



LLANHARAN COMMUNITY COUNCIL

AUDIT COMMITTEE MINUTES

Minutes of the **Audit Committee** meeting held by video link at 7pm on Tuesday 11th January 2022 in accordance with the:
Local Government and Elections (Wales) Act 2021

Present: Councillors: Roger Turner (Chair), Chris Parker, Robert Lewis-Watkin JP, Barry Stephens JP.

Clerk to the Council: Leigh Smith

Office administrator: Christina Badham.

Absent: Councillors Will Thomas, Daniel Morelli.

A2022/001 Welcome and apologies for absence
No apologies were received.

A2022/002 Disclosures of personal and prejudicial interests
None

A2022/003 Minutes
RESOLVED

The minutes of the Audit Committee meeting held on 16th November 2021 by remote attendance were approved as a true and accurate record of the meeting.

A2022/004 Matters arising
None



A2022/005 Proposed draft budget for 2022/23

The draft budget report was discussed at length. Members raised concerns over the rising cost of living for residents whilst recognising the importance of producing a balanced budget. Accordingly, the proposed budgeted expenditure was reduced by removing the contingency allowance of £15,000 in order to minimise the rise in precept whilst maintaining current reserves.

Recommended

That the draft budget be amended and presented for consideration by full Council resulting in the following outcomes:

- A balanced budget with total expenditure set at £251,154
- A total income of £251,154. Comprising precept and 'other income'
- A resultant Band D Council tax rate of £75.40 representing an increase of 16.79% or £10.84 per annum generating a precept of £243,094 .

A2022/006 Urgent matters for discussion.

None.

There being no further business, the meeting closed at 8.00pm

Cllr. Roger Turner
Chair of the Audit Committee



LLANHARAN COMMUNITY COUNCIL

Minutes of the meeting of the Audit Committee held by remote attendance at 7.00pm on Tuesday 16th November 2021

The meeting was held in accordance with:

The Local Government and Elections (Wales) Act 2021

Present:

Councillors Roger Turner (Chair), Chris Parker, Robert Lewis-Watkin JP, Will Thomas.

Clerk to the Council

Leigh Smith

Absent:

Councillors Barry Stephens, Daniel Morelli

A2021/020 Welcome and Apologies

The Chair welcomed all attendees - there were no apologies received.

A2021/021 Disclosures of Interests

None.



A2021/022 Approval of minutes.

RESOLVED

The minutes for the Joint Audit/HR committee meeting held remotely on 2nd September 2021 at 7.00pm were approved as an accurate record.

A2021/023 To discuss any matters arising from the minutes.

None

A2021/024 Public speaking

None

A2021/025 Grant applications received.

Recommended

To grant Hope Rescue the sum of £2000 towards building of a Welfare facility for staff and volunteers as per the application received.

Recommended

To grant Bryncae FC the sum of £800 towards general running costs of the club as per the application received.

A2021/026 New Grant application form and Grant feedback form and process.

Recommended

That the amended forms and process be adopted with the following alterations:

That on page 1 of the application form the text "....returned by the end of June and the end of October respectively unless otherwise indicated". Be amended to, "Returned by the end of June and the end of October respectively or they shall be submitted in the subsequent grant meeting if appropriate....."



A2021/027 Disposal of Green Tractor

Recommended

That the green tractor be disposed of and for the clerk to ascertain a fair market price and to return to council with a recommended sale price.

A2021/028 Urgent matters

None

There being no further business the meeting closed at 8.00pm.

Date of next meeting: TBD

Councillor Roger Turner
Chair of the Audit Committee



DRAFT



DRAFT



Llanharan Community Council

Cyngor Cymuned Llanharan

DRAFT BUDGET 2022/23

Meeting: Audit Committee
Date: 11th January 2022
Report by: Leigh Smith - The Clerk and RFO

Purpose of the Report

The purpose of this report is to set out for Members' consideration and approval, the proposed expenditure against the expected income and appropriate precept to achieve a balanced budget that meets the Council 's objectives for the financial year 2022/23 and note the likely movement on the Council balances and reserves.

