

Payments Cost Code	Forecasting Rationale	Forecast on Scribe sheet Budget for 2025/2026
Insurance	Has been paid in full	Forecast months contain 0.00
	Over £900 pa was a good deal for the 3 year tie-in	Allow £1500
Subscriptions and memberships	HALC + SLCC HALC has been paid and SLCC to be paid in October £346 + £154 = £500	£154 spread across the 7 x forecasting months = £22
	HALC have announced their costs will increase in 2025, assume SLCC increases slightly	£400 + £160 = £560
Staff expenses and training	Expenses are usually mileage + WFH = £22.43 Occasional (2?) additional mileage + training of £200 = £204.86	£51.60 spread across the forecasting 7 x months.
	Mileage and WFH remain the same = £269.16 + £9.72 approx £280 Training £200	£480
Staff costs	Clerk + Lengthsman salaries gross = £671.28 pm	Scribe has forecast as £675.00 pm
	Assume increase for clerk by 1 x spine point to £7368.40 and/or Lengthsman of £1331.76 (total gross pay 2022-2023). Lengthsman hours to date in 2024 = 93, so assume around 100hrs pa = hourly rate of £13.32 but I am monitoring	£8700
Other / miscellaneous	This year this has been the defibrillator (net) + Chair allowance £818.36. Both have been paid. Xmas lights?	Monthly amount for forecasting = £3 to include £21 Xmas
	Defibrillator pads cost £71.94 in 2023, Chair allowance remains as 2024 £275	Allow £100 £375
Open spaces	I was expecting £0.00 for churchyard + £70 hedge cutting + possible fencing repairs or tree works + FE for Cadnam CC	Nothing more to spend so monthly amount to forecast = £0
	Assume £500 churchyard, £75 hedge cutting, £300 Cadnam CC, £300 fencing or tree works	£1175
S137	Flower show, flooring, fete and wreath total expected £650 + 250 + 50 + 30 = £980	Wreath donation yet to come £30 spread across 7 x months = £4.30

		£1000 for various as they arise
Audit and professional	Auditor £375 and Scribe £12 pm (net)	£12 pm monthly to forecast
	Assume auditor £400 and Scribe £13pm	£556
Admin, stationery, printer, room hire	£650 paid for room hire, HP ink £3.32 (net) + £2 sundries Ream of paper will be needed £5	Forecast £3.32 x 7 + £1 £3.50pm
	Assume increase in ink costs of 2.5% = £3.40 (net) + £5 sundries	£700
Comms	Ionos Cloud + email addresses + Communicorp + Dropbox + Microsoft 365	£18.50pm (net) + £80 + £140 + £50, spread over 7 months = £39
	£19 + £85 + £145 + £50	£300
Election costs	Seems to be £64 for the 1 st 500 electors then £12 for each 100 thereafter. Minstead has 568 on the electoral register	£100 into budget
Insurance was over £900 in 2023-2024	Good 3 x year deal, assume large increase	£1500
Receipts Cost Code		
Precept	£14400 paid in full	TBD
Lengthsman grant	£1100 paid in full	Remains the same
Cadnam CC	£300 paid in full	Remains the same = same as in Open Spaces expenses
VAT refund	£489.75 paid in full	Query with Scribe on how this appears in the report

As per above total income net of Precept = £1900 - £100

As per above total assumed expenses = £17,046

Difference (**Precept** needed) = £15,146 - £100 = **£15046** Approx 5% increase. CPI currently around 2.6%

<https://www.ons.gov.uk/economy/inflationandpriceindices/bulletins/consumerpriceinflation/september2024>

Additional expenditure added to the budget and therefore precept.

Budgeting for defibrillator pads and battery replacement / 5yrs = £100pa

Clerk salary increase to cover increased National Insurance contributions = £612.40

Dragons teeth replacement on Village Green = £1000

Total additional budgeted expenditure = £1612.40, total budgeted expenditure £18,658.40

Precept request = **£16,700** sent 10/01/2025