LAKE PARISH COUNCIL – AGENDA 16 FEBRUARY 2023

You are hereby summoned to attend a meeting of Lake Parish Council to be held on **Thursday 16 February 2023** at **7.15 pm** at **Lake Methodist Church**, Sandown Rd, Lake, to consider the matters set out in the following agenda.

Members of the public are invited to attend the meeting. There will be a 10-minute public forum before and after the public meeting for questions.

1. Apologies for absence
2. To receive any declarations of interest in agenda items
3. To confirm the minutes of the meeting held on 12 January 2023 (Paper A)
4. Matters arising from the minutes not requiring a resolution
5. Updates from Safer Neighbourhoods Policing Team
6. To discuss repair and maintenance arrangements for Revetment Toilets, and budgetary provision for 2023.
7. Planning applications: to resolve comments on applications received
8. Events Committee
9. Ripples
10. Finances – payments as per report
11. Finances –

    a/ Risk Register (Paper B)
    b/ To approve the 2023/24 Budget (Paper C)
    c/ To set the 2023/24 Precept

12. Report from

    (i) The Clerk
    (ii) Isle of Wight Councillors

13. Councillors reports – matters raised not requiring a resolution

Mr. R. Priest, Clerk to Lake Parish Council
2 Maida Vale, Shanklin PO37 7DB
01983 867450

9 February 2023

LAKE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 12 JANUARY 2023 AT LAKE METHODIST CHURCH AT 19.15

PRESENT: Cllr P. Brading, Chairman
Cllr M. Abbott, Cllr S. Hardy, Cllr J. Hicks, Cllr J. Marshall, Cllr P. Evans, Cllr A. Whittaker,

IN ATTENDANCE: Mr R Priest (Clerk), 3 members of the public and PCSO May.

From the floor The Chairman welcomed residents to the first meeting of the year, and a resident asked about funding for groups that aren't charities, and the Chair noted that Lake has a process consistent with National guidance. The Chair outlined the process followed by the Parish Council and Cllr Hardy confirmed this conformed to NALC guidance. The Chair also updated members on discussions with Sandown and Shanklin Town Councils, with the notice for Place Plan Consultancy advertised.

129/22-23 APOLOGIES FOR ABSENCE Cllrs N Goodall, T Outlaw & B. Young.

130/22-23 TO RECEIVE DECLARATIONS OF INTEREST IN AGENDA ITEMS
None

131/22-23 UPDATE
The Chairman updated members on concerns about the planning approval for the viewpoint on Lake Cliff, and that with Cllr Outlaw, he had asked Planning Officers to confirm that they were satisfied with the structural engineering reports and that there was no risk of damage to the cliff resulting from the works being undertaken. Cllr Marshall asked Clerk for details for the Ripples and clerk would forward.

132/22-23 TO CONFIRM MINUTES OF THE MEETING HELD ON 15 DECEMBER 2022
It was **resolved** to approve the minutes of 15 December 2023 as a true record. No comments were made and these were signed by the Chair.

133/22-23 UPDATE FROM SAFER NEIGHBOURHOODS POLICING TEAM
PCSO May provided a verbal report with 3 reports of Anti-social behaviour, 4 Public Order Issues, 7 incidents of Criminal Damage shoplifting, vehicle offences at Lake Green, and the continuation of Operation Spider. PCSO May noted increased visible presence over Christmas and New Year, beat surgery at Broadlea, and answered questions raised and advised members of the planned Bay Briefing at Broadway Centre on Friday 27 January 2023.

134/22-23 UPDATE MEMBERS ON OPENING LAKE CLIFF GARDENS TOILETS AND REVIEW NEW ROAD TOILETS
The Chair thanked members able to attend the opening of lake Cliff Gardens Toilets, and that there had already been usage over the weekend, with the Clerk collecting income. The unit had been added to Insurance Cover, and other details were being progressed including signage and timings to coincide with

cleaning schedule. Members discussed proposed reprovision at New Road and this would be discussed further at Budget Briefing on 17 January 2023.

