

SOUTH KYME PARISH COUNCIL
INCOME & EXPENDITURE ACCOUNT - YEAR TO 26 January 2022

INCOME

	£
Precept	6784.00
CTSG	0.00
Church Grass Cutting	450.00
LCC Grass Cutting	412.05
VAT repayment	252.48
Grants	0.00
Other (VTG Fete, Donations)	
Moriss Memorial	1890.51
TOTAL INCOME	9789.04

EXPENDITURE

Staff Costs	2169.54
Clerk's Expenses	616.39
Insurance	215.34
Env. Warden	2137.17
Rent	180.00
Audit	51.00
Village Maintenance	291.84
Morris Memorial*	2999.16
Capital Equipment	2668.79
Other	577.55
Section 137	131.00
TOTAL EXPENDITURE	12037.78
Surplus/deficit for the year	-2248.74

BALANCE SHEET

Current Assets

VAT Recoverable 2019/20	1045.34
Debtors	
LCC (Grass Cutting)	417.24
Bank A/C	9362.79
TOTAL ASSETS	10825.37

Current Liabilities

Creditors	534.00
Donation (M Clark)	50.00
Donation (S Howes re: VTG)	200.00
Allocated Funds for Toro Mower	3000.00
Morris Memorial	0.00
Reserve for Election Expenses	3000.00
TOTAL LIABILITIES	6784.00

TOTAL NET ASSETS (current assets less current liabilities) 4041.37

The above statement represents fairly the financial position of the council and reflects its income and expenditure to date.

* Expenditure for Morris Memorial was not budgeted for for this financial year and the Parish Council contribution is £630.29, the balance being from public donations

SOUTH KYME PARISH COUNCIL FINANCIAL STATEMENT AS AT 26 January 2022

Income and Expenditure

Total Income Year to date	10206.28
Total Budgeted Spend for year end 31 March 2022	11670.00
Current Spend	12248.92

Variance: Under/Overspend -578.92

Payments for Approval

The Hume	50.00
Kirkby la Thorpe PC	100.00
Kirkby la Thorpe PC	205.00
LALC	66.00
LALC	33.00
M Head	80.00

Total 534.00

Bank Account Before Today's Payments	8007.21
Bank Account After Today's Payments	<u><u>7473.21</u></u>

Debtors

VAT Repayment Due	1045.34
LCC	417.24
	<u><u>1462.58</u></u>

Section 137 Payments*

Payments to date	131.00
Available	<u><u>2951.91</u></u>

Allocated Funds

Reserved for Election Expenses	3000.00
Replacement of Equipment	3000.00
Donation for Village Tidy Group (R & S Howes)	200.00
Easter Fund Donation (M Clark)	50.00

Total 6250.00

Available Spend 1223.21

Total Net Assets (Current Assets less Current Liabilities) 4041.37

*Section 137 Limit for 2021/22 is £8.41 x 351 Electors = 2951.91

South Kyme Parish Council

Budget Report for Financial Year 2022/23

1) Introduction

The funding for the Parish Council is provided through a self-set precept that is collected through a distinct part of the Council Tax that the Precepting Authority, in our case North Kesteven District Council, will levy and collect on our behalf. The precept is paid as either one or two payments during the financial year of April through to March. Currently there is no ceiling on a precept or on the annual increase of a precept.

As Councillors should you be aware that we need to set a precept in the January of each year and this report has been written to explain and help with the process. There has been and will continue to be a significant spend against budget in the current financial year. Councillors need to carefully consider the 2022/23 precept and decide on the levels of reserves. As the precept has to be set by the end of January, the Council must agree it formally at the 27th January meeting.

2) Preparation

The starting point for the budget for next year (2022/23) needs to be the current year financial accounts and the expected outturn as at 31st March 2022 (end of the financial year).

There will be standard budget headings that will move from year to year, such as Insurance, Salary, Subscriptions, etc., where the Council simply needs to take into account the current year spend (as defined in the outturn), what factors are at play in the current year or that are expected next year, and accordingly adjust the budget for the next financial year.

