



## NORTH HORSHAM PARISH COUNCIL

Precept requirement for 2022/23

<b>Forecast for 2021/22</b>		
Revenue expenditure	£	464,202.00
Income		
Precept	£	338,600.00
Community Infrastructure Levy	£	-
Discretionary grant	£	-
Environmental Grant	£	10,356.00
Income from hall hires	£	134,030.00
<b>Surplus at 31.3.22</b>	<b>£</b>	<b>18,784.00</b>

\*

<b>General Reserve Considerations for 2021/22</b>		
General Reserve at 31.3.21	£	216,901.00
Transfer to R&R EMR for Boiler	£	5,000.00
<b>Actual General Reserve at 01.04.21</b>	<b>£</b>	<b>211,901.00</b>

\*\*

<b>Final funding for 2021/22</b>		
General Reserve at 01.04.21	£	211,901.00
Predicted surplus for 2021/22	£	18,784.00
<b>Predicted carried Over General Reserve as at 31.3.22</b>	<b>£</b>	<b>230,685.00</b>

\*\*\*

<b>Budget for 2022/23</b>		
Revenue expenditure	£	537,591.00
Income		
Community Infrastructure Levy	£	-
Environmental Grant	£	10,356.00
Income from hall hires, allotments, other	£	153,000.00
	£	163,356.00
<b>Deficit</b>	<b>£</b>	<b>374,235.00</b>



<b>Precept calculation for 2022/23</b>		
Proposed expenditure less expected income	£	374,235.00
Contribution to RMH Boiler EMR (PR/135/21)	£	5,000.00 (+)
Contribution to Trees EMR (PR/135/21)	£	5,000.00 (+)
Contribution to Playground Refurb EMR (PR/135/21)	£	25,000.00 (+)
Funds left at 31.3.22	£	230,685.00 (-)
Proposed General Reserve at 31.3.2023	£	170,461.00 (+)
<b>Final precept requirement for 2022/23</b>	<b>£</b>	<b>349,011.00</b>

\* Comment : Amount of overspend based on predicted expenditure to year end.

\*\* Comment: In excess of the previously agreed £150k

\*\*\* Comment: Amount available to cover General Reserves at year end, to Earmark for planned activities or to offset against 2022/23 expenditure

### In summary

Tax Base 2022/23	8755.2	* Estimated as per HDC Email 09.11.21
Potential Precept	£	349,011.00
Per Band D Charge	£	39.86
Band D Charge 2021/22	£	39.12
Increase in Band D Charge		2%
Precept 2021/22	£	338,600.00
Increase in Precept		3%

**BUDGET 2022/23**  
**PROPERTY COMMITTEE**

		<b>BUDGET 2021/22</b>	<b>ESTIMATED TO 31.03.2022</b>	<b>BUDGET 2022/23</b>
<b>EXPENDITURE - REVENUE</b>				
	<b>HALLS SUMMARY</b>			
4011	NNDR (Business Rates)	18,300	6,925	18,300
4012	Water Rates	3,635	2,800	3,375
4014	Electricity	11,015	10,075	11,100
4015	Gas	10,137	9,500	10,062
4016	Cleaning Materials	4,500	2,850	4,500
4017	Refuse Clearance (HDC)	3,328	2,932	3,344
4018	Sanitary Disposals	660	625	790
4019	Window Cleaning	2,178	1,300	2,140
4020	Refreshment Sale Costs	200	200	300
4034	Maintenance - electrical	5,000	3,900	5,000
4035	Maintenance - electrical insp.	2,540	2,300	2,540
4036	Maintenance - general	7,250	5,950	7,250
4037	Maintenance - fire alarm	1,710	1,630	1,710
4039	Maintenance - intruder alarm	2,382	2,334	2,382
4040	Maintenance - lift	750	750	750
4041	Maintenance - fire extinguishers	450	450	450
4042	Maintenance - gas boiler	2,150	1,900	2,150
4044	Maintenance - partition wall	1,200	1,400	1,200
4061	Legionella Testing	755	1,080	755
4062	Maintenance - air conditioning	280	300	280
4063	Maintenance - plumbing	3,000	2,100	3,000
4064	Maintenance - lightning conductor	230	495	230
4065	Fire Prevention Sundries	1,295	200	1,295
4066	Keyholder Services	540	540	540
4500	Re-decoration	5,000	4,450	5,000
		<b>88,485</b>	<b>66,986</b>	<b>88,443</b>