135/22-23 DISCUSS REPAIR AND MAINTENANCE OF REVETMENT TOILETS.
Members highlighted the ongoing risk at revetment Toilets, with recent cliff falls an added concern, with the Chair highlighting the pump issue and servicing in 2023. The Clerk would contact contractors regarding future servicing and maintenance, as well as include provision in Budget.

136/22-23 PLANNING APPLICATIONS
There were no current applications, but the Chair updated members on the application for Bluebells Café near Littlestairs, recognising this was in Shanklin but part of his IWC Ward.

137/22-23 TO CONFIRM ARRANGEMENTS FOR INFORMAL BUDGET BRIEFING
The Chair outlined the arrangements for the informal budget briefing at 9am on Tuesday 17 January 2023 at the Broadway Centre, Sandown, and that members would have the opportunity to meet the Sandown Mayor before the briefing, as well as see the support being provided by Sandown Town Council.

138/22-23 EVENTS COMMITTEE
Members thanked Cllr Marshall for his work for Christmas and New Year events, and Cllr Marshall noted planned meeting on Monday 23 January 2023 to discuss potential events including the Coronation.

139/22-23 RIPPLES
The Chair thanked Mrs Marshall for producing Ripples given the challenging financial climate, and the Clerk would forward reports for the next edition, and Cllr Marshall noted there were difficulties ensuring copies were delivered in some areas and was trying to resolve.

140/22-23 FINANCES – PAYMENTS PER REPORT
It was **resolved** to authorise the payments report circulated, noting there was transitional delays in the Clerk getting on-line access, and the Chair thanked Cllr Hardy for paying invoices since Christmas. There would be a further update at the Budget Briefing, and publication on website. Bank Balances noted and Bank Reconciliation approved..

141/22-23 FINANCES – UPDATE ON YEAR TO DATE BUDGET POSITION
The Clerk would circulate a budget report showing expenditure to date, and this Would be discussed at the Budget Briefing at 9am on Tuesday 17 January, and confirmed arrangements for the briefing.

142/22-23 CLERK'S REPORT
The Clerk reported correspondence received, including details of request for a shop to registered as a Community Asset and he had advised resident, application for Warm Space Grant, and would circulate written report in advance of the next meeting, and work on the website was recognised to update details and this would link with councillor email address update, working with Cllr Marshall to address.

143/22-23 ISLE OF WIGHT COUNCILLORS

Cllr Brading updated on the recent cliff falls, and thanked Cllr Abbott and Cllr Whittaker for the actions taken, contacting Southern Water responsible for damaged pipe on cliff top, with members noting the difficulty of accessing the location and need to dispose of cliff fall debris safely and not in the sea, with at least 400 tonnes collapsing. Several beach huts had been displaced, and although there was signage on the revetment, walkers could still use the beach at low tide. Cllr Brading would contact IWC and Island Roads regarding signage, as well as the concerns about removal of bins and need to reinstate as soon as possible, and that contractors would be working over the weekend but that more rainfall was being forecast.

144/22-23 COUNCILLORS REPORTS – MATTERS NOT REQUIRING A RESOLUTION

Cllrs Abbott, Hicks and Whittaker updated members on the Revetment Working Party meetings and funding issues regarding any proposed projects. Cllr Hardy reported on conclusion of Skew Bridge Wall, delay in Roseway Roadworks. Cllr Hicks on communication with Sustainability Forum regarding local issues. The Chair read letter from outgoing Clerk who thanked members for present at last meeting and wishes them well for the future.

Cllr Brading also advised resident that the Court Case regarding a planning matter was due in February, and that he had contacted IWC Cabinet Member regarding continuing issues at Tesco Express junction which would only increase when Lake Hill is closed for Bridge Works.

NEXT MEETING Thursday 16 February 2023, 19.15 at Lake Methodist Church, Sandown Road

Meeting closed 20.55

Item 11a - Paper B

RISK REGISTER

Definition of Risk Management

Risk is the threat that an event or action will adversely affect an organisation's ability to achieve its objectives and to successfully execute its strategies. Risk management is the process by which risks are identified, evaluated and controlled. It is a key element of the framework of governance together with community focus, structures and processes, standards of conduct and service delivery arrangements.