Background

- The Community Council does not receive any grant from either the Welsh Government or the Unitary Authority (Rhondda Cynon Taf CBC) and relies solely on the precept which it has the power to set and income from other sources¹.
- The Community Council's tax base for 2021/22 was £3,078.31 compared to 2022/23 which has been set at £3224.19
- The bank balance (i.e., general reserves) at the end of business on 31st March 2021 was £ 91,702.56.
- The bank balance (i.e., general reserves) at the end of business on 31st March 2022 is estimated to be £ 72,203.00 ²

¹ See Appendix 1

² See Table A

- Where appropriate, the proposed increases in the budget, all areas, are based on an expected increase in the rate of inflation of 5% for the year 2022/23. Any other increases (or decreases) are noted separately

Well Being of Future Generations

- Section 40 of this Act places a duty on certain community councils to take all reasonable steps towards meeting the local objectives in the local well-being plan that has effect in their area. The requirement only applies where the Council's gross income or expenditure was at least £200,000 in each of the preceding three financial years prior to the local well-being plan for its area being published.
- **The Council will be subject to this duty to publish a report at the end of 2022/23, detailing the progress it has made in meeting the objectives contained in the local well-being plan**

Community Infrastructure Levy

- CIL monies are kept as a separate entity from the Council general revenue monies
- An amount of £ £ 510,516.65 has been received by the Council to date. £191,358.88 has been spent on active & completed projects with a further £246,328.00 committed to active but uncompleted projects
- The evaluation and scrutiny of projects brought forward to the Council or by the Council is carried by the Council's CIL committee who in turn make the appropriate recommendation to full Council.

Summary

- Over the last 2 years the Council has not increased the penny rate of £64.56 and has funded increases in expenditure from its reserves

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- If this trend continues the Council will be faced with a deficit budget within the next 2 years.
- To avoid this situation the Council needs to consider setting a balanced budget for 2022/23 and in future considerations setting such a budget that allows the build up of reserves to at least 50% of expenditure.
- **Therefore, to achieve this and keep the current objectives in terms of Christmas Lighting, Summer Baskets, etc. it is proposed that:**
 - **the penny rate is increased from £64.56 to £80.70 (25% inc.) thus generating a precept of £ 260,192 as detailed in Appendix 1 and in conjunction with the expected other income as detailed in Appendix 1, is recommended for approval by the Council.**
 - **the budget for expenditure as detailed in Appendix 2 is recommended for approval by the Council.**
 - **An amount of £25,000 is initially earmarked from CIL monies for expenditure in those categories that have been identified where CIL funding is appropriate.**

Leigh Smith

Clerk and RFO.

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Appendix 1 - Income (other than precept)

Item Description	2020 - 2021		2021 - 2022		Draft Budget 2022 - 2023			
	Budget	Yr end Total	Budget	Proj'ed Yr End	Expected	Inc / Dec cf Yr End		
						Amount	%	
Income								
Precept	199428		198736	198736				
Investment Interest	300	300		77	80	3	3.90%	
Agency Income	1330	1330	1330	6230	1330	-4900	78.65%	
Allotment Income	1500	300	2100	2190	2500	310	14.16%	
Employment Allowance Income			0	4324	4000	-324	-7.49%	
Other Income	3130	4630	0	138	150	12	8.70%	
Total	6260	6560	3430	12959	8060	-4899	37.80%	

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Appendix 2 - Expenditure

1. Administration Costs:

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Staff Salaries & Wages (Net)	60000	26.60%	65000	23.56%	46852	56042	21.06%	-8958	-13.78%	9190	19.61%
HMRC Interest Charges					16		0.00%	0		-16	
Employer & Employee Pension	12000	5.32%	13455	4.88%	15164	20155	7.57%	6700	49.80%	4992	32.92%
Employer & Employee NI & Tax	6000	2.66%	8970	3.25%	10822	19294	7.25%	10324	115.10%	8473	78.29%
Mileage & Subsistence			750	0.27%	447	100	0.04%	-650	-86.67%	-347	-77.63%
Council Tax	2500	1.11%	2400	0.87%	2247	2400	0.90%	0	0.00%	153	6.81%
Office Rent	3500	1.55%	3500	1.27%	2625	3500	1.32%	0	0.00%	875	33.33%
IT Costs (Office 365)Web Site	3000	1.33%	2000	0.73%	2139	7246	2.72%	5246	262.30%	5107	238.75%
Telephone & Broadband	2000	0.89%	1600	0.58%	1329	1400	0.53%	-200	-12.50%	71	5.34%
Energy	1200	0.53%	1500	0.54%	1280	3500	1.32%	2000	133.33%	2220	173.44%
Water Rates (for Office)	150	0.07%	200	0.07%	150	350	0.13%	150	75.00%	200	133.33%