There may be exceptional items in the current year that will not carry over to the next financial year.

There may also be new budget headings that will be set from the intended delivery plan of the Council for the forthcoming year, which may include potential Initiatives but may also include income streams such as Grants.

3) Budget Process

The early draft version of this paper will act as a focus for Councillor debate. It may well be an iterative process, investigating the intended service delivery for the forthcoming financial year, and calculating the expected budget against available reserves. This may result in a proposed Precept value which is too high to merit support by Councillors or residents and would require to adjust the intended delivery downwards until an acceptable budget (and relating Precept) is reached.

It is expected that the Council will take this paper as a starting point for debate at the next meeting on 25th November 2021.

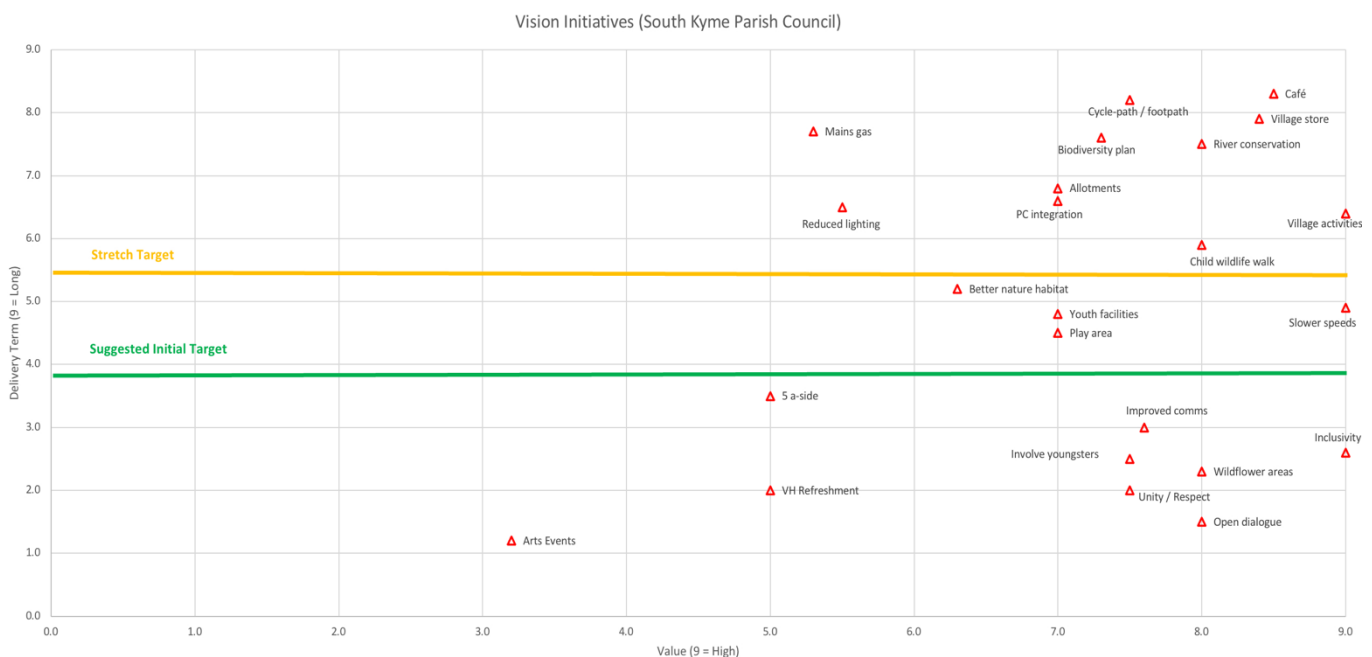
Vision

South Kyme Parish Council

Following a full Training, Vision and Planning day on Friday 1st October 2021, at which the Councillors and Clerk participated fully, the following Summary Report has been produced to aid the Parish Council to further develop their plans for the Parish and to create expanded plans, budgets and precept.

