National Conference (Clerk)Q3 - Local Councils Assoc.
Rent	523	400	184	357	505	650	
Bank Charges	240		60	120	180	240	
Audit	705	750	119.15	434.15	585.8	585.8	Q1 - End of Yr, Q2 - External Audits, Q3 Interim Audit
Benches	0	0	0	0	0	0	
Election Expenses	2933	500	0	0	0	0	* At end of Qtr 4 put in £500 used by putting into earmarked reserves for 2027 elections *
Chairman's allowance	223	100	42.5	42.5	42.5	42.5	
Speedwatch	0	0	0	0	0	0	
CIL money	260	0	0	0	0	0	
\							Q1 - Annual Meeting Q2 -Reimburse AEG & Cricket Club for Car Boot Sale = £255. Nat.
							Conference (Clerk) Q3 - Xmas Tree Highway licence £63 Q4 Xmas Tree £350.00 * other
Other Misc	1552		72.13		620.13		income & donation income = £978 *
Earmarked reserves	11000	11,000	11,000.00	11,000.00	11,000.00	11,000.00	No more expeniture after Q1
Total payments excl VAT		57,836	21897.96	34567.01	46,670	57,775	
VAT on payments	2340	0	561.46	1314.24	6717.88	7317.88	
VAT paid to HMRC	0	0	0	0	0	0	
Total payments	66813	57,836	22459.42	35881.25	53,388	65,093	
				RESERV	E INFORMATIO	N FOR 2024/25	
Project		Closing balance	Budget 24/25	Expenditure	Income	Current Balance	?
General Reserves		£10,401.11			£4,763.07	£15,164.18	
Tye Rd surface		£20,000.00	£5,000.00	£24,063.75		£936.25	
Playground		£763.07	£500.00	£1,263.07		£0.00	
NDP		£500.00		£500.00		£0	
High St Traffic Plan		£10,000.00	£5,000.00	£3,000.00		£12,000.00	
Election costs		110,000.00	£500.00	10,000.00		£500.00	
CIL money		£502.07	1300.00			£502.07	
			C11 000 00	C20 02C 02	CA 7C2 07		
TOTAL		£42,166.25	£11,000.00	£28,826.82	£4,763.07	£29,102.05	

Appendix D & E - Revised Proposed Budget and Clerk's Report

ALFRISTON PARISH COUNCIL

Date: 3rd January 2025

Report Subject: Revised Budget & Precept 2025/26

By: Suzanna Dry, Clerk & RFO

The purpose of this report is to present a **revised proposed budget** for the Financial Year 2025-26, for consideration at the APC Finance Meeting on Monday 6th January 2025.

Background

The proposed budget was first presented and discussed at the Finance Meeting in October 2024, now that we have the Quarter 3 figures in and updated forecast figures for the End of Year this has been updated, as attached. The figures that have been changed are shown in purple. Two budget lines have had to be increased;

- 1. Administration from £1,650 to £2,350, an increase of £700. This is in order to budget for a replacement laptop in the coming year. The current laptop is a number of years old and is already causing some issues.
- 2. Rent increased by £100. This is rent paid for hall hire. The predicted EOY figure has increased, due to an increase in meetings.

Analysis

Effect on Band D Council Taxpayer - This is calculated by dividing the Precept by the Council Tax Base (CTB). Wealden District Council have now confirmed the CTB for 2025/26 at 450.0. This gives a Council Tax Band D annual charge for APC of £131.05 for the year (£58,975 \div 450 = £131.05). The proposed budget therefore represents a £3.01 increase p.a. on last year (which was £128.04).

Recommendation

That APC puts forward the motion to agree the proposed **Budget of £60,225.00** for the Financial Year 2025/26, with a **Precept of £58,975.00**.

Revised Proposed Budget below – Appendix 1 Original Proposed Budget below - Appendix 2

