In preparing the Forecast budget requirements for the coming year 2022/2023 the Parish Council have undertaken a review of the current years income and expenditure and forecast the budget carry forwards at the end of the year for both general expenditure and the Earmarked reserves.

Having considered the forecast expenditures for the coming year and taking account of the financial challenges being faced by the community it is proposed that the precept remain the same as 2022/23.

Whilst there was a small increase in the Precept for last year (48 pence per household after tax base calculations) to cover a number of one off expenses which are forecast to recur the Precept is now set at a level, below the National Average but ensures that commitments to supporting both the community and our statutory obligations are in place to prevent the need for drastic increases to cover unforeseen events.

It can be noted that restraint has been exercised in setting the precept with no increases to designated earmarked reserves other than for identified provisions¹ coming from the increase in the precept. Each of the current earmarked reserves have been reviewed to consider that its purpose and usage is still appropriate as set out in guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) At this time it was decided in a vote at Full Council to maintain the current EMR at the current levels. It should be noted that a number of the EMR are supported by restricted income e.g. P3 footpaths fund, and Windfarm Grant and these funds cannot be released to support general committed expenditure of the Parish Council

¹ Provisions are required for any liabilities placed upon the Parish Council where the timing of the payment or the amount of the liability is uncertain.

		General	E	Earmarked		Total
A tab	Income (inc unearmarked cash)	£10,791	+	£1,990	=	£12,781
B tab	Expense	£10,683	+	£1,990		£12,673
C tab	Tfrs req'd to meet Designated EMR	£705	+	£49	=	£754
	Shortfall/Surplus	-£597	+	-£49	=	-£645
	Audited					
	Designated EMR Reserves c/fwd 1/4/22	£2,500		£34,737		£37,237
	Forecast Designated EMR Reserves c/fwd 1/4/231	£1,795		£13,258		£15,053

	EARMARKED RESERVES								
Tab C		Reserve	Top Up						
	31/03/2023	Rqd 31/3/24	Required						
Designated Funds									
Election Costs	£1809.37	£1,809	£0						
Insurance Excess	£250.00	£250	£0						
Legal & Professional Costs	£500.00	£500	£0						
Church Clock Fund §§	£275.00	£300	-£25						
Footpaths & Lanes	£0.00	£0	£0						
Resilience Emergency Fund	£1858.97	£1,859	£0						
Village Hall Fund	£0.00	£0	£0						
Parish Enhancement Fund	£284.53	£285	£0						
Defibrillator rolling replacement	£1350.00	£1,800	-£450						
Jubilee Fund	£10.05	£0	£10						
Toilet Refurbishment	£348.65	£0	£349						
SCEnSus	£400.98	£401	£0						
Windfarm Grant 2022	£1250.00	£1,250	£0						
S137 fund	£1817.70	£1818	£0						
Dartmoor Line Working Group	£107.65	£108	£0						
Training	£267.56	£200	£68						
Seamoor Lotto Fund	£1100.05	£1100	£0						
Village Green Projects inc Plant Stall	£1627.44	£1627	£0						
			-£49						
General funds									
Unearmarked cash flow	£1794.71	£2500	-£705						
Total	£15052.66	£15,807							

Precept 2023-24 Additional Required	£10682 £645	6%
Precept 2022-23 to meet current commitments	£11327	

Precept 2023-24 £10682
Accepting proposals and recommendations £0 0% regarding the EMR support no increase in the precept

OR

	NOTES
1	2022/23 Income has included calculated VAT from expenditure for Q4 of 2022/23 - VAT is not a guaranteed income to cover increased expenditure outlined in B tab.
2	There are no proposals to increase any EMR other than Church Clock Fund and Defibrillator
3	2021 Windfarm grant is been proposed for allocation to Parish Enhancement fund and S137 but not shown as yet in the final EMR figures.
4	NB all figures in Tab A & B are net of VAT which has been recorded fully in Tab D the RFO's financial record.
5	Various cost saving initiatives have been implemented through the year i.e. the future communications expenditure has been reduced by 50% as written communication being conducted primarily on line and through Social Media.
6	External Audit will be required for 20/21 Accounts due to exceeding the threshold for exemption - additional funds have been calculated in the forecast expenditure.