In support of transparency for Local Government this document is not marked as Confidential. However, the content of this document is meant to act as a start for continued planning and regular review and so becomes the property of the participating Council.

On this occasion the inaugural session was hosted by Lincolnshire Association of Local Councils, who provided the introductory training for new Councillors, and facilitation of the Vision and Planning session was provided by the Clerk, Dermot Daly.



The results from the day have been transposed into a graphical representation as shown above together with a suggested initial target-group focus from the perspective of the facilitator on the day. If the Council feels bold then it may aim for the stretch target. Whichever target delivery set is chosen, and this can be any set of initiatives from the list created on the day, the Council should probably assign a sponsor Councillor for each item who can help identify the scope for delivering each initiative, budgetary costs, and to report on progress when the initiative is live.

1. South Kyme (Last revised November 1990)

Church Lane

The Old Rectory

Clay Bank

Pattingden House

Cow Drove

10 & 12 Cow Drove (Formerly listed as 10 & 12 Low Road)

High Street

15, 17, 34, 41, 43, 81
Hume Arms Public House
89, 91

Low Road

11, 15, 17 & 19 Low Road
29 *Check marked on old map but not on uniform
Methodist Church

Skinnners Lane

Building north of 81 High Street *Check not demolished and replaced by Golf Clubhouse

These initiative budgetary costs should be considered as part of the overall budget for the forthcoming Council financial year(s) and so influence the Precept figure. The essence of the content of this report becomes an element of the supporting dialogue for the set level of Precept.

Suggested next steps,

- Agree on the selected initiatives
- Allocate an owner/sponsor Councillor to each of the selected initiatives
- Identify the method of delivery for each initiative and any associated costs
- Feed these costs into the budget and Precept process for next financial year – the Precept usually has to be notified to the Precepting Authority by a specific date in January preceding the financial year start and must have been officially agreed at a Parish Council meeting beforehand.

It is also suggested that you continue to review your Vision on an annual or biennial basis. This will assist in a cohesive Vision for the Council, one that can be explained to the community, and will help inform your repeating budget and Precept process. This can be done internally by the Council or be based on a similar facilitated session.

It is key to align your Vision with the community through dialogue, questionnaire, reporting, and repeated communication, as individual Councillors and the Parish Council, as an entity, may likely be judged on this Vision by the community it serves.

Finally, on a personal note may I say how pleased I was at the level of participation by the attendees and may I also wish you luck on your delivery and the continued success of the Parish Council.