Purpose of Document:

Lake Parish Council spends Council Tax payers money and has a duty to do so lawfully and using legal procedures. It will minimise any financial risk and aims to give excellent value for money. To assist in this the Council has appointed a Responsible Financial Officer (The Clerk) and adopted Financial Regulations that meet the requirements of the Accounts and Audit Regulations 2003 (as amended in 2006). This risk assessment is part of this process. Internal audit and training are others.

This document has been produced to enable the council to assess the risks that it faces and satisfy itself that it has taken adequate steps to minimise them. In conducting this exercise, the following plan was followed:

- Identify the areas to be reviewed
- Identify what the risk may be

- Evaluate the management and control of the risk and record all findings
- Review, assess and revise if required.
- Risk levels, high, medium and low (H,M,L)

MANAGEMENT RISKS

Subject	Risk(s) Identified	Level	Management/ Control of Risk	Review/Assess/Revise
Forward planning	**The council recognises the need to make informed decisions in a planned and sustainable way, to avoid reactive responses and short-term fixes that may cost more in the longer term.**	**M**	The council must have and work to a forward plan. As a minimum this should be for at least the duration of the term of office. A workplan will be prepared for the 2023/2024 annual meeting of Council.	Risk to be reassessed annually prior to budget.
Risk Assessments	Risk assessments should be in place for all the councils' provisions and undertaken for each event.	**M**	Risk Assessment should be reviewed on annually.	Review at least annually
Business Continuity	Council not being able to continue its business due to an unexpected or tragic circumstance. Due to change in staff records lost or information forgotten.	**H**	Work is underway to standardise filing identify all licenses and contracts, create a file map and procedures including: File Map Central list of ongoing and regular tasks. Central procedures. Register of Licenses.	Review when necessary
Meeting location	Adequacy Health and Safety Lack of accessibility.	L	Meetings are held at the Lake Methodist Church Hall which is located close to the station and bus routes.	Existing location is adequate.
Council hard copy Records	Loss through theft, fire, damage	L	Fire alarm system installed.	Existing procedures are adequate.

Subject	Risk(s) Identified	Level	Management/ Control of Risk	Review/Assess/Revise
			Document retention policy implemented. Moving forward the majority of files will be kept digitally in cloud based storage which is backed up monthly with hard copy duplicates of all accounting references and contracts/licenses/legal documents.	Ensure regular back-ups are undertaken and where possible important documents are scanned.
Council Records electronic	Loss of records through equipment failure.	L	Documents are stored on the cloud and backed-up to an external drive monthly. Adequate antivirus protection to be in place.	External hard drive back-up of electronic files produced and kept in safe.
Clerk/RFO	Loss of qualified clerk	M	The council must understand and support the Clerk's role. Councillors must adhere to their own specific roles and responsibilities only and not interfere with the Clerk's.	Councillor training must be undertaken.
		M	Back office support has been sourced via Sandown Town Council who can also arrange for a locum clerk if required.	
	Training – Risk of officers knowledge becoming outdated.	H	The Clerk should be provided with training as requested, reference books, access to assistance and legal advice via SLCC and time to attend IWALC training and meetings and research.	Purchase revised reference books, renew Membership of SLCC and provide and pay for Clerk's time to read and research information and undertaken training.
	Absence due to illness	H	Staffing structure does not have capacity to cover any long-term absence or vacancy in the team. The SLA with Sandown Town Council will provide capacity.	
		M	Members behaviours can create a stressful working environment and increase staff workloads. This can be avoided if contact is directed through the chairman unless otherwise agreed.	Members be reminded of member officer protocols and HR policies.
Reputational Damage	Challenge to officers	H	Criticism and challenge to officers casts the council in a bad light. Polices, protocols and procedures should be followed to manage	

Subject	Risk(s) Identified	Level	Management/ Control of Risk	Review/Assess/Revise
			and mitigate this risk and ensure only accurate information is published.	

