

LAVERSTOCK & FORD PARISH COUNCIL

Report for Agenda Items PC24.155 and PC24.156 Budget & Precept for 2025-2026

Subject: Report for Approval of Budget and Precept for 2025-2026
Date: 16th December 2024
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1. Report Summary.

- 1.1 This report gives proposed levels of expenditure and income for 2025-2026 and offers a Budget and Precept Requirement for the approval of Council.

2. Background.

- 2.1 The Budget and Precept requirement can only be approved by Full Council. Wiltshire Council have requested that all precept requests are submitted by 20th January 2025.
- 2.2 The Tax Base for Laverstock and Ford Parish for 2025-2026 is **3979.67**. This figure records the number of Band D dwellings in the Parish and determines the amount that each household will be charged annually to provide the Parish precept. It has increased by 0.7% on 2024-2025.

3. Contribution from Earmarked Reserves

- 3.1 Maintenance funds from developers are written down by 5% per year and subsidise Revenue Expenditure. The contribution from Reserves has increased from £53,698 to **£56,342**.

4. Capital Budget

- 4.1 A Capital Budget for Asset Replacement has been calculated using the same principle as 2024-25. Consumable items have been ignored. All other assets have been assigned a service life of 15, 20, 25 or 30 years. Their cost has been adjusted for inflation to current values and a replacement provision included in the Precept Requirement.
- 4.2 The Capital Asset Replacement budget has risen from £95,581 in 2024-25 to **£99,583** in 2025-2026.

5. Exceptions

- 5.1 No allowance has been made for the maintenance of the Longhedge Community Open Space (COS) or the Longhedge Eastern Park. The Council is holding £396,520 of funds for the maintenance of the COS and this will be indexed from 2019 to the point of transfer. The Eastern Park will come with £247,910 of maintenance funding which will also be indexed from 2019.

- 5.2 The football pitch has been seeded but it is extremely unlikely that it will be ready for transfer in 2025-2026. No provision has been made. The transfer will include £192,760 of maintenance funds indexed from 2019.

6. Budget and Precept Proposals

- 6.1 The draft Revenue Budget expenditure and income is shown at Annex 1 to this report. Revenue Expenditure is **£401,800**, which is an increase of 17% on 2024-25. Revenue Income is **£80,290**, which is an increase of 25%. Annex 2 to this report explains the expenditure for each cost centre.

- 6.2 The Precept requirement is calculated as follows.

○ Revenue Expenditure	£401,800
○ Less Revenue Income	£80,290
○ Less Reserves Contribution	£56,342
○ Plus Capital Asset Replacement	£99,583

Total Precept Required	£364,751
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- 6.3 This Precept Requirement will result in Band D tax of **£91.65**. This is an increase on 2024-25 of £10.37 per year or 12.76%.

- 6.4 It should be noted that the average Band D of the other 18 large (tax base over 2500) towns and parishes in Wiltshire for 2024-2025 is £211.83. The average of the next 16 parishes (tax base 1000-2500) was £99.12. The average Band D for England was £85.88.

7. Recommendations

- 7.1 That the Council approve Revenue Expenditure Budget for 2025-2026 of £401,800.
- 7.2 That the Council approve a Precept Requirement for 2025-2026 of £364,751.

Annex 1

Draft Budget & Precept 2025-2026 v5.xlsx

	DRAFT BUDGET & PRECEPT 2025-2026 v5				
	REVENUE EXPENDITURE		REVENUE INCOME		
	ADMINISTRATION				
1	Salaries Gross	195,000	Lease/Rentals		5,790
2	Mileage	2,850	Insurance Rent		4,500
3	Office Sundries & Expenses	5,500	Newsletter Advertising		5,000
4	Equipment inc IT	1,000	Interest & Dividends		65,000
5	Professional Fees	10,000			
6	Subscriptions	2,200	TOTAL INCOME	D	80,290
7	Insurance	6,900			
8	Grants	10,000			
9	Newsletter	8,000	FROM RESERVES		
10	Community Engagement	1,000	S106 Maintenance Reserves	E	56,342
11	Training	1,500			
12	CLLr Expenses & Chair Allowance	500	TOTAL REVENUE INCOME (D+E)	F	136,632
13	Business Support	5,250			
14	Youth Support	10,000	NET REVENUE BUDGET (C-F)	G	265,168
15	Community Facility Support	40,000			
16	Elections	3,000	TO RESERVES		
17	PWLB Loan	5,000	Capital Asset Replacement	H	99,583
A	Total Administration	307,700			
	ENVIRONMENT		CAPITAL BUDGET (=H)	I	99,583
18	Bins & Litter	12,900			
19	Public Open Space Maintenance	40,000	PRECEPT		
20	Trees	20,000			
21	Infrastructure	1,500	Precept Requirement 2025-2026 (G+I)	J	364751
22	Play Parks-Maint. & Insp.	9,500			
23	Highways & SIDs	5,000	TAX BASE 2025-2026	K	3979.67
24	Salisbury City Cemetery	5,200			
			BAND D (J/K)		£91.65
B	Total Environment	94,100	CHANGE ON 2024-25		
			2024-25 Precept £321,204	+	13.56%
C	Total Revenue Expenditure (A+B)	401,800	2024-25 Band D £81.28	+	12.76%