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Stationery and postage	500	0.22%	700	0.25%	726	330	0.12%	-370	-52.86%	-396	-54.55%
Cleaning Materials	100	0.04%	400	0.15%	117	123	0.05%	-277	-69.25%	6	5.13%
Cleaning Contract			1160	0.42%	1058	1160	0.44%	0	0.00%	102	9.64%
Office Cap Expenditure Chain of Office	1350	0.60%	2000	0.73%	0	0	0.00%	-2000	-100.00%	0	
Office Maintenance			500	0.18%	700	500	0.19%	0	0.00%	-200	-28.57%
Professional and Legal Fees	3000	1.33%	3000	1.09%	3000	3500	1.32%	500	16.67%	500	16.67%
Land Registry Fees					57	60	0.02%	60		3	5.26%
Internal Audit Fees			450	0.16%	450	475	0.18%	25	5.56%	25	5.56%
External Audit Fees			450	0.16%	1000	1000	0.38%	550	122.22%	0	0.00%
Subscriptions and Memberships			2000	0.73%	2000	2000	0.75%	0	0.00%	0	0.00%
Bank Charges			100	0.04%	138	150	0.06%	50	50.00%	12	8.70%
Storage Space Rental			0	0.00%	180	180	0.07%	180		0	0.00%
Overhead Expenditure	95300	42.24%	110135	39.93%	92496	123465	46.39%	13330	12.10%	30969	33.48%

1.1. 2021/22:

Budgeted: £110,135 (39.93% of total budget)
Projected year end spend: £ 92,496

1.2. 2022/23:

Proposed Budget: **£123,465 (46.39% of total budget)**

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Increase on 2021/22 budget £ 13,330 (12.10%)
Increase on projected year end spend: £ 30,969 (33.48%)

1.3. Notes:

- 1.3.1.** *Salaries* - for both Clerk and Admin Office: Based on a possible 2.5% pay increase plus incremental awards for achieving pre-set milestones in their personal development, subject to recommendation by HR Committee.

- 1.3.2.** *Wages* – based on 3000 hours in the year by Grounds Staff at £10.71 per hour (hourly rate increase, calculated on maintaining the differential on the minimum wage)

- 1.3.3.** *Mileage & Subsistence* – with the current hiring of a van and the expectation to purchase/lease a van in 2022/23 the proposed budget is £115 (equivalent to approx. 250 miles p.a.)

- 1.3.4.** *PAYE*, National Insurance and Pension payments are derived from the figures associated with 1 & 2.

- 1.3.5.** *IT (Office 365) Web Site* - includes a provision of uplift of £5,000 for IT equipment that will need to be purchased to meet the requirements of Local Government & Elections (Wales) Act 2021 with respect to Council meetings. (Note: that the Council has been awarded £1,111.11 from RCT towards the cost of such equipment)

- 1.3.6.** *Energy* – Totally unpredictable and therefore a near 100% increase plus £1000 to cover garage.

- 1.3.7.** *Water* – Uplifted by an extra £200 to cover garage.

- 1.3.8.** *Professional & Legal Fees* – Although it projected that there may be a spend before the year end it would be prudent to allocate a similar for the 2022/23 year.

- 1.3.9.** *Audit Fees* – both internal and external. The council may want to re-visit the appointment of an internal auditor and carry out a value for money exercise. There are issues outstanding with the external auditor and therefore one costs will more than likely occur.

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2. Insurances

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
General Insurance	2100	0.93%	3500	1.27%	3476	4000	1.50%	500	14.29%	524	15.07%
Vehicle Insurance	850	0.38%	1000	0.36%	2208	1750	0.66%	750	75.00%	-458	-20.74%
Office Insurance	80	0.04%	80	0.03%	82	87	0.03%	7	8.75%	5	6.10%
Overhead Expenditure	3030	1.34%	4580	1.66%	5766	5837	2.19%	1257	27.45%	71	1.23%

2.1. 2021/22:

Budgeted: £ 4,500 (1.27% of total budget)
 Projected year end spend: £ 5,776

2.2. 2022/23:

