

**TANDRIDGE PARISH COUNCIL  
BUDGET 2017/18**

	Budget 16/17	Actual to date	Forecast 16/17	Budget 17/18	Explanation of differences/comments
Clerks salary + PAYE	2,933	1,949	2,933	2,970	Current NJC salary point 24 £11.19 per hour. 5 hours pw. £245 per month. Potential 1% increase could be announced by NALC = £247.45
Hedgecutting Contract and tree tagging.	1,685	-	1,685	1,800	To cut all the hedges twice a year in 3 fields including the hedge at the cottages and the Bund at Jubilee field. £400 tree tagging.
Glebe Field Maintenance	1,500	500	1,000	1,500	£500 p.a. for grass cutting. £500 for lease. £500 for kissing gate.
General Parish Maintenance	500	-	-	500	
Subscriptions	315	274	309	315	SALC £162.63 / NALC £37.01 SLCC £80 / ICO £35
Expenses	312	172	245	300	£16pm petrol & £10 home working allowance p.m. Reduced as JH & IS posting minutes on boards.
Millenium Field Maintenance	300	-	300	300	£296 St Peters School for grass cutting (2015/16).
Training/Seminars	300	90	90	300	
Parish Council insurance	290	299	299	309	Year two of three year agreement in place
Internal & annual audit	240	122	122	240	Internal and external audit costs. 2016/17 no external audit fee as turnover fell under threshold.
S137/S142 payments	200	10	135	200	Grant payments. To consider: Oxted CAB, St Catherine's, Victim Support, Air Ambulance, Crimestoppers, others?, TVSC £10, cpre £40, East Surrey Museum.
Office/Admin	150	12	100	150	Printer ink (estimate), laminating papers
Annual Assembly	150	159	159	150	Food & drink
Website	124	29	129	100	Hosting charged at £100. £29 for domain name renewal, now registered for two years.
Poppy wreath/Chairmans allowance	25	25	25	25	Royal British Legion wreath donation
Jubilee Field Maintenance		-			Ditch maintenance covered in hedge cutting contract
VAT paid out to date		18			
	<b>£9,024</b>	<b>£3,659</b>	<b>£7,531</b>	<b>£9,159</b>	
		<b>Budget 16/17</b>	<b>Forecast 16/17</b>	<b>Budget 17/18</b>	

**RESERVES TARGET**

General reserves	3,500	Target = either 6 months precept or six months overheads (salary)
Car park maintenance fund	1,000	
Election 2019	200	Target - £1 per elector = £535
<b>TOTAL</b>	<b>4,700</b>	

**FORECAST 2017/18**

Forecast opening balance (Apr 2017)	6,696	<b>Precept</b>
Add total forecast income 17/18	10,000	
Minus total forecast expenses 17/18	9,159	
Minus target reserves	4,700	
<b>Forecast as at year end 2018</b>	<b>2,837</b>	