

# ALFRISTON PARISH COUNCIL

## CLERK TO THE COUNCIL

Mrs Suzanna Dry

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Monday 23<sup>rd</sup> December 2024

All members of the Parish Council are summoned to a **Finance** meeting of Alfriston Parish Council to be held in Alfriston War Memorial Hall on **Monday 6<sup>th</sup> January 2025** commencing at 7.30pm.

*Please note that a digital sound recording is made of all meetings of Alfriston Parish Council including Public Questions sessions. The recording is not for publication and is only used to aid accurate minute taking.*

*S.C. Dry*

Mrs Suzanna Dry - Clerk to the Council

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## 158. Chairman's Welcome

## 159. Public Questions – relating to items on the agenda.

## 160. Apologies for absence

## 161. Declaration of interest

## 162. Finance

162.1 To confirm sight and approval of Quarter 3 Audit (Oct-Dec)

162.2 To confirm sight and approval of Quarter 3 VAT Return (Oct-Dec)

162.3 Expenditure against Budget for Qtr 3 (Oct-Dec)

162.4 Forecast for Qtr 4 (Jan-Mar '25)

162.5 To discuss and decide on the Budget for 2025-26 (Appendix A)

## 163. Grants

To discuss and decide on grant applications received.

## 164. Date of next meeting - Monday 20th January 2025 in the AWMH at 19:15.

Please see appendices attached below and/or on the website.

# ALFRISTON PARISH COUNCIL

Date: 7<sup>th</sup> October 2024  
Report Subject: Budget & Precept 2025/26  
By: Suzanna Dry, Clerk & RFO

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The purpose of this report is to present a draft budget for the Financial Year 2025-26 for consideration at the APC Finance Meeting on Monday 14<sup>th</sup> October 2024. The draft budget document shows last year's budget, this year's budget, predicted year end and proposed budget for 2025/26.

## Background

As the Responsible Finance Officer, I have looked at each budget line taking into consideration expenditure for the previous financial year, the actual figures as at the end of Qtr 2 (Sept. 2024) and projected figures for the year end (March 2025). Added to this I have calculated in an expected rate of inflation on council bills where appropriate of 3% (as per the latest figures from the office of national statistics – annual average).

The proposed budget of **£59,425.00**, with a Precept of **£58,175.00** represents the minimum amount required for APC to function. If Councillors wish to increase ringfenced reserves in order to pay for future projects, this will mean an increase in the proposed precept.

Despite the unavoidable overspend in 2024/25 due mainly to a need for an election, water leak, recruiting a new Clerk and UK inflation rates, the budget figure for 2025/26 is only a 3% increase. As a comparison some local town\parish councils were forced to put their precept up between 10-40% in 2024/25.

## Analysis

Effect on Band D Council Taxpayer – This is calculated by dividing the Precept by the Council Tax Base (CTB) Wealden District Council are yet to confirm the CTB for 2025/26. As an estimate, if we work with the CTB used for the Financial Year 2024/25 which was 441.1, this would give a Council Tax Band D annual charge for APC of **£131.88** for the year ( $£58,175 \div 441.1$ ). The Proposed Budget results in a **£3.84** increase on last year (3%) which was £128.04.

### Increased Amount in Budget Lines:

Earmarked Reserves - £5,000 to be put back into general reserves, as per the Clerk's and Internal Auditor's recommendations. Replenish Playground, NDP, Tye Rd Surface & Election Costs with £500 each = £7,000.

Staff Costs - The budget figure includes the following :

National Pay Agreement 2024/25 -estimated figure, as this is still to be decided & will be backdated to Apr 24.

National Pay Agreement 2025/26 - estimated figure, for the same agreement in April 2025/26.

These figures are agreed by Local Government and set for all council workers. Est. figure = last year's actual.

Annual Performance Review – decided on by APC at Staff Appraisal, using NALC pay scales.