APC BUDGET FOR	2025/26 -	Updated	as of 31/	12/2024			
					PROPOSED		
INCOME	Actual 2023/24	Budget 2024/25	Actual Q3	PREDICTED EOY Q4	BUDGET 2025/26	Notes (figures in purple show an increase from October's proposed budget)	
Precept	55 252	56,736	56,736	56,736	58.975	£131 p.a. for Band D property = £2.96 more than last year (3.9% increase	
ESCC Grass Cutting		0	0		0	ZZSZ plat to: Saita S property ZZSS more aliam tase year (Sission indicase	
Allotment Rents		800	40		800	Allotment rent due in Q4	
Donations		0	351	351		Xmas Tree	
Interest		150	409.27	528	300	Author Fee	
Pavilion		150	140.5	150			
Other	381		627	627		APC Events,refund Microsoft, refund Annual meeting	
Total receipts excl VAT		57,836	58,304	59,192	60,225	The determinant of the second	
VAT on receipts	0		0	0			
viii on receipts							
VAT refunds from HMRC	16287.34	n	1917.81	7,320	0	Q4 - £5,403 Vat refund due (Tye Rd)	
Total receipts		57,836	60,222	66,512		Increase of £2,389.00= 3.9% increase in budget from last year	
Total receipts	73,273	37,830	00,222	00,312	00,223	increase of £2,363.00= 3.3% increase in budget nominast year	
EXPENDITURE	Actual 2023/24		Actual Q3	PREDICTED Q4	PROPOSED BUDGET 2025/26		
APC Staff costs		27,500	20,808	27,500		Includes national pay agreement, Cilca, performance incr.,25hrs	
Administration		1200	1299			Based on this year's cost + £700 for new APC Laptop & set up *	
Grass Cutting		5500	4685	4685		Reduced cost as no strimming of allotments	
Allotments	_	1000	585	654		Based on current water bill	
Pavilion		150	56			Based on current water bill	
Rec & Playground	438	500	90	500	1000	Allows for fencing & misc. repairs	
Bins		4346	3017	3900	2700	Reduced cost as no wheelie bins after March 2025	
Tye	290	500	50	400	500	Qtr 4 bench repairs, budget allows for misc repairs.	
Village Amenity							
Maintenance	1269	1200	209	1200	1200	Q4 - Tree survey invoice & tree works	
Insurance	1001	1100	1093	1093	1150		
Jubilee Clock	946	550	1327	1327	500	No more EDF payments, just annual maintenance	
S137 Grants	760	800	0	800	1000		
Courses & Subscriptions	1760	500	518	518	800	Includes annual conference cost in this budget line for 2025	
Rent	523	400	505	650	700	Increased due to number of meetings	
Bank Charges	240	240	180	240	260		
Audit	705	750	585	586	750		
Benches	0	0	0	0	600	Allows for repair costs	
Election Expenses	2933	500	0	0	500	Assuming no bi-election needed	
Chairman's allowance		100	43	42	100		
Speedwatch	0	0	0				
CIL money	260		0	0			
o.e.money	200					Bank hols show reimbursement & £140 to allots, part conf. cost, Q4 - X	
Other Misc	1552	0	620	980	200	tree £350, Highway Licence £63 * other income & donations - £978 *	
Earmarked reserves	11000	11,000	11,000.00	11,000.00	7,000.00	See earmarked reserves below	
Total payments excl VAT	64474	57,836	46670	57,775	60,225		
VAT on payments	2340	0	6718	7318	0		
VAT paid to HMRC	0	0	0	0	0		
Total payments	66813	57,836	53388	65,093	60,225		
			PROPOSE	D RESERVE	INFORMATIO	N FOR 2025/26	
	Opening Balance Apr	Budget	Closing				
Project	2025	25/26	Balance				
General Reserves	15,164.18	£5,000.00	£20,164.18			As per Clerk's & Internal Auditor's recommendation	
Tye Rd surface	936.25	£500.00	£1,436.25			Replenish budget line	
Playground	0	£500.00	£500.00			Replenish budget line	
NDP	0	£500.00	£500.00			Replenish budget line	
High St Traffic Plan	12,000	£0.00	£12,000.00				
Election costs 2027	1,000	£500.00	£1,500.00			Opening balance assumes £500 unspent from 2024/25 budget	
CIL money	0	£0.00	0				
TOTAL	29100.43	£7,000.00	£36,100.43		1		

Appendix F - Grant Requests

Dear Chair & Cllrs,

Please see below a list of grant requests received this year and attached the email requests for your information.

We have ± 800 in the budget to spend on grants and these need to be decided on at Monday's Finance Meeting.

If you have any queries please let me know.

All the best

Suzanna

GRANT REQUESTS RECEIVED IN 2024

Amount of Grant money in the budget is £800.00

ORGANISATION	AMOUNT REQUESTED	AMOUNT OF GRANT GIVEN IN 2023
Alfriston Emergency Group	Not specified	£300 plus £150 additional grant
Cuckmere Buses	Not specified	£200
Cuckmere Valley Flood Forum	£110.00	£110.00
St Wilfrids Hospice	£500.00	None
Wealden Citizens Advice	£200.00	None

Mrs Suzanna Dry Clerk and RFO