

<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Budget and Precept for 2022/23		
<b>Purpose:</b>	For decision		
<b>Author:</b>	Lucie Prior, Director, and Cllr John McArdle, Responsible Financial Officer		
<b>Date of Meeting</b>	19 January 2022	<b>Agenda Item</b>	060 – 21/22

## 1 Summary

This report sets out proposals for both the budget and precept for 2022/23 and seeks 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 of £214,595 and expenditure of £263,736 for 2022/23 set out in the Appendix and summaries in Table 1;
- (2) that the precept be held at £47.31 for 2022/23 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 of 2021/22 has been compiled, and used together with any planned service changes to project both income and expenditure for 2022/23. The high-level figures are shown in the table below and full line by line calculations are in the Appendix.

	<b>Budget 2021/22</b>	<b>Forecast 2020/21</b>	<b>Budget 2022/32</b>
Total Income	£199,269	£206,445	£214,595
Total Expenditure	£247,825	£239,367	263,736
Income less Expenditure	<b>£48,556</b>	<b>£32,922</b>	<b>£49,141</b>
Precept	£166,259	£166,277	£168,183

## 4 Income

- 4.1 The bulk of the Council's income comes from the precept, which is collected by the City Council on our behalf. This sum is derived from a rate set by the Community Council multiplied by a figure which represents the number of households in the area who are expected to pay the charge. For 2022/23 this number has been set at 3,519.72 Band D equivalents.
- 4.2 There are currently a range of pressures on household income so it is not proposed to increase the precept in 2022/23 holding it instead at the current level of £47.31 for a Band D property. Using the multiplier above means this is expected to return an income of £168,183 for the year.
- 4.3 Overall income for 2021/22, including events income, is forecast to be higher than budget and Officers believe there is scope to generate even more revenue in 2022/23 by bidding for matched funds in respect of both existing and new projects. A sum of £35,000 has been entered for Project Income together with a further £19,000 in events related income. Securing such funds will be a priority for all staff.

## 5. Expenditure

- 5.1 In most cases the budget against a specific line will closely match that of previous years. There are, however, a few proposed changes and these are outlined in 5.2 to 5.8 below.
- 5.2 **Staffing** For 2021/22 it was decided to increase staffing and the core level is now 2.4 Full Time Equivalent being the Director, the Community Development Officer, and a part-time Project Officer. This has proved effective in delivering services during the year and provision is made in the budget for this together with the additional costs of annual increases, performance increments, and the new National Insurance surcharge.
- 5.3 **Administration** A number of budgets which are routinely underspent have been reduced while other have been lifted to reflect anticipated increases in charges by suppliers. The overall impact is a slight reduction in budget.
- 5.4 **Communications** There is a slight increase in the cost of producing Queen's Park Voice to reflect higher charges from suppliers.
- 5.5 **Place Committee** A number of budgets which are routinely underspent have been reduced to reflect the actual level of expenditure. In some cases, this is because staff have been undertaking the project work and the costs are being met from within the staffing budget. Others have been increased due to expected rises in external costs.
- 5.6 **Events** All of the events have been getting bigger and better so additional budget has been allocated, together with additional income being generated.

- 5.7 **People Committee.** As with the Place Committee, some budgets are being underspent because staff have been undertaking the project work and the costs are being met from within the staffing budget. The four lines here have been adjusted to reflect anticipated activity and the overall impact is a cost saving with no loss of effectiveness.
- 5.8 **Grants.** No changes are proposed here. Although the Council does not yet have the General Power of Competence under Section 137 of the Local Government Act 1972, due to having a newly appointed Director, it is permitted to spend £8.41 per elector on Grants. The electorate at the time of the Referendum in 2021 was 8,509 making an allowance of over £70,000 so the proposal is comfortably within that.

## Detailed Budget 2022/23

<b>100</b>	<b>General Income</b>	<b>Budget 21/22</b>	<b>Forecast 21/22</b>	<b>Proposed Budget</b>	<b>Change from 21/22 £</b>	<b>%</b>
1010	Project Income	20,000	19,318	35,000	15,682	81%
1076	Precept	166,269	166,277	168,183	1,906	1%
	<b>Total General Income</b>	<b>186,269</b>	<b>185,595</b>	<b>195,595</b>	<b>381,190</b>	

<b>101</b>	<b>Staff Costs</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
4100	Staff costs	75,000	70,253	93,559	18,559	25%
4105	Training	1,500	1,135	1,500	0	0%
	<b>Total Staff costs</b>	<b>76,500</b>	<b>71,388</b>	<b>95,059</b>	<b>18,559</b>	