Increase of Clerk's hours from 22.5hrs to 25hrs pr wk, as previously agreed to review. Using NALC pay scales.

## Recommendation

That APC puts forward the motion to agree the draft budget of **£59,425** for the Financial Year 2025/26, with a Precept of **£58,175**.

PROPOSED APC BUDGET FOR 2025/26						
	Actual 2023/24	Budget 2024/25	Actual Q2	PREDICTED EOY Q4	PROPOSED BUDGET 2025/26	Notes
<b>INCOME</b>						
Precept	55,252	56,736	56,736	56,736	58,175	= 3% increase in precept from last year
ESCC Grass Cutting	0	0	0	0	0	
Allotment Rents	505	800	40	800	800	
Donations	0	0	78	78	0	Xmas Tree
Interest	447	150	268.07	528	300	
Pavilion	440	150	140.5	150	150	
Other	381	0	502	502	0	APC Events,refund Microsoft, refund Annual meeting
<b>Total receipts excl VAT</b>	<b>56,985</b>	<b>57,836</b>	<b>57,765</b>	<b>58,794</b>	<b>59,425</b>	
VAT on receipts	0	0	0	0	0	
VAT refunds from HMRC	16287.34	0	1165.03	2165	0	
<b>Total receipts</b>	<b>73,273</b>	<b>57,836</b>	<b>58,930</b>	<b>60,959</b>	<b>59,425</b>	= 3% increase in budget from last year
<b>EXPENDITURE</b>						
APC Staff costs	24,520	27,500	13289.37	27,600	33,365	Includes national pay agreement, Cilca, performance incr.,25hrs
Administration	1589	1200	952.34	1600	1650	Based on this year's cost
Grass Cutting	5318	5500	2965	4500	4700	Reduced cost as no strimming of allotments
Allotments	4749	1000	504.38	654	700	Based on current water bill
Pavilion	500	150	14.27	100	150	Based on current water bill
Rec & Playground	438	500	90	500	1000	Allows for fencing & misc. repairs
Bins	3898	4346	1374.67	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	160	1200	1200	
Insurance	1001	1100	1092.64	1093	1150	
Jubilee Clock	946	550	1063.52	1463	500	No more EDF payments
S137 Grants	760	800	0	800	1000	
Courses & Subscriptions	1760	500	500.04	500	800	Includes annual conference cost
Rent	523	400	357	557	600	
Bank Charges	240	240	120	240	260	
Audit	705	750	434.15	700	750	
Benches	0	0	0	0	600	Allows for repair costs
Election Expenses	2933	500	0	0	500	
Chairman's allowance	223	100	42.5	42	100	
Speedwatch	0	0	0	0	0	
CIL money	260	0	0	0	0	
Other Misc	1552	0	557.13	785	200	Qtr 4 bank hols show reimbursement & £140 to allots, part conf. cost, X tree
Earmarked reserves	11000	11,000	11,000.00	11,000.00	7,000.00	See earmarked reserves below
<b>Total payments excl VAT</b>	<b>64474</b>	<b>57,836</b>	<b>34567.01</b>	<b>57,634</b>	<b>59,425</b>	
VAT on payments	2340	0	1314.24	2714	0	
VAT paid to HMRC	0	0	0	0	0	
<b>Total payments</b>	<b>66813</b>	<b>57,836</b>	<b>35881.25</b>	<b>60,348</b>	<b>59,425</b>	
<b>PROPOSED RESERVE INFORMATION FOR 2025/26</b>						
<b>Project</b>	<b>Opening Balance Apr 2025</b>	<b>Budget 25/26</b>	<b>Closing Balance</b>			
General Reserves	15,164.18	£5,000.00	£20,164.18			As per Clerk's & Internal Auditor's recommendation
Tye Rd surface	0	£500.00	£500.00			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			
<b>TOTAL</b>	<b>28164.18</b>	<b>£7,000.00</b>	<b>£35,164.18</b>			