**BUDGET 2022/23**  
**PROPERTY COMMITTEE**

			<b>BUDGET 2021/22</b>	<b>ESTIMATED TO 31.03.2022</b>	<b>NOTES 2021/22</b>	<b>BUDGET 2022/23</b>	<b>NOTES 2022/23</b>
<b>EXPENDITURE - REVENUE</b>							
403		<b>ROFFEY MILLENNIUM HALL</b>					
	4011	NNDR (Business Rates)	7,300	1,720	In light of additional spending it is probable that there will be increases. 4.5% allowed.	7,300	
	4012	Water Rates	1,235	1,100		1,200	
	4014	Electricity	5,125	5,125		5,125	
	4015	Gas	6,075	5,750		6,000	
	4016	Cleaning Materials	1,425	900		1,375	
	4017	Refuse Clearance (HDC)	1,664	1,300		1,664	
	4018	Sanitary Disposals	220	200		230	
	4019	Window Cleaning	990	500		990	
	4020	Refreshment Sale Costs	200	200		300	
	4034	Maintenance - electrical	2,000	1,500		2,000	
	4035	Maintenance - electrical insp.	550	550	No PET.	550	
	4036	Maintenance - general	3,250	2,750		3,150	
	4037	Maintenance - fire alarm	570	500		550	
	4039	Maintenance - intruder alarm	794	750		780	
	4040	Maintenance - lift	750	750	550 service + repairs	750	
	4041	Maintenance - fire extinguishers	150	150		160	
	4042	Maintenance - gas boiler	1,000	750		900	£5k to EMR
	4044	Maintenance - partition wall	500	600		600	
	4061	Legionella Testing	260	370	Water testing £128 x 2 + RA in April 2021 £113	260	Water testing only. No RA
	4062	Maintenance - air conditioning	280	300		300	
	4063	Maintenance - plumbing	1,500	900		1,300	
	4064	Maintenance - lightning conductor	230	495		300	
	4065	Fire Prevention Sundries	620	75	Fire risk assessment 04/21	100	
	4066	Keyholder Services	180	180	NS	190	
	4500	Internal decorations	1,000	1,000		1,000	Increase if possible at precept
			<b>37,868</b>	<b>28,415</b>		<b>37,074</b>	

**BUDGET 2022/23**  
**PROPERTY COMMITTEE**

			<b>BUDGET 2021/22</b>	<b>ESTIMATED TO 31.3.2022</b>	<b>NOTES 2021/22</b>	<b>BUDGET 2022/23</b>	<b>NOTES 2022/23</b>
<b>EXPENDITURE - REVENUE</b>							
401		<b>NORTH HEATH HALL</b>					
	4011	NNDR (Business Rates)	7,000	1,660	In light of additional spending it is probable that there will be increases. 4.5% allowed.	7,000	
	4012	Water Rates	900	800		925	
	4014	Electricity	2,640	2,200		2,725	
	4015	Gas	2,562	2,450		2,562	
	4016	Cleaning Materials	1,500	950		1,400	
	4017	Refuse Clearance (HDC)	832	800		840	
	4018	Sanitary Disposals	220	300		320	
	4019	Window Cleaning	738	350		700	
	4034	Maintenance - electrical	2,000	1,500		1,500	
	4035	Maintenance - electrical insp.	1,400	1,250	Periodic testing required 02/2022(apprx £920)	550	
	4036	Maintenance - general	2,000	1,700		2,000	
	4037	Maintenance - fire alarm	570	560		585	
	4039	Maintenance - intruder alarm	794	790		800	
	4041	Maintenance - fire extinguishers	150	150		160	
	4042	Maintenance - gas boiler	650	650		650	
	4044	Maintenance - partition wall	700	800		800	
	4061	Legionella Testing	260	360	Water testing £123 x 2 + RA in April 2021 £113	250	
	4063	Maintenance - plumbing	750	500		650	
	4065	Fire Prevention Sundries	75	50	No Fire RA	100	
	4066	Keyholder Services	180	180		190	
	4500	Internal decoration	2,500	2,250	Room 1 and 4	2,500	
			<b>28,421</b>	<b>20,250</b>		<b>27,207</b>	

