

LAVERSTOCK & FORD PARISH COUNCIL

Report for Agenda Items PC25.013 and PC25.014 Budget & Precept for 2025-2026

Subject: Report for Approval of Budget and Precept for 2025-2026
Date: 13th January 2025
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1. Report Summary.

- 1.1 This report presents proposed levels of expenditure and income for 2025-2026 and offers a Budget and Precept Requirement for the approval of Council. This is a follow-on report subsequent to detailed discussions and votes taken at the Council meeting on 16th December 2024.

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. Financial Planning at Wiltshire Council have agreed to a late submission by Laverstock and Ford Parish Council on 21st January 2025.
- 2.2 The Tax Base for Laverstock and Ford Parish for 2025-2026 is **3979.67**. This figure records the equivalent number of Band D dwellings in the Parish and determines the amount that each household will be charged annually to provide the Parish precept. The Tax Base has increased by 0.7% on 2024-2025.

3. Contribution from Earmarked Reserves

- 3.1 Maintenance funds for play areas and open space are provided by developers and are held in Earmarked Reserves. The Reserves are written down by 5% per year and the write-down is transferred to the general fund to subsidise Revenue Expenditure. The annual 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 provision for their replacement is 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 Preparation of the Longhedge football pitch has commenced but it is extremely unlikely that it will be ready for transfer in 2025-2026. No provision for maintenance of the football pitch or changing rooms has been made. The eventual 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 **£407,300**, which is an increase of 18.6% on 2024-25. Most of the increase is from £35k for Community Facilities and £15k for Salaries. 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	£407,300
○ Less Revenue Income	£80,290
○ Less Reserves Contribution	£56,342
○ Plus Capital Asset Replacement	£99,583

Total Precept Required	£370,251
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- 6.3 This Precept Requirement will result in a Band D tax of **£93.04**. This is an increase on 2024-25 of £11.76 per year or 23p a week. This is a 15.27% increase on 2024-2025.
- 6.4 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) is £99.12. The average Band D for England is £85.88.

7. Recommendations

- 7.1 That the Council approve a Revenue Expenditure Budget for 2025-2026 of £407,300, a Revenue Income budget of £136,632 including £56,342 from Reserves and a Capital Budget of £99,583.
- 7.2 That the Council approve a Precept for 2025-2026 of £370,251.

	DRAFT BUDGET & PRECEPT 2025-2026 v7				
	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	5,750			
14	Youth Support	10,000	NET REVENUE BUDGET (C-F)	G	270,668
15	Community Facility Support	45,000			
16	Elections	3,000	TO RESERVES		
17	PWLB Loan	5,000	Capital Asset Replacement	H	99,583
A	Total Administration	313,200			
	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	370,251
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)		£93.04
B	Total Environment	94,100	CHANGE ON 2024-25		
			2024-25 Precept £321,204	+	15.27%
C	Total Revenue Expenditure (A+B)	407,300	2024-25 Band D £81.28	+	14.46%
	Agreed at December meeting.				
	Change to December's report				

Annex 2

Explanatory Notes on Draft Budget v7

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 reimbursement 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. It includes 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. **Confirmed at meeting on 16th December.**
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 added 5% to the Buildings Sum Insured 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. A lengthy discussion and **confirmed by vote at meeting on 16th December.**
9. Newsletter. An increase above inflation from £7,700 to £8,000 to permit a modest increase in distribution.
10. Community Engagement. £1,000. 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. £5,750.** Increased by inflation and support for one more laptop.
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).
Confirmed by vote at meeting on 16th December.

15. Community Facility Support. (Previously Community Buildings). £45,000. Subject of a lengthy discussion at the December meeting and confirmed by a vote. It includes a provision for an extra member of staff to potentially support all three community buildings in the parish.
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. Confirmed at meeting on 16th December.
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.

AP
13/1/25