FINANCIAL RISKS

Fraud, loss through theft or dishonesty.	Fidelity Guarantee insurance	M	The requirements of Fidelity Guarantee insurance must be adhered to. Internal controls in place; payments, receipts and banking reconciliations will be checked monthly by nominated members and reported to council at each meeting.	
	Banking arrangements.	L	Standing orders and financial regulations.	
Proper financial records	Records must be held in accordance with statutory requirements.	M	Records will be reviewed by councillors regularly and audited annually by internal auditor. Matters raised in previous audits have been note d and will be addressed during the 2022/2023 audit process.	
Borrowing	Complying with restrictions	L	Reviewed by internal audit and approved by council.	
Employment Law and HMRC obligations	Ensuring all requirements are met.	L	Reviewed by Internal Audit.	
VAT	Ensuring all requirements are met.	L	Clerks trained regularly, professional advice will be sort on large projects, reviewed by internal audit.	
Annual Precept	Ensuring accuracy within sound budgeting arrangement	L	Detail within the budget has been increased to help address financial risks stemming from current economic climate. Capital and maintenance costs are budgeted for all provisions. Reserves will be returned to recommended minimal levels in 2023/2024.	

Procurement	Risk of challenge	L	Standing orders and financial regulations outline requirements for procurement.	

RISKS RELATING TO PHYSICAL EQUIPMENT OR AREAS

Area	Risk	Level	Control of risks	Review/Assess/Revise
Assets	Loss or Damage Risk/damage to third party(ies) property Public Liability	M	Asset register is updated on purchase of a new asset and reviewed in full annually. This informs the insurance provision and maintenance schedule. Standing Orders refer to procedure for asset disposals. All repairs and relevant expenditure for repairs are actioned /authorised in accordance with Standing Orders. All Leases/licences held in filing cabinet for review as required and proof of ownership Tri-annual property valuations should be undertaken. Insurance schedule should be reviewed annually.	Existing procedures now adequate.
All equipment **Seats/Signs** **Toilets** **Open Spaces**	Vandalism and accidental damage Increased anti-social behaviour has been experienced. Public Liability inspections, on-going maintenance and repair.	M	Insured against theft and damage. . Inspection and maintenance logs should be retained. New toilet facilities designed to reduce instances of vandalism. Any damage logged. Maintenance schedule to be created and monies needed to be allocated for ongoing maintenance, this should also be considered when equipment is installed.	Insurance adequate and increased when new equipment installed CCTV to be considered/increased across sites. Annual risk assessments on all facilities and equipment undertaken

RISKS RELATING TO LEGAL LIABILITY

Area	Risk	Level	Control of Risk	Review /Assess/Revise
Legal Powers	Illegal activity or payments	L	All activity and payments made within the powers of the Council (not ultra vires) and to be resolved and clearly minuted.	Existing standing orders and financial regulations are adequate. Standing orders are reviewed annually.
	Committees / Working Parties	M	Ensure established with clear terms of reference to limit any councillor acting beyond their remit.	Existing procedures adequate if councillors adhere to the rules.
	Grants – ensuring grants awarded via specific powers or sections 137 (unless GPC appropriate)	M	Grants should be awarded by full council following confirmation from officers of relevant power. Decision is clearly minuted.	
Council meetings	Legality	L	Minutes and Agenda are produced in the prescribed timescale by the Clerk and adhere to legal requirements.	Existing procedures adequate. Standing orders are reviewed annually.
	Non-compliance with statutory requirements	L	Minutes are approved and signed at the next Council meeting and displayed according to the legal requirements.	Members must adhere to rules and the Code of Conduct
	Business Conduct	M	Business at meetings should be managed by the Chair. Councillors should adhere to the rules and regulations.	All Chair should undertake training to understand the role.
	Recording of council business – Poor quality and poor practice	M	Recordings of meetings for social media purposes should ensure that all councillors, are clearly identifiable, when possible. Alternatively, the Town Council could consider purchase of suitable equipment to record the meetings to an acceptable standard.	Review as appropriate.
Safe keeping of Council Document	Proper document control	L	Documents are held in locked space or on a password protected device. All other data is stored in compliance with the Data Protection Act Policy and GDPR Policies in place for management of documents.	Existing procedures adequate

