

Precept Worksheet RPI = 3.5%, CPI = 2.2%	Precept 2024/25	VAT	Actual (pro rata annualised)	Notes & payment frequency For 2024/25	Precept 2025/26 (4% ??)	Notes RPI = 3.5%, CPI = 2.6% (annualised as of Sept 2024)
Clerks salary	£4,988.00	N	£4,742.04	Monthly – Same scale as TB	£5,079.67	
		N	£142.26	Pay award pending. 3% from 04/24?		
Pension	£0.00	N	£0.00	n/a		
HMRC	£1,250.00	N	£1,106.40	monthly	£1,150.66	
Training	£300.00	N	£40.00		£300.00	Assumption
Professional Services	£120.00	N	£120.00	Payroll	£125.00	Assumption
Playing field inspection	£100.00	Y	£165.60	Wicksteed	£172.22	
Playing field maintenance	£500.00	Y	£500.00	Inspection October. Awaiting survey	£500.00	Assumption
Playing field grass cutting	£1,300.00	Y	£1,554.00	Monthly	£1,616.16	
Maintenance (inc retainer)				Removed by Chair 17/01/24 meeting		
Tree Survey	£400.00	Y	£475.20	3-yearly	£500.00	2024 figure / 3 plus a bit
Tree Works		Y	£1,008.00	3-yearly		Emergencies = Contingency?
Road salt	£50.00	Y	£0.00	November – Bin full as at 03/01/24	£50.00	Assumption
Donations	£200.00	N	£240.00	August	£0.00	Unrealistic expectation?
Defibrillator = ¼ of Capital cost				Removed by Chair 17/01/24 meeting		
Verge maintenance				Removed by Chair 17/01/24 meeting		
Safe custody	£15.00			???		
Laptop/software maintenance	£400.00	Y				
DAPTC subs + Mailbox	£245.00	N	£196.54	April	£220.00	10.00%
Audit fee	£50.00	N	£141.34	March	£120.00	March – Assumption
Election charges	£400.00		£0.00	May	£400.00	May 2029 Assumption
ICO	£50.00		£35.00	Reduction for Direct Debit	£40.00	Assumption
Hall rent	£500.00		£118.00	Bi-monthly – to include Council Election hire cost	£400.00	6 Parish Council meetings 1 Annual Parish Meeting 1 irregular meeting
Website maintenance			£98.14	July: paid by DD	£105.00	Assumption
Insurance	£580.00		£641.31	August	£700.00	10% - as was this year's
Petty cash expenses	£112.00		£50.00	Paper, postage and InkJet costs.	£50.00	Assumption
Contingency for unscheduled works	£2,800.00			Note that this is an Election Year	£3,471.29	£15,000 less "TOTAL"
TOTAL	£14,360.00		£11,373.83		£11,528.71	Sum of everything above the "Contingency" cell
ACTUAL BID	£14,500.00					

4 % uplift used for costing

Note: Chair directed that "last year + 4%" was a good target, so contingency adjusted accordingly

Notes:

1 The overall assumption is that with CPI running at 3.5%, uplifting the Precept by 4% might be acceptable. However, note that many of the costs are larger than a 4% increase; nevertheless, larger increases would be unpalatable, so by raising the Precept to £15,000 which is around 3.4% might be OK whilst protecting the PC from larger than expected increases. Since we are discussing this early, no guidance or worksheets have been supplied by DAPTC. Yet.

2 I am paid at the same rate as was Tara Bailey, and Dianne Lawrence before her. I am quite happy with this. However, the rate increases in April each year. Or should do. In fact, central pay negotiations commence then and are not usually resolved until Oct/Nov/Dec. So there is an adjustment to the figures which takes place 2/3rds through the year which upsets the Precept calculation in minor way.

3 The asset register notes that when I took over from Tara Bailey, there was supposed to be a printer and computer monitor and USB memory stick and Power Supply. None of these were ever seen. I have been using my own printer and memory backup facilities since day 1. (should anyone like to borrow a soft copy of the Parish Council Laptop memory backup, I can let them have a copy at any time). I have very occasionally billed the Parish Council for office supplies and ink jet cartridges. I have now bought a new printer with a much larger ink capacity. It is not solely for Parish Council use, so I will only bill the PC for ink as used.

4 The Parish Council is working with a 2016 Laptop for email, website management and maintenance of accounts. It is running on Windows 10, which is being superseded by Windows 11 next year. The Microsoft Surface Laptop is not capable of running Windows 11, and has effectively reached the end of its working life. (Unless Microsoft choose to extend the life of Windows 10; although at the moment, this seems unlikely).

There are two alternatives:

- 1) to buy a replacement laptop. I can liaise with DAPTC to see if there is any "corporate procurement" advantages to be gained. (although I doubt it)
- 2) to replace the Windows operating system with something else. This would protect against software obsolescence, but it would still be hosted on an 8 yr-old laptop.

There is no urgent rush to make this decision, but we need to do so in the next 6 months. No allocation is **currently** shown for this.