**BUDGET 2022/23**  
**PROPERTY COMMITTEE**

			<b>BUDGET</b> <b>2021/22</b>	<b>ESTIMATED</b> <b>TO</b> <b>31.3.2022</b>	<b>NOTES</b> <b>2021/22</b>	<b>BUDGET</b> <b>2022/23</b>	<b>NOTES</b> <b>2022/23</b>
<b>EXPENDITURE - REVENUE</b>							
402		<b>HOLBROOK TYTHE BARN</b>					
	4011	NNDR (Business Rates)	4,000	3,545	In light of additional spending it is probable that there will be increases. 4.5% allowed.	4,000	
	4012	Water Rates	1,500	900		1,250	
	4014	Electricity	3,250	2,750		3,250	
	4015	Gas	1,500	1,300		1,500	
	4016	Cleaning Materials	1,575	1,000		1,400	
	4017	Refuse Clearance (HDC)	832	832		840	
	4018	Sanitary Disposals	220	125		240	
	4019	Window Cleaning	450	200		450	
	4034	Maintenance - electrical	1,000	900		1,100	
	4035	Maintenance - electrical insp.	590	500	No PET.	590	PET due May 2023. Apprx £1375
	4036	Maintenance - general	2,000	1,500		1,900	
	4037	Maintenance - fire alarm	570	570		600	
	4039	Maintenance - intruder alarm	794	794		800	
	4041	Maintenance - fire extinguishers	150	150		160	
	4042	Maintenance - gas boiler	500	500		500	
	4061	Legionella Testing	235	350	Water testing £108 x 2 + RA in April 2021 £113	235	
	4063	Maintenance - plumbing	750	700		725	
	4065	Fire Prevention Sundries	600	75	No Fire RA	600	RA due 08/2022 - 525
	4066	Keyholder Services	180	180		190	
	4500	Internal decoration	1,500	1,200		1,500	
			<b>22,196</b>	<b>18,071</b>		<b>21,830</b>	

BUDGET 2022/23 PROPERTY COMMITTEE			BUDGET 2021/22	ESTIMATED TO 31.03.2022	NOTES 2021/22	BUDGET 2022/23	NOTES 2022/23
<b>EXPENDITURE - REVENUE</b>							
<b>AMENITIES - ALLOTMENTS</b>							
301	4012	Water Rates	150	130		140	
	4102	Rent to WSCC - Harwood Rd	275	275		275	
	4200	Grounds Maintenance (grass)	750	750	Grass hedge cutting . 2% increase	765	
	4259	Allotment Maintenance	400	390	Brambles, rubbish etc	400	
			<b>1,575</b>	<b>1,545</b>		<b>1,580</b>	
<b>OTHER AMENITIES</b>							
302	4019	Bus shelter cleaning	925	925		950	
	4200	Grounds Maintenance	20,910	20,500	2% increase	21,250	
	4250	Bus Shelter Maintenance	2,000	1,500	Glass replaced. Some need painting.	1,750	
	4251	Play Area Maintenance*	8,000	7,000		7,500	
	4252	Open Space Maintenance**	10,500	8,000		10,000	
	4253	Litter Warden Equipment	900	800		900	
	4254	Dog Bin Emptying - HDC	2,060	2,200	Allows for inflation and odd extra empty.	2,300	
	4255	Street Lighting Maint/Supply	4,000	4,000	Most replacements have been done. PET due June 2021	2,500	
	4258	Multi Courts Maintenance	2,600	3,450	Change of contractor 11.21 Agreed by Prop C.	3,720	
	4260	Workshop	100	100		500	
	4302	Notice Board Maintenance	1,000	750		900	
			<b>52,995</b>	<b>49,225</b>		<b>52,270</b>	

\*Replacement programmes for equipment at Birches Road Playground and Amberley Road Playground have been identified as 2024 and 2025 respectively.

The total replacement cost of equipment at Birches Road Playground has been estimated at £58,078 and Amberey Road Playground at £72,560.

£25,000 has been set aside in an Earmarked Reserve for 2020/21 , It is recommended that a similar amount is put aside in the 2021/22 and 2022/23 budget.

Work to be undertaken in 2022/23 to ascertain more exact costings including what equipment in each playground could be retained so that more exact funding can be allocated in 2023/24 to enable the programme of replacement to proceed.