2023/2024 Budget proposa	<u>ls</u>		
Budget Overview 2021-22			
Current AC at 31.3.22 - Audited			£1,142.63
Reserve AC at 31.3.22 - Audited			£36,505.43
TOTAL			£37,648.06
			2022-2023
From the cashbook	@ 31/03/22 Actual		@ 30/03/23 Forecast
Unearmarked Carry Forward	£1,142.63	Audited	£0.00
TOTAL EMR'S carry forward	£36,505.43	Audited	
		Forcast C/f	£0.00

				i i			
ACTUAL INCOME	@ 08/11/22	FORECAST INCOM	VIE @ 31/3/23		FORECAST INCOME 202	3/24	Comments
General	Earmarked	General	Earmarked		General	Earmarked	
£10,682.00		£10,682.00		Precept	£10,682.00		
£9.47		£9.47		Wayleave	£9.47		
£61.09		£120.00		Reserve Account Bank Interest	£100.00		
	£8,000.00		£8,000.00	EMR P3 - Footpaths		£350.00	Allocated sum before application is submitted in Feb 23 for restr
	£1,533.77		£1,533.77	EMR Village Green		£0.00	
£287.50		£392.00		EMR Seamoor Lotto		£390.00	Estimated on same awards as 2022/23
	£481.65		£481.65	EMR Jubilee Fund		£0.00	
	£700.00		£700.00	EMR Toilet refurbishment		£0.00	
	£0.00		£1,250.00	Wind Farm Grant for EMR Allocation		£1250.00	Anticipated for transfer when received in Mar 2024
	£0.00		£0.00	SCEnSus		£0.00	
£11,040.06	£10,715.42	£11,203.47	£11,965.42	TOTAL	£10,791.47	£1,990.00	
			£23,168.89	£12,781.		£12,781.47	
£2,569.24	£2,569.24 £2,755.97 VAT* £1,500.00				Calculated on the years anticipated expenditure to Q4 yet to cla		
* As all expenditu	re is net of VAT t	his is shown sepa	rately and not inc	luded in overall income			

						2023/24 Budget proposals				
ctual Budget (@ 08/11/22			Forecast budg	ret @ 31/3/23			Forecast budg	et 23/24	NOTES
eneral		Tfrs	General		Tfrs	EXPENDITURE	General		Tfrs to EMR's	
£2653.00			£4578.00			Clerk's Wages & PAYE	£4992.00			Includes current wage rise and covers 25 hours
£283.90			£283.90			Memberships DALC, ICO & ZOOM	£290.00			
£78.00			£78.00			Software / Licences	£80.00			
£463.32			£926.64			Website administration	£1084.00			Covers 2 hours PW for Website administrator at
£235.00			£235.00			Web name host & Updates	£350.00			
£338.49			£338.49			Insurance	£345.00			Accounting for anticipated 2% increase in premiu
£280.00			£280.00			Int & External Audits	£300.00			
£0.00			£200.00			Hall hire	£200.00			External Audit required next year minimum £200
£879.75			£1407.00			Toilets	£1500.00			Includes 116 hours at new NLW @ £10.42
£467.70			£467.70			Village Green	£467.00			
£0.00			£0.00			Playground Maintenance				
£0.00			£150.00			Playground Inspection				
£350.00			£350.00			Maintenance of Burial Ground				
£24.00			£50.00			Hospitatlity				
£0.00			£0.00			Hedge Trim				CiK worth £40
£36.00			£72.00			Bank Charges				
£0.00			£30.00			Clerks Office Consumables	£200.00			Includes Zoom subscription & Bank charges & D
£274.71			£304.71			Parish Communications				iniciado Escir cassoription a Same sital gos a S
~271.71			2001.71			Designated Earmarked Expenditure				
	£200.00			£200.00		S137 - Okehampton Ring & Ride		£200.00		
	£0.00			£100.00		S137 - BritishLegion		£100.00		
	£0.00			£50.00		S137 - CAB		£0.00		Yet to be agreed for 2022/23 budget
	20.00			230.00		S137 - Digital access project		£284.00		Tet to be agreed for 2022/25 budget
	£0.00			£0.00		Election Costs		£500.00		Minimum costs quoted to cover replacement of E
	£0.00			£0.00		Legal & Professional		£0.00		willimit costs quoted to cover replacement of L
	£2000.00			£2000.00				£0.00		
	£2000.00			£2000.00		Village Hall P3 - Footpaths		£350.00		Footpath nayments as agreed
	£661.04			£14300.00 £661.04		Jubilee fund				Footpath payments as agreed
								£0.00		
	£32.90			£32.90		Parish Enhancement		£0.00		
	£0.00			£0.00		EMR Resilience fund		£75.00		
	£15992.85			£15992.85		Public Toilets refurbishment		£0.00		External funding required to support fully access
	£3.65			£3.65	-	SCEnSUS		£150.00		Estamal for discourse in discourse of fully access
	£405.03	005.00		£405.03	-	Plant stall/Village Green		£81.00	005.00	External funding required to support fully access
		£25.00			£25.00	Church Clock Fund				Rolling replacement
		£450.00			£450.00	Defibrillator Rolling replacement			£450.00	Rolling replacement
						Consul Formando 15 Pr				
	045.00			045.00		General Earmarked Expenditure		0050.00		New Councillor to 11
	£45.00			£45.00		Training		£250.00		New Councillor training required following election
	£0.00			£0.00		Travel Expenses		£0.00		
		00.00			04050 05	Unearmarked Cashflow			040=0.65	N. C. L. C.M. J. 2024
	0.15- :-	0.00£		0.122 :=	£1250.00	Windfarm				Not due til March 2024
	£125.45	£134.05		£125.45	-	Seamoor Lotto Funds				Income to be transferred to EMR
		£550.00			£550.00	S137 Fund			£0.00	
£6,363.87	£20,444.62	£1,159.05	£9,751.44	£34,115.92	£2,541.55		£10683.00	£1990.00	£2115.00	£0.00
,	.,	, , , , , ,		,	,	TOTAL Expenditure				
					£43,867.36				£12673.00	