<b>102</b>	<b>Administration</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
4101	Councillor allowances	3,000	3,000	3,000	0	0%
4105	Training	1,000	0	1,000	0	0%
4120	Insurance	1,200	1,337	1,500	300	25%
4125	Office Rent	10,000	10,000	10,000	0	0%
4126	Room Bookings	1,000	1,140	1,200	200	20%
4127	Office maintenance/relocation	500	493	500	0	0%
4128	Catering	200	159	200	0	0%
4130	IT - hosting, computers, etc	7,500	5,946	6,000	-1,500	-20%
4132	Stationery & Materials	500	744	700	200	40%
4133	Chair's Allowance	75	0	75	0	0%
4135	Tel & post	2,000	1,088	1,500	-500	-25%
4137	Subscriptions	2,750	2,926	3,000	250	9%
4139	Travel expenses	300	300	300	0	0%
4140	Professional fees	1,000	164	500	-500	-50%
4142	Audit fees	1,500	1,042	1,500	0	0%
4144	Bank charges	100	91	102	2	2%
4150	Elections costs	2,000	2,000	2,000	0	0%
	<b>Total Administration</b>	<b>34,625</b>	<b>30,430</b>	<b>33,077</b>	<b>-1,548</b>	<b>-4%</b>

<b>201</b>	<b>Communications</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
4110	Website	2,500	2,485	2,500	0	0%
4200	Queens Park Voice	4,000	4,525	4,500	500	13%
4236	Marketing	500	529	500	0	0%
	<b>Total Communications</b>	<b>7,000</b>	<b>7,539</b>	<b>7,500</b>	<b>500</b>	<b>7%</b>

<b>301</b>	<b>Place Committee</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
4300	Community Gardening	17,500	17,185	17,500	0	0%
4301	Dog Strategy	4,500	3,360	4,500	0	0%
4305	Park Development	1,000	0	500	-500	-50%
4400	Neighbourhood Plan	1,000	659		-1,000	-100%
4405	Retailers' Support	1,500	130	500	-1,000	-67%
4410	Air Quality	500	256	500	0	0%
4420	Public & Community Arts	4,000	1,585	2,000	-2,000	-50%
4999	Climate Emergency	1,000	511	1,000	0	0%
	<b>Total Place Committee</b>	<b>31,000</b>	<b>23,686</b>	<b>26,500</b>	<b>-4,500</b>	<b>-15%</b>

<b>401</b>	<b>Events</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
1410	Income Summer Festival	6,500	10,968	10,000	3,500	54%
1411	Income Fireworks	5,000	9,882	7,500	2,500	50%
1412	Income Winter Fair	1,500	0	1,500	0	0%
4201	Events Administration	9,300	9,300	9,300	0	0%
4205	Winter Fair	3,200	3,200	3,200	0	0%
4206	Winter Social	100	100	100	0	0%
4210	Summer Festival	13,500	16,943	17,000	3,500	26%
4220	Fireworks	9,000	9,370	10,000	1,000	11%
	<b>Events Income</b>	<b>13,000</b>	<b>20,850</b>	<b>19,000</b>	<b>6,000</b>	<b>46%</b>
	<b>Events Expenditure</b>	<b>35,100</b>	<b>38,913</b>	<b>39,600</b>	<b>4,500</b>	<b>13%</b>

<b>501</b>	<b>People Committee</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
4107	Community engagement	1,600	1,626	2,000	400	25%
4129	Volunteer Development	1,600	1,156	1,600	0	0%
4425	Social Inclusion	400	300	400	0	0%
4430	Children & Young People	8,000	6,329	6,000	-2,000	-25%
	<b>Total People Committee</b>	<b>11,600</b>	<b>9,411</b>	<b>10,000</b>	<b>-1,600</b>	<b>-14%</b>

<b>601</b>	<b>Grants</b>	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
4134	Community Grants	25,000	32,000	25,000	0	0%
4136	Pop Up Fund	2,000	1,000	2,000	0	0%
4138	Special Grants	25,000	25,000	25,000	0	0%
	<b>Total Grants</b>	<b>52,000</b>	<b>58,000</b>	<b>52,000</b>	<b>0</b>	<b>0%</b>

	<b>Original</b>	<b>Forecast</b>	<b>Proposed</b>	<b>Change</b>	<b>%</b>
<b>Grand Total Income</b>	<b>199,269</b>	<b>206,445</b>	<b>214,595</b>	<b>15,326</b>	<b>8%</b>
<b>Grand Total Expenditure</b>	<b>247,825</b>	<b>239,367</b>	<b>263,736</b>	<b>15,911</b>	<b>6%</b>