Annex 2

Notes on Draft Budget v5

An inflation rate of 3% has been assumed throughout all calculations.

Revenue Expenditure - ADMINISTRATION

1. Salaries. £195,000. An 8.33% increase on 24/25. Allows for 3% pay award and 5% contingency to permit extra work by part-time employees when required. The actual contingency used for the first 9 months of 24/25 is 4.1%. Extra work hours are paid at basic rate.
2. Mileage. Unchanged. The rate of mileage is fixed at 45p/mile.
3. Office Sundries & Expenses. £5,500. Increased by inflation.
4. Equipment inc. IT. £1,000. Reduced from £2,500 in 24/25. Provision for a new printer.
5. Professional fees. £10,000. A £7,060 increase on 24/25. £4,000 for consultancy on HR and H&S. £2,500 for audit and payroll. £2,500 for miscellaneous legal fees including leases and land acquisition. £1,000 contingency.
6. Subscriptions. £2,200. 10% increase. One more staff member.
7. Insurance. £6,900 is less than 24/25 due to a better rate from Zurich and removing VAT from the Pavilion but it still allows for an above inflation revaluation of buildings. Zurich applied 5% to buildings for the current year.
8. Grants. A suggestion was made at FGP to reduce the grant budget to £8,000. In 24/25 grants have amounted to £9,300 with 3 months left. I recommend leaving it at £10,000.
9. Newsletter. An increase above inflation from £7,700 to £8,000 to permit a modest increase in distribution.
10. Community Engagement. Reduced from £2,000 in 24/25. £930 spent so far but that included a one-off provision for Farm trail leaflets.
11. Training. £1,500. Unchanged.
12. Councillor Expenses & Chair's Allowance. £500. Unchanged.
13. Business Support. £5,250. Increased by inflation.
14. Youth Support. £10,000. FGP asked for this to be reduced to £7,000 based on current expenditure but this depends on receiving another grant from Wiltshire Council, which seems unlikely. £5,000 is a repeat of this year's budget. £5,000 is in anticipation of support for the Youth Worker Scheme. (PC24.152).

15. Community Facility Support. (Previously Community Buildings). £40,000. The budget for 24/25 is £10,000 but that is £2,500 over budget before the new £5k grant application (PC24.150). £40,000 would allow £25k for the employment of a 'Community Centre Manager' to work for all three centres plus a £5k contingency for each centre. FGP discussed a provision for the Community Farm but this is not included.
16. Elections. A new cost centre based on Wiltshire Councils policy to recharge the cost of elections to Town and Parish Councils. A budget of £3,000 is an estimate of the cost of an uncontested election in each of our three wards. If the elections were contested the cost could rise to £13,000, which would have to be covered from the General Reserve.
17. Public Works Loan Board Loan. This assumes that a top-up loan of £20k will be required to complete the planned works at the Hampton Park Pavilion.

Revenue Expenditure – ENVIRONMENT

18. Bins and Litter. £12,900. Increased by inflation.
19. Public Open Space Maintenance. £40,000. The current budget of £35,000 is likely to be £3,000 over by year end. The new budget permits a similar increase for 25/26 plus inflation.
20. Trees. £20,000. An increase of £5,000 to allow for more Ash dieback and other problems. The current budget of £15,000 is already overspent by £2,795 and might be over by up to £10k by year end.
21. Infrastructure. £1,500. Down from £5k. For bus shelter repairs and noticeboards.
22. Play Parks Maintenance and Inspection. £9,500. Reduced by £1k due to underspend in 24/25.
23. Highways and SIDs. £5,000. Unchanged.
24. Salisbury City Cemetery. £5,200. Increased by inflation.

Revenue Income.

All unchanged except for Interest & dividends. Increased from £50,000 to £65,000.