		EAR MARKE	O RESERVES							
	EAR MARKED) RESERVES	Expected income this year		Forecast EAR MARKED RESERVES c/f		REQUIRED EAR MARKED RESERVES	Transfer Required	Notes	
EARMARKED RESERVES	@31/03/22	Current			@31/3/23		@31/3/23 >			
Designated EMR	Agreed	@08/11/22								
Election costs	£1,809.37	£1,809.37			£1809.37		£1809.37	£0.00	Anticipated costs of Election 2023 have created a replacement to ensure EMR held for future Elect	tions however
Insurance Excess	£250.00	£250.00			£250.00		£250.00	£0.00	To remain as is no increase	
Legal & Professional costs	£0.00	£500.00			£500.00		£500.00	£0.00	To remain as is no increase	
Church Clock Fund	£250.00	£275.00			£275.00		£300.00	-£25.00	Agreed rolling replacement fund	
Footpaths & Lanes (Restricted)	£7,475.74	£14,497.04		£14497.04	£0.00		£0.00	£0.00	Restricted funds from P3 any underspend is repayable to DCC funds	
Resilience Emergency Fund	£1,858.97	£1,858.97			£1858.97		£1858.97	£0.00	To remain as is no increase	
Village Hall fund	£1,951.67	-£48.33	£48.33	3	£0.00		£0.00	£0.00	Suggested proposal that the outstanding amount is paid from S137 and Village Hall EMR to be rem	noved from EN
Parish Enhancement Fund	£317.43	£284.53	£0.00		£284.53		£284.53	£0.00	Potential Income from 22/23 Windfarm payment to be agreed	
Defibrillator replacement	£900.00	£1,350.00			£1350.00		£1800.00	-£450.00	Agreed rolling replacement fund	
Jubilee Fund	£189.44	£10.05			£10.05		£0.00	£10.05	Suggested proposal that this surplus be put within the S137 fund	
Toilet Refurbishment	£15,691.50	£398.65		£50.00	£348.65		£0.00	£348.65	Suggested proposal that the surplus be retained as a rolling fund accessible should we be called up	pon to pay rat
SCEnSus	£404.63	£400.98			£400.98		£400.98	£0.00	To remain as is no increase	
Wind Farm Grant 2021	£1,250.00	£0.00	£1250.00	£1250.00	£1250.00		£1250.00	£0.00	For dissemination to other EMR on receipt	
S137 Fund	1316.03	£1,966.03		£148.33	£1817.70		£1817.70	£0.00	Essential expenditure for Council Business although no suggested raise for 23/24	
Dartmoor Line Working Group	107.65	£107.65			£107.65		£107.65	£0.00	To remain as is no increase	
Training	£162.56	£317.56		£50.00	£267.56		£200.00	£67.56	New Councillors following Election will require training However with current financial forecast it sho	ould be consid
Seamoor Lotto Fund	£802.00	£964.05	£136.00		£1100.05		£1100.05	£0.00	To remain as is no increase Participants of the Lottery to have opportunity to nominate where the in	ncome is spen
Village Green Projects inc Plant Stall	£0.00	£1,627.44			£1627.44		£1627.44	£0.00	To remain as is no increase	
						£13,257.95		-£48.74		
Sub Total	£34,736.99	£26,568.99				£1,100.05	£13,306.69			
Un-earmarked Cash Flow	£2,500.00	£2,500.00		£705.29	£1794.71		£2500.00	-£705.29	Essential expenditure for Council Business Proposal to consider reduction of the EMR temporarily	
TOTAL	£37,236.99	£29,068.99				£16,152.71	£15,806.69	-£754.03	3	
Forecast unearmarked carry forward										
Improved Internet provision	Improved Internet provision No allocation currently made to this Budget heading									
Improved Road Safety		•	this Budget heading							
Phase 2 of the toilets	No allocation cu	rrently made to	this Budget heading							

