

**Carlton Parish Council**  
**Approved budget for 2018-19**

**Report number 2018-05**

<i>Numbers in italics are estimates</i>	<b>Actual audited 2015-16</b>	<b>Actual audited 2016-17</b>	<b>Actual &amp; projected 2017-18</b>	<b>BUDGET projected 2018-19</b>	<b>Note</b>
<b>Recurrent payments</b>					
Clerk's salary	1100.00	1100.00	1250.00	1400.00	
Clerk's expenses (Excluding earmarked funds)	688.81	583.90	500.00	600.00	
Payroll administration		25.00	100.00	100.00	
Cemetery & churchyard maintenance	1015.00	1065.00	1118.00	1285.70	<b>a</b>
Village greens & Little Lane maintenance	370.00	388.00	407.00	468.05	<b>b</b>
Diamond Jubilee Orchard maintenance	180.00	180.00	275.00	260.00	<b>c</b>
Toddlers Play Area annual inspection		62.50	62.50	70.00	
Insurance	380.08	379.58	396.01	420.00	
Internal & external audit	130.00	150.00	170.00	70.00	<b>d</b>
Annual subs (LRALC, LRPFA, LCR)	243.88	206.23	211.00	220.00	
Room hires	135.00	150.00	150.00	150.00	
s137 donation Community First Responders	150.00	150.00	150.00	200.00	<b>e</b>
ICO Data Protection Act registration	35.00	35.00	35.00	40.00	
Training	40.00		90.00	100.00	
Stationery / administration / sundries	0.00	81.80	30.00	50.00	
Christmas tree & decorations	200.00	200.00	300.00	300.00	
Printing annual report	16.80	16.80	16.80	20.00	
Information kiosk electricity	19.50	28.62	32.90	35.00	
Donation to Horticultural Show	35.00	35.00	35.00	35.00	
Bank charges (Return of paid cheques)			5.00	5.00	
<b>Total recurrent payments [A]</b>	<b>4739.07</b>	<b>4837.43</b>	<b>5334.21</b>	<b>5828.75</b>	
<b>Non-recurrent payments</b>					
Seat repairs & painting	66.00				
Toddlers Play Area installation	12904.80				
Election costs	90.01				
Parish noticeboard	892.08				
Neighbourhood Watch signs	60.00				
Litter bin for Carlton Green	194.95				
Hand gate for S68 at Carlton Brook		385.00			
East Green Kerbing Project		13907.35			
CDJO path surfacing			321.15		<b>f</b>
Cemetery hedge laying			180.00		<b>g</b>
Carlton Oaks Project			217.15		<b>g</b>
Painting information kiosk			540.00		<b>g</b>
Churchyard drainage investigation				200.00	
Data Protection Officer				200.00	<b>j</b>
Speed Indicator Device & survey (total)				4000.00	<b>h</b>
<b>Total non-recurrent payments [B]</b>	<b>14207.84</b>	<b>14292.35</b>	<b>1258.30</b>	<b>4400.00</b>	
<b>Total VAT on all payments [A] &amp; [B]</b>	<b>2939.69</b>	<b>2985.60</b>	<b>200.00</b>	<b>930.00</b>	

**Reserve funds**

Parish Council election reserve			1500.00		
Recreational land reserve			32300.00	2000.00	
Contingency reserve			3500.00	500.00	
Fixed Asset Fund	946.90	600.00	600.00	650.00	e
<b>Total reserve funds [C]</b>	<b>946.90</b>	<b>600.00</b>	<b>37900.00</b>	<b>3150.00</b>	
<b>Total payments &amp; reserves [A]+[B]+[C]+VAT</b>	<b>22833.50</b>	<b>22715.38</b>	<b>44692.51</b>	<b>14308.75</b>	

**Receipts**

Precept on H&BBC	5700.00	5800.00	8000.00	8000.00	
Bank interest	192.84	136.06	140.00	150.00	
Rents	1.00	1.00	1.00	1.00	
Cemetery fees/income	300.00	150.00	450.00		i
Council Tax Support Grant	286.00				
H&BBC Parish & Community Initiative Fund	415.00	2499.00			
s106 funds received	13767.90	5003.20	393.25		f
Frontager contributions to E Green kerbing		4555.20			
Grant approved - Carlton Oaks Project			130.30		g
Grant received - Cemetery hedge laying			108.00		g
Grant received - painting kiosk			324.00		g
Grant required - Speed Indicator Device				1675.00	h
VAT refunds	1563.41	2948.36	2217.73	620.00	
<b>Total receipts [D]</b>	<b>22226.15</b>	<b>21092.82</b>	<b>11764.28</b>	<b>10446.00</b>	
<b>Brought forward at start of financial year [E]</b>	<b>39132.16</b>	<b>38524.81</b>	<b>36902.25</b>	<b>3974.02</b>	
(Balance b/fwd less earmarked funds)					
Total of receipts and balances [D+E]	61358.31	59617.63	48666.53	14420.02	
Total payments & reserves [A+B+C+VAT]	22833.50	22715.38	44692.51	14308.75	
<b>End of year balance [D+E] - [A+B+C+VAT]</b>	<b>38524.81</b>	<b>36902.25</b>	<b>3974.02</b>	<b>111.27</b>	

**Reconciliation**

End of year balance carried down	38524.81	36902.25		
Carlton Footpath Group (CFG) Fund	57.01	57.01		
Carlton Gardening Group (CGG) Fund	278.83	199.64		
Fixed Asset Fund (FAF)	946.90	1546.90		
Keep Carlton Tidy Group (KCTG) Fund	151.53	151.53		
Parish Amenities Fund (PAF)	1825.58	1716.18		
<b>Total (Balance + earmarked funds etc)</b>	<b>41784.66</b>	<b>40573.51</b>		
<b>Carried forward in R&amp;P account book</b>	<b>41784.66</b>	<b>40573.51</b>		

**Notes (refer only to 2017-18 and 2018-19)**

- a PC Minutes p.1680/5a refers
- b PC minutes p.1680/5b refers
- c PC minutes p.1681/5c refers
- d New audit regime takes effect April 2018
- e Proposed increase
- f Funded by s106 developer contribution
- g Funded 60% by H&BBC P&CIF
- h PC Minutes p.1680/4 refers - grant application in progress
- i Cemetery income is not estimated
- j Requirements and cost unknown at 10th January 2018

**Abbreviations**

CDJO - Carlton Diamond Jubilee Orchard  
H&BBC - Hinckley & Bosworth Borough Council  
LCC - Leicestershire County Council  
LCR - Local Council Review  
LRALC - Leicestershire & Rutland Association of Local Councils  
LRPFA - Leicestershire & Rutland Playing Fields Association  
P&CIF - Parish & Community Initiative Fund

**This budget was approved by Carlton Parish Council on 10th January 2018**