Area	Risk	Level	Control of Risk	Review /Assess/Revise
Rights of Inspection		L	Website/Policy	Polices reviewed annually. Website reviewed and updated regularly.
Compliance with Transparency code.		L	Clerk to stay up to date with legislative changes. Data published quarterly following council approval.	Existing procedures adequate
Members interests and Gifts and Hospitality.	Register of members interest Members to not respond to requests for updates and councils' reputation is damaged Conflict of interests	L	Clerks circulate reminders annually and advice when made aware of change. Councillors have a duty to declare any interest either at the start of the meeting or during the meeting, if necessary. There is a standing item on the agenda to facilitate this. Register of interest forms to be reviewed annually	Annually and as required. Existing procedures adequate Members take responsibility to update their own Register.
Performance Management		L	Councillors monitor review budget and progress against priorities (through working parties) at each meeting and annually.	Existing procedures adequate

APPROVAL AND REVIEW

Date of Meeting approved:	**Minute no:**	**Date of Next review:** February 2024

Budget 2023-2024
(Briefing Note)

Date 16 February 2023
Prepared by Clerk and RFO

1. BACKGROUND

1.1. The Local Government Finance Act 1992. C.14, Part 1, Chpt. IV, s49(A) 49A (Calculation of council tax requirement by authorities in England) does not reference a “budget” but requires a local precepting authorities to make calculations (outlined in sections (2) and (3)) which are effectively those used by local councils to produce the budget.

1.2. Sections 41 of the act requires this to be completed by the 1 March though it should be noted that the precept is not invalid if this date is missed.

1.3. The Billing Authorities (Anticipation of Precepts) Regulations 1992, Regulation 2 (Anticipation of precepts) (amended). 2.3. S.49(A) also refers to “proper practices” which in England is the Governance and Accountability in Local Councils in England and Wales: A Practitioners' Guide published jointly by the National Association of Local Councils and the Society of Local Council Clerks. (The Joint Panel on Accountability and Governance, 2020)

1.4. 2.4. The Practitioners' Guide requires local councils to “prepare and approve a budget in a timely manner before setting a precept or rates and prior to the commencement of the financial year” (Page 7: 1.8).

1.5. This briefing note does to provide line by explanations but highlights key items.

2. BASIS

2.1. The budget has been prepared with a 10% rate of inflation based on economists January 2023 predictions for 2023.

2.2. Where there is an existing provision, monies for maintenance and capital monies for reprovision have been allocated.

2.3. Capital monies are important to ensure assets can be replaced in the future.

2.4. Due to the current economic climate a more detailed budget has been produced than previously.

3. EXPENDITURE

3.1. Administration:

3.1.1. These monies represent the general costs relating to governance and back-office functions related to running the council.

3.1.2. Monies allocated for Contingency have been replace by Capital provision.

3.1.3. Capital provision has been allocated for office equipment.

3.1.4. The service level agreement with Sandown Town Council has been included under professional services.

3.1.5. Accounting software has been budgeted for as the government's "make tax digital" in the event the Council may be required to become VAT registered.

3.1.6. Monies have been allocated for Councillors to have @lakeparishcouncil.org.uk email addresses to comply with best practice.

3.2. Adverts and Publicity:

3.2.1. More detailed expenditure was used to budget the costs for the Ripple.

3.3. Civic Events

3.3.1. The King's coronation will take place this in May 2023. A small budget has been allocated for a celebratory activity.

3.3.2. Grant monies have been reduced due to budget pressures.

3.3.3. There was strong support for Remembrance therefore budget to support events similar to previous years has been allocated.