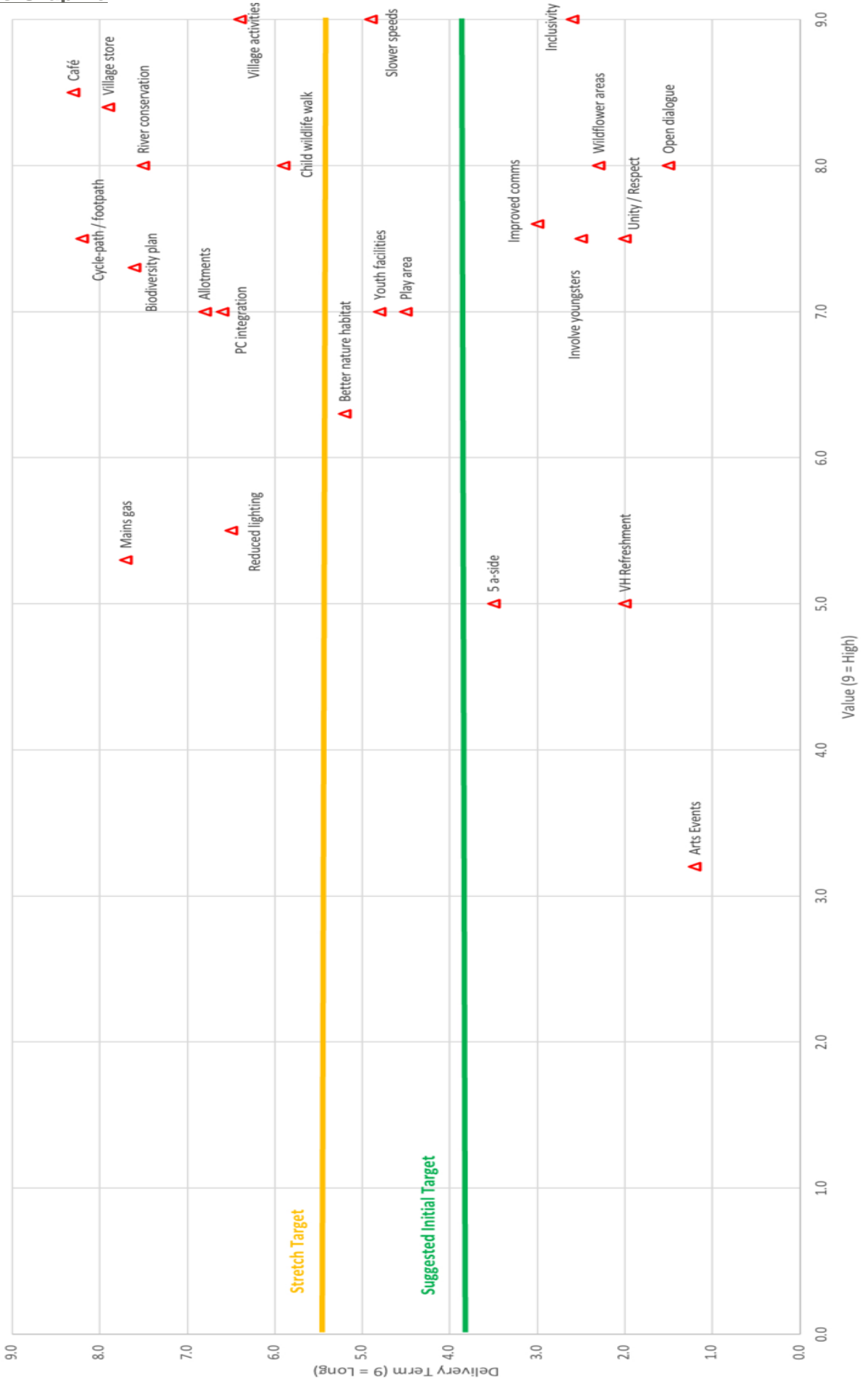
Dermot Daly

Results Data

Idea - Full	Idea - Brief	Value (9 High)	Delivery Term (9 Long)
More Arts Events	Arts Events	3.2	1.2
VH Refreshment for visitors	VH Refreshment	5.0	2.0
Open dialogue	Open dialogue	8.0	1.5
Unity / Respect / Attitude	Unity / Respect	7.5	2.0
Wildflower areas - peaceful area	Wildflower areas	8.0	2.3
More involvement of younger residents / engagement / environment poster / Facebook	Involve youngsters	7.5	2.5
More inclusivity	Inclusivity	9.0	2.6
Improved communication with community	Improved comms	7.6	3.0
Kids & Adults 5 a-side	5 a-side	5.0	3.5
Play area	Play area	7.0	4.5
Better facilities for youngsters	Youth facilities	7.0	4.8
Slower road speeds on all roads	Slower speeds	9.0	4.9
Create a better habitat for nature	Better nature habitat	6.3	5.2
Wildlife walk for younger children	Child wildlife walk	8.0	5.9
Greater resident participation / village activities	Village activities	9.0	6.4
Lower lux lighting / clear skies	Reduced lighting	5.5	6.5
Integration of PC with village organisations	PC integration	7.0	6.6
Allotments	Allotments	7.0	6.8
Introduce biodiversity plan for the village	Biodiversity plan	7.3	7.6
River nature conservation	River conservation	8.0	7.5
Mains gas supply	Mains gas	5.3	7.7
Village store	Village store	8.4	7.9
Cycle path and improved footpath along river bank	Cycle-path / footpath	7.5	8.2
Village café	Café	8.5	8.3

Results Graphic

Vision Initiatives (South Kyme Parish Council)



It must be noted that this document has been provided by the Clerk as a starting point for Council discussion. The Council must agree,

- the budget headings,
- the value of budget for each of those headings, and
- the level and type of Reserves to pass unspent monies into the following year and reserve money that 'may' be spent such as the Elections Reserve which is suggested by the Electoral Authority, in our case North Kesteven District Council.