**BUDGET 2022/23**  
**F & A COMMITTEE**

			<b>BUDGET 2021/22</b>	<b>ESTIMATED TO 31.03.22</b>	<b>NOTES 2021/22</b>	<b>BUDGET 2022/23</b>	<b>NOTES 2022/23</b>
<b>EXPENDITURE - REVENUE</b>							
101	4006	Conferences	0			0	
	4007	Councillors' Training	1,000	750		1,000	
	4008	Councillors' Expenses	7,000	7,000		7,000	
	4021	Telephone	3,500	3,400		3,500	
	4022	Postage	1,400	750		1,400	
	4023	Stationery and Printing	1,600	1,450		1,600	
	4024	Subscriptions	3,600	3,000		3,400	
	4025	Insurance	9,500	10,666		11,000	
	4026	Publications	20	20	LCR	20	
	4028	IT Costs (Software)	2,400	2,750		2,800	
	4029	Website Maintenance (hosting)	150	150		150	
	4032	Publicity/Marketing	800	200		500	
	4033	Newsletter	800	800		800	
	4038	Office Equipment Maintenance	1,000	800		950	
	4051	Bank Charges	100	100		100	
	4053	PWLB Loan Charges	11,500	11,500		11,000	
	4057	External Audit Fees	1,600	1,000		1,400	
	4058	Professional Services	1,500	2,200		3,500	To allow for building valuations (every 5 years)
	4059	Internal Audit Fees	500	350		450	
	4100	Chairman's Allowance	400	400		400	
	4120	RMH Equipment (for hire)	750	500		700	
	4122	Office Equipment	1,000	1,100		1,000	
103	4155	Grants	10,000	10,000		10,000	
104	4101	Burial Charges	6,750	7,460		7,460	
			<b>66,870</b>	<b>66,346</b>		<b>70,130</b>	

BUDGET 2022/23 PERSONNEL COMMITTEE			BUDGET 2021/22	ESTIMATED TO 31.03.2022	NOTES 2021/22	BUDGET 2022/23	NOTES 2022/23
EXPENDITURE - REVENUE							
106	4001	Salaries/NI/Pensions	310,000	275,000	Staff on reduced hours/ pay increase 2% not yet agreed. Negotiations have started with a much higher rate.(10%)	320,000	Increased staff hours plus NALC wage increase of 2.5% notyet agreed.
	4003	Payroll Administration Charge	800	1,000		1,000	
	4009	Staff Expenses	2,500	2,750	Fuel cost increases and more hires require more journeys.	2,750	More hires requires more journeys.
	4010	Staff Training	1,500	1,000		1,600	
	4030	Recruitment Advertising	250	300		250	
	4031	Staff Personal Protective Clothing	400	300		400	
			<b>315,450</b>	<b>280,350</b>		<b>326,000</b>	



**BUDGET 2022/23**  
**PET COMMITTEE**

			<b>BUDGET</b> <b>2021/22</b>	<b>ESTIMATED</b> <b>TO</b> <b>31.03.2022</b>	<b>NOTES</b> <b>2021/22</b>	<b>BUDGET</b> <b>2022/23</b>	<b>NOTES</b> <b>2022/23</b>
<b>EXPENDITURE - REVENUE</b>							
201	4305	Planning Consultant Fees	2,250	0	There is nothing obvious that may be required in 2021/22.	1,500	There is £8,035 in an Earmarked Reserve that could be used if required.
			<b>2,250</b>	<b>0</b>		<b>1,500</b>	

23.9.2021

BUDGET 2022/23 INCOME			BUDGET 2021/22	ESTIMATED TO 31.3.2022	NOTES 2021/22	BUDGET 2022/23	NOTES 2022/23
		INCOME					
401	1000	Hall Lettings - NHH	50,000	47,000		50,000	
402	1000	Hall Lettings - HTB	30,000	22,000		25,000	
	1010	Multi Court Income	20,000	17,000		20,000	
403	1000	Hall Lettings RMH	60,000	47,000		57,000	
	1004	Miscellaneous Income	0	0		0	
	1006	Sale of Beverages	0	0		0	
101	1196	Interest Received	100	100		100	
301	1050	Allotment Rents	875	930		900	
			<b>160,975</b>	<b>134,030</b>		<b>153,000</b>	

## 2020/21 and 2021/22 Budget Summary

### SUMMARY

[illegible]

\*To be agreed.

4.1.2021