3.4. Council and Councillors

3.4.1. The next election is scheduled for 2024. Therefore monies for an election have been removed. Should an election be required, general reserves will be used.

3.5. Provisions - Beaches:

3.5.1. The council committed to supporting the buoys in the bay until the end of the season in 2025.

3.6. Provisions – Dog Bins

3.6.1. Island Roads have advised they cannot provide quotations until April 2024. Therefore, costs have been budgeted on charges from April – August which includes the additional bins.

3.7. <u>Provisions – Fairway Park</u>

3.7.1. Monies have been budgeted for tree works to ensure any unexpected costs can be met.

3.7.2. Grass cutting has been forecast with a 10.9% uplift following communication with John O'Conner

3.8. <u>Provisions – Hanging Baskets</u>

3.8.1. Monies for the provision of Hanging Baskets has been removed to create a saving.

3.9. <u>Provisions – Youth Offer</u>

3.9.1. The overall budget has been reduced from £10,000 to £7,500.

3.9.2. £5,000 has been allocated to support the activities of the community Youth Officer.

3.10. <u>Provisions – Parish Improvement</u>

3.10.1. £2,000 has been allocated for Parish Improvement.

3.10.2. These monies are to meet any unexpected costs for example the removal of graffiti or unplanned projects such as the replacement of a defibrillator.

3.11. <u>Provisions – Thurles Green</u>

3.11.1. Monies have been allocated for the maintenance of the green.

3.11.2. Community involvement in planting and other projects will be explored.

3.12. <u>Staffing</u>

3.12.1. All staffing costs have been removed.

3.12.2. These have been replaced by the costs associated with the Service Level Agreement with Sandown Town Council budgeted under Administration – Professional Services.

3.13. <u>Toilets</u>

3.13.1. The cleaning contract budget has been updated to reflect the new arrangements. Savings can be made during the year by reducing the number of cubicles open.

3.13.2. Monies have been allocated for new toilets at New Road. These will need to be funded by a Public Works Loan as there are insufficient reserves.

3.13.3. A repair/maintenance budget of £2,000 has been allocated. This excludes annual servicing which has been budgeted separately.

3.13.4. Utilities have been individually forecasted with predicted increases applied.

4. INCOME

4.1. The predicted precept is based on the Isle of Wight Council letter of 17 January 2022 advising that the 2023/2024 tax base would be 1693.8.

4.2. According to best practice no income from the VAT refund, grants or donations has been budgeted.

4.3. Income has been budgeted for the Ripple as cancellation of an issue would make savings to off-set this.

5. UNDERSPEND AND UNBUDGETED INCOME

5.1. Monies budgeted and not yet spent in 2022/2023 have been accounted for when calculating the precept.

5.2. Budget lines have been updated to reflect and overspend/underspends.

6. RESERVES

6.1. (The Joint Panel On Accountability and Governance, 2021) advises that the accepted recommendation for the level of General Reserves to be maintained is between three and 12 months net revenue (this excludes capital allocations and revenue).

6.2. Therefore, the minimum reserve the council can hold based on the proposed budgets revenue costs is £39,294.

6.3. No reserves will be bought forward into this years calculations. However, the proposed precept has been calculated to ensure this minimum is maintained.

6.4. Future budgets will earmark reserves from the capital monies included in the budget.

7. PUBLIC WORKS LOAN

7.1. The council will need to apply for a public works loan to move forward with the toilets at New Road.

7.2. There are also increased costs to the new toilets at Lake Cliff Gardens due to the current economic climate.

7.3. Therefore, the budget has been drafted on the basis of a 10 year loan of £250,000.

7.4. The interest rate at the time the calculations were undertaken (12-Jan-23) was 4.38%.

7.5. The repayments of £29,973 per year have been included and will need to be carried forward into future budgets if the application for the loan is successful.

7.6. The interest rate and repayments were correct at the time the budget was drafted but may have changed by the time the loan application is finalised.

