

Report To:	Queen's Park Community Council		
Title:	Budget and Precept for 2020/21		
Purpose:	For decision		
Author:	Cllr John McArdle,		
Date of Meeting	15 January 2020	Agenda Item	117-19/20

1 Summary

This report sets out proposals for both the budget and precept for 2020/21 and seek the approval of the Council for these.

2 Recommendations

That the Council notes the contents of this report and approves:

- (1) The detailed budgets for income and expenditure for 2020/21 set out in the Appendix and summaries in Table 1.
- (2) That the precept be set again at £46.38 for 2020/21 and that the City of Westminster be advised of this.

3 Background

- 3.1 Each year the Council is required to set both an annual budget and the level of precept and notify these to the City of Westminster by the end of January. This means that decisions on these matters have to be taken at the January meeting.
- 3.2 In preparation for this a forecast of income and expenditure to the end on 2019/20 has been compiled, and used to project both income and expenditure for 2020/21. The high level figures are shown in Table 1 below and a full line by line calculations are in the Appendix.

Table 1: Proposed Budget 2020/21

	Budget 2019/20	Forecast 2019/19	Budget 2020/21
Total Income	£184,549	£176,537	£177,835
Total Expenditure	£232,982	£218,707	£226,425
Income less Expenditure	-£48,433	-£42,170	-£48,590
Precept	£162,149	£162,149	£164,835

- 3.3 Income is proposed to be slightly lower than budgeted for 2019/20, but close to the projected outturn. This is because project income and letting income have both been removed.
- 3.4 Staffing costs are broadly similar, as are most other administration costs. At the request of Working Group Coordinators, provision has been made for projects planned in 2019/20 to continue although in many areas progress has been slow.
- 3.5 No change is proposed to the Precept of £46.38 as it is difficult to justify an increase while reserves are so high. The number of properties in the area has increased, however, and the projected figure of 3,554.14 equivalent Band D properties has been used in the projections

Appendix: Detailed 2020/21 Budget

<i>Code</i>	2019-20 Approved	2019-20 Forecast	2020-21 Budget	Budget Notes
Income				
1010 Project income	1,000	103	0	None planned
1076 Precept	162,149	162,149	164,835	Based on no increase to rate
1200 Office rent income	8,000	0		
1410 Income Summer Festival	6,500	7,470	6,500	
1411 Fireworks income	5,000	5,000	5,000	
1412 Winter Fair income	1,500	1,815	1,500	
1413 Voice income	400	0	0	No direct income
			0	
Total income	184,549	176,537	177,835	Overall income reduced

Expenditure	2019-20 Approved	2019-20 Forecast	2020-21 Budget	Budget Notes
Staff costs				
4100 Staff costs	49,827	50,429	50,000	
Admin support (casual)	3,480	3,480		
HR Admin and support			4,000	Estimated
4225 Events organisation (contract)	7,800		0	
4105 Training	500	500	500	
	61,607	54,409	54,500	

Administration	2019-20	2019-20	2020-21	
<i>Councillor costs</i>	Approved	Forecast	Budget	Budget Notes
4101 Cllr allowances	3,000	1,500	1,500	
4105 Cllr training	1,000	0	1,000	
4133 Chair's allowance	75	75	75	
4150 Election costs	2,000	2,000	2,000	
4125 Office rent	12,000	10,000	10,000	
4127 Office maintenance/relocation	15,000	12,100	1,000	Move abandoned
4126 Room bookings	1,100	1,100	1,400	
4130 IT - hosting, computers , email	2,200	5,100	7,500	Increased use of IT for efficiency
4132 Stationery and materials	500	500	500	
4135 Telecomms, postage	800	800	1,000	
4110 Website	750	3,000	2,500	
4235 Advertising - recruitment	1,000	1,600	1,600	
<i>Professional costs</i>				
4120 Insurance	1,200	1,200	1,300	
4137 Subscriptions	2,650	2,665	2,600	
4139 Travel expenses	200	150	150	
4140 Professional fees	1,000	900	1,000	
4142 Audit fees	1,000	1,000	1,000	
<i>Grants</i>				
4134 Community grants	25,000	26,830	25,000	
4136 Pop Up Fund	2,000	2,000	2,000	
4138 Special grants	25,000	25,000	25,000	

<i>Outward facing</i>	2019-20 Approved	2019-20 Forecast	2020-21 Budget	Budget Notes
4128 Catering	350	200	200	
4129 Volunteer development	2,000	1,000	2,000	
4107 Community engagement	3,000	2,000	2,000	
4430 Children & young people	5,000	2,000	10,000	
4425 Social inclusion	500	200	500	
4420 Public & community arts	5,000	1,000	5,000	
4236 Marketing & promotion	1,500	100	500	
Total admin	114,825	104,020	108,325	
<i>Events & Voice</i>				
4200 Queen's Park Voice	4,000	4,000	4,000	
New Events administration		7,800	7,800	New contract
4205 Winter Fair	3,000	3,200	3,200	
4206 Winter Social	100	100	100	
4210 Summer festival	13,500	13,978	13,500	
4220 Fireworks	9,000	9,000	9,000	
	29,600	38,078	37,600	
<i>Environment & Open Spaces</i>			0	
4300 Community gardening	15,000	15,000	17,500	New contracts plus FOQPG support
4301 Dog strategy	3,700	3,700	4,000	New contracts
4999 Miscellaneous	0		0	
4305 Park developments	4,500	1,500	1,500	Refurbishment of hut
4410 Air quality	750	500	500	
	23,950	20,700	23,500	

<i>Planning</i>	2019-20 Approved	2019-20 Forecast	2020-21 Budget	Budget Notes
4400 Neighbourhood Plan	2,000	1,000	2,000	
4402 Harrow Road projects	1,000	500	500	
4405 Retailers' support	0			
	3,000	1,500	2,500	

Total council income	184,549	176,537	177,835
Total council expenditure	232,982	218,707	226,425
Income less expenditure	-48,433	-42,170	-48,590
Precept	162,149	162,149	164,835