4) *Planning and Consultation*

The Parish Council attended a Vision and Planning session on 1st October 2021 and is fielding a questionnaire to Parish residents during October 2021 to gauge the needs of the Parish. This will identify the overall vision for the Council and will be underpinned by proposed Initiatives for the next financial year.

There have also been other issues raised by the public throughout the year that may need addressing as part of the new year budget.

Each Initiative will require a business case to be set before the Council for approval that will include an accurate cost profile. For budgetary purposes there needs to be estimated costs for each Initiative and that is one purpose of this paper.

5) *Historical Funding*

Year	opening Balance	exceptional income	precept	expenditure
2018/19	£4,033		£5,275	£8,376
2019/20	£3,789		£5,515	£7,446
2020/21	£4,477		£6,618	£2,649
2021/22	£9,933	£1,745	£6,784	£15,914
2022/23	£4,763¹			

¹ Includes VAT refund for 2021-22

6) Revenue Items for 2022/23²

- Insurance: £220
 - Room hire: £350
 - Expenses: £400
 - Salary: £3,000
 - Training: £500
 - Subscriptions: £450
 - Environment Warden: £2,500³
 - Skip Hire: £580
 - Legal Fees: £300
 - Equipment Maintenance: £520
 - Administration: £100
 - Audit: £100⁴
 - Section 137: £100
- Total: £8,620**

As part of the budget process the Councillors have already passed comment on the lack of maintaining precept levels in coordination with the continued investment in village activities, services, and robust working processes.

7) Other Possible Income for 2022/23

- Church Maintenance Fee: £450⁵
- LCC Maintenance Fee: £418⁶
- Grants: Unknown

Although Grants are no known at this point in the budget process, there is some indication commitment by the Councillors to investigate sources of grants, especially for larger Initiatives.

² Assumes figures are exclusive of VAT so as not to involve any VAT refund process

³ Assumes a reduction of hours to the value of £500 for the year

⁴ Assumes changing to the LALC service

⁵ It should be noted the Church Maintenance Fee cannot be guaranteed and will therefore be removed from all calculations

⁶ Based on an estimate from the contracting Authority

8) *Non-Revenue Items for 2022/23*

Initiatives

It is proposed that given the unknown delivery capability within the financial year, that a guidance figure is accepted for a given set of initiatives, where only a partial delivery is expected. Priorities of given initiatives can then be modified throughout the year.

Proposed initiatives in scope for the year⁷:

- Communication: Quarterly newsletter est. £200 (*from Vision session, under LGA 1972 s.142*)
- Biodiversity: Re-Wilding – Commence Tree planting and Wildflower Areas est. £250 (*from Vision session*)
- Community Facility: Launch 5-a-side facilities est. £300 (*from Vision session, under LG (Misc Provisions) 1976, s.19*)
- Community Facility: Trial public facility for refreshments est. £100 (*from Vision session, under LGA 1972, s.144*)
- Community Facility: Canoe platform est. £800 (*from resolved Minute, under LG (Misc Provisions) 1976, s.19*)
- Community Facility: Footpath upgrade est. £16,000 (*from Vision session, under Public Health Act 1875, s.87*) – grants required
- Public Service: Provide a further joint public/PC noticeboard est. £600 (*from discussion, under LGA 1972, s.142*)
- Public Service: Support of Queen’s Jubilee Celebrations est. £200 (*from discussion, under LGA 1972, s.145(1)(a)*)