8. EQUALITY AND DIVERSITY.

8.1. The Council has to comply with Section 149 of the Equality Act 2010. This provides that decision makers must have due regard to the elimination of discrimination, victimisation and harassment, advancing equalities, and fostering good relations between different groups (race, disability, gender, age, sexual orientation, gender reassignment, religion/belief and marriage/civil partnership).

8.2. Equality and diversity should be considered where appropriate for the proposal typically when implementing the budget.

8.3. There is a common misconception that the Equality Act requires that everyone be treated equally. This is not the case and is highlighted in government advice:

"The Equality Duty does not require public bodies to treat everyone the same" (Government Equalities Office, 2011) One of the duties in Section 149 of The Equality Act 2010

8.4. The act states the council needs to:

"advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—

(a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;

(b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;

(c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

8.5. The requirement is to think about different peoples needs and how these can be met. This includes targeting services at a particular characteristic such as a gender specific service. The budget can therefore include services such as parks or a youth offer which benefit a some residents but not all without being considered discriminatory.

9. APPENDICES.

9.1. Appendix A – Draft 2023/2024 Budget

10. Bibliography

Government Equalities Office. (2011). *Equality Act 2010: Public Sector Equality Duty What I* need to Know. Crown Copy Right.

Government Equalities Office. (2011). *Equality Act 2010: Specific duties to support the equality duty what do I need to know? A quick start guide for public sector organisations.* London: Crown copyright.

The House of Commons Library. (2020). *The Public Sector Equality Duty and Equality Impact Assements Briefing Paper 06591.* London: Crown Copy Right.

The Joint Panel On Accountability and Governance. (2021). *Practitioners Guide (JPAG).* National Association of Local Councils .

Item 11b - Paper C - Appendix A

Row Labels	Sum of 2023 - 2024 Budget
Administration	**20308**
Accounting Software	1139
Audit	840
Contingency	0
Equipment	500
Insurance	1587
Loan (PWLB - Fairway Football Field)	2347
Phone	300
Professional Fees	0
Professional Services	12300
Stationary and Photocopying	200
Subscriptions	895
ICT	200
Adverts and Publicity	**9049**
Adverts	500
ICO	45
Newsletter	8329
Website	175
Civic and Grants	**2050**
Christmas	300
Events	500
Grants S137	1000
Remembrance	250
Council and Councillors	**1782**
Chair Allowance	1000
Cllr training	500
Election	0
Hall Hire	282
Provisions	**20017**
Beach	3095
Dog Bins	3579
Fairway Park	3093
Parish Improvement	2000
Thurles Green	750
Youth Service	7500
Hanging Baskets	0
Staffing	**0**
Clerks Gratuity	0
HMRC	0
Salary (prev. employment)	0
Training	0
Toilets	**234525**
Clean	29690
Parks	0
Rebuild	190000
Repair	2000
Service and Testing	1200
Utilities	11635
(blank)	
Grand Total	**287731**

Row Labels	Sum of 2023 - 2024 Budget
Adverts	1214
Donations	0
Grants	0
Interest	0
Precept/IWC Grant	87000
VAT	0
Grand Total	**88214**

CAPITAL	**190500**

2022-2023 Budget	**287731**
PWLB Cost for year	29973
Expenditure	**317704**
Underspend	0
Budgeted Income excluding precept	1214
From Allocated Reserves	0
PWLB Income	250000
From General Reserves	-99772
Required Precept Income	**166262**
Tax Base (Estmated based on 2022/2023)	1687.2

Precept c/d 2020-21	50.72
Precept c/d 2021-22	52.29
Precept c/d 2022-23	51.83

Required Precept Income	**166262**
Requires/Tax base = New Precept	98.5
Precept Increase	90.1%

Bank Accounts	
Treasurers	92,547.92
Deposit Account	50,448.19
Total Bank	**142996.11**
Unspent	203473.80
Reserves (Remaining)	**-60477.69**

Allocated Reserves	
None	
Total Allocated	**0.00**

General Reserves	
General	-60478
Three months	39294
Variance	(99772)

Annual increase	46.71
Increase per week	0.90
Increase per month	3.89