Notes for the Earmarked Reserves 2021/22

In Column B you have the agreed EMR sums @ 31/03/20
In Column G you have the forecast EMR sums expected at 31/3/21 N.b. this includes transfer of Mar 2021 Windfarm grant to SCEnSus and Parish Enhancement funds In Column H you have the forecast EMR required to meet the expected expenditure for 2021/22 for General and Designated EMR's In Column I the sums required to meet those requirements are calculated this year it includes increases to cover

i) election costs for May 2021
 ii) transfer of P3 EM incomes
 iii) Transfers for all the General EMR for Council functioning
 iv) Transfer of Windfarm EM income received March 2022

SAMPFORD COURTENAY PARISH COUNCIL

		EAR MARKE	D RESERVES						
					Forecast EAR MARKED RESERVES c/f		REQUIRED EAR MARKED RESERVES	Transfer Required	Notes
EARLIARIES DECERVES			Expected income this year	Expected expense this year					
EARMARKED RESERVES Designated EMR	@31/03/22 Agreed	Current @08/11/22			@31/3/23		@31/3/23 >		
Election costs	£1,809.37	£1,809.37			£1809.37		£2309.37	-£500.00	Anticipated costs of Election 2023 have created a replacement to ensure EMR held for future Elections howe
Insurance Excess	£250.00	£250.00			£250.00		£250.00		To remain as is no increase
Legal & Professional costs	£0.00	£500.00			£500.00		£500.00		To remain as is no increase
Church Clock Fund	£250.00	£275.00			£275.00		£300.00		Agreed rolling replacement fund
Footpaths & Lanes (Restricted)	£7,475.74	£14,497.04		£14497.04			£0.00		Restricted funds from P3 any underspend is repayable to DCC funds
Resilience Emergency Fund	£1,858.97	£1,858.97			£1858.97		£1858.97		To remain as is no increase. A recommended LRF fund to support community resilience
Village Hall fund	£1,951.67	-£48.33			-£48.33		£0.00		Village Hall to be removed from EMR for 2023/24
Parish Enhancement Fund	£317.43	£284.53	£0.00		£284.53		£284.53		Potential Income from 22/23 Windfarm payment to be agreed
Defibrillator replacement	£900.00	£1,350.00			£1350.00		£1800.00		Agreed rolling replacement fund
Jubilee Fund	£189.44	£10.05			£10.05		£0.00		5 Suggested proposal that this surplus be used to replenish the EMR unearmarked cashflow
Toilet Refurbishment	£15,691.50	£398.65		£50.00	£348.65		£348.65		Suggested proposal that the surplus be retained as a contingency fund accessible should we be called upon
SCEnSus	£404.63	£400.98			£400.98		£400.98		To remain as is no increase
Wind Farm Grant 2021	£1,250.00	£0.00	£1250.00	£1250.00	£1250.00		£1250.00	£0.00	For dissemination to other EMR on receipt
S137 Fund	1316.03	£1,966.03		£100.00	£1866.03		£1866.03	£0.00	Essential expenditure for Council Business Potential Income from 22/23 Windfarm payment to be agreed (ma
Dartmoor Line Working Group	107.65	£107.65			£107.65		£107.65	£0.00	To remain as is no increase
Training	£162.56	£317.56		£50.00	£267.56		£200.00	£67.56	New Councillors following Election will require training However with current financial forecast it should be co
Seamoor Lotto Fund	£802.00	£964.05	£136.00		£1100.05		£1100.05	£0.00	To remain as is no increase Participants of the Lottery to have opportunity to nominate where the income is s
Village Green Projects inc Plant Stall	£0.00	£1,627.44			£1627.44		£1627.44	£0.00	To remain as is no increase
						£13,257.95		-£945.72	
Sub Total	£34,736.99	£26,568.99				£1,100.05	£14,203.67		
Un-earmarked Cash Flow	£2,500.00	£2,500.00		£705.29	£1794.71		£2500.00	-£705.29	Essential expenditure for Council Business
TOTAL	£37,236.99	£29,068.99				£16,152.71	£16,703.67	-£1651.01	1
Forecast unearmarked carry forward									
Improved Internet provision		•	this Budget heading	1					
Improved Road Safety		-	this Budget heading						
Phase 2 of the toilets	No allocation cu	irrently made to	this Budget heading						

Notes for the Earmarked Reserves 2021/22

In Column B you have the agreed EMR sums @ 31/03/20
In Column G you have the forecast EMR sums expected at 31/3/21 N.b. this includes transfer of Mar 2021 Windfarm grant to SCEnSus and Parish Enhancement funds In Column H you have the forecast EMR required to meet the expected expenditure for 2021/22 for General and Designated EMR's In Column I the sums required to meet those requirements are calculated this year it includes increases to cover

i) election costs for May 2021
 ii) transfer of P3 EM incomes
 iii) Transfers for all the General EMR for Council functioning
 iv) Transfer of Windfarm EM income received March 2022