Total fund proposed⁸: £2,700

Future Reserves Required

- Elections: £2,000 (required by NKDC)
- General: £4,000 (suggested reserve 50% - 150% of precept: £3,390 – £10,170; required by financial prudence guidance)

Total: £6,000

⁷ Does not include further possible initiatives identified through the village questionnaire

⁸ This is not a total of the proposed initiatives – rather a possible achievable level – excludes possible grants

9) Proposed Precept 2022/23

	Income	Expenditure	
• Opening cash position	£ 4,763		(see 5)
• Proposed Precept	£12,139		
• Other Income	£ 418		(see 7)
• Revenue spend		£ 8,620	(see 6)
• Initiatives		£ 2,700	(see 8)
• Future Reserves		£ 6,000	(see 8)
	£17,320	£17,320	

The proposed Precept of £12,139 would be an increase of 79% from 2021/22 (£6,784).

In 2019/20 South Kyme had a Precept of £5,515 which placed it 42nd of 64 Parish Councils with a Precept in the District for the equivalent Band D Council Tax value.

The equivalent Band D rate will go from £48.52 (2021/22) to approximately⁹ £86.71, an increase of £38.19 per year (about an average of 73p per week per household).

10) Associated Documents

- A budget document identifying expected Reserves and Precept to be approved (**Budget Paper 2022-23** – This Paper)
- Current financial accounts with expected outturn for the end of the year (**Detailed Finance Forecast 2021-22**)
- Associated document(s) explaining proposed Initiatives (**Proposed Initiatives 2022-23**)
- Other supporting documentation
- Relative Band D for NKDC Parish Councils for financial year 2019-20 (**Parish Precept Modelling 2019-20**)

⁹ This will depend on the Band D multiplier provided by the Precepting Authority later in the year

11) Financial Statement in Support of Precept for 2022/23

The proposed Precept of £12,139 would be an increase of 79% from 2021/22 (£6,784).

In 2019/20 South Kyme had a Precept of £5,515 which placed it 42nd of 64 Parish Councils with a Precept in the District for the equivalent Band D Council Tax value. This is seen as a significant under-investment in Council activities.

The equivalent Band D rate will go from £48.52 (2021/22) to approximately¹⁰ £86.71, an increase of £38.19 per year (about an average of 73p per week per household).

The level of precept will have the potential to deliver a significant number of the following activities:

- A canoe launch platform for the community and visitors,
- Provide a footpath upgrade either in phases or as a single project (with grant assistance),
- A quarterly newsletter to improve communication across the parish,
- Re-wilding, through providing saplings for tree planting and seed for wildflower areas, to support an increased focus in biodiversity,
- Proposing to launch a 5-a-side facility for adults and our younger community, to encourage healthy living and a further community facility,
- A trial for refreshments being made available to the local community and visitors alike as a community facility,
- Provision of a further joint public/parish council noticeboard,
- A significant Environment Warden service,
- A skip to remove Christmas Trees for those unable to take them to the Recycling Site,
- Maintaining investment in safer roads through the Community Speed Watch,
- Supporting the Village Tidy Group to keep our Parish looking good while maintaining a balance with biodiversity views,
- Providing some investment in communications facilities in the Coronation Hall to make it more attractive for use and to allow better access to Council meetings,
- Providing an accessible, robust, and regulated Parish Council for the community, and
- Supporting the community through celebrations for the Queen's Jubilee in 2022.

The Council has a view that the Parish has been significantly under-funded through the Precept for several years. As part of the budget process the Councillors have observed the lack of maintaining precept levels in coordination with the continued investment in village activities, services, and robust working processes.

The Council has recently invested in a quality Clerk and the relevant certification to improve the Council for the future.

The Council has invested time into a robust vision, budget and precept process, involving significant training for the Councillors and close working with the Clerk.

The Council will continue to deliver value for money services to the community and will keep a level of precept commensurate with this level of service.

¹⁰ This will depend on the Band D multiplier provided by the Precepting Authority later in the year