Proposed Budget: **£ 5,837 (2.19% of total budget)**
 Increase on 2021/22 budget: £ 1,257 (27.45%)
 Increase on projected year end spend: £ 71 (1.23%)

2.3. Notes:

2.3.1. *General Insurance* – An increase in premium above inflation is expected due to the claims that have been made during 2021/22

2.3.2. *Vehicle Insurance* – proposed budget is based on the outgoings paid this year to cover the hire of a van and the reduction brought about by the proposed to disposal of the green tractor (which is now regarded as surplus to requirements)

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3. Staff & Member Training

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Staff & Member Training											
Members Training			500	0.18%	95	525	0.20%	25	5.00%	430	452.63%
Staff Training			1000	0.36%	1000	1050	0.39%	50	5.00%	50	5.00%
Overhead Expenditure	0	0.00%	1500	0.54%	1095	1575	0.59%	75	5.00%	480	43.84%

3.1. 2021/22:

Budgeted: £ 1,500 (0.54% of total budget)
 Projected year end spend: £ 1,095

3.2. 2022/23:

Proposed Budget: **£ 1,575 (0.56% of total budget)**
 Increase on 2021/22 budget: £ 75 (27.45%)
 Increase on projected year end spend: £ 480 (43.84%)

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4. Members Allowances

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Chair	1500	0.66%	1500	0.54%	1500	1500	0.56%	0	0.00%	0	0.00%
Special Responsibility	1500	0.66%	500	0.18%	500	500	0.19%	0	0.00%	0	0.00%
Member Allowances	2100	0.93%	2110	0.76%	1500	2100	0.79%	-10	-0.47%	600	40.00%
Overhead Expenditure	5100	2.26%	4110	1.49%	3500	4100	1.54%	-10	-0.24%	600	17.14%

4.1. 2021/22:

Budgeted: £ 4,110 (1.59% of total budget)
 Projected year end spend: £ 3,500

4.2. 2022/23:

Proposed Budget: **£ 4,100 (1.54% of total budget)**
 Increase on 2021/22 budget: £ -10 (-0.24%)
 Increase on projected year end spend: £ 600 (17.14%)

4.3. Notes: The Independent Remuneration Panel determine that Councils must make a payment of £150 to each Member in respect of telephone usage, information technology, consumables etc. unless a Member advises the Clerk in writing that they do not wish to receive the amount. Proposed budget is based on 14 x £150 plus £1500 (Chair's allowance) plus £500 (Deputy Chair's allowance).

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5. Plant & Equipment

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Plant Purchase / Lease			7000	2.54%	3209	7000	2.63%	0	0.00%	3791	118.14%
Bowser Maintenance			100	0.04%	318	400	0.15%	300	300.00%	82	25.79%
Green Mower Maintenance			1500	0.54%	651	0	0.00%	-1500	-100.00%	-651	-100.00%
Red Tractor Maintenance			1200	0.44%	547	1000	0.38%	-200	-16.67%	453	82.82%
Portable & Hand Tools Purchase			2000	0.73%	77	250	0.09%	-1750	-87.50%	173	224.68%
Portable & Hand Tools Maintenance						400	0.15%	400		400	
PPE - New & Replacement			300	0.11%	253	275	0.10%	-25	-8.33%	22	8.70%
Plant & Equipment Fuel			3000	1.09%	1436	2500	0.94%	-500	-16.67%	1064	74.09%
Overhead Expenditure	0	0.00%	15100	5.47%	6491	11825	4.44%	-3275	-21.69%	5334	82.18%

5.1. 2021/22:

Budgeted: £ 15,100 (5.47% of total budget)
 Projected year end spend: £ 6,491

5.2. 2022/23:

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Proposed Budget:	£ 11,825 (4.44% of total budget)
Increase on 2021/22 budget	£ -3,275 (-21.69%)
Increase on projected year end spend:	£ 5334 (82.18%)

5.3. Notes:

- 5.3.1.** *Plant Purchase/Lease* – It is expected that the Council will consider the purchase/long term lease of van in 2022/23. Whilst there is sufficient funds within the general reserves to purchase outright, the more likely cost-effective option would be to lease. Therefore, the proposed budget for this is £7,000
- 5.3.2.** *Bowser maintenance.* – The most vulnerable part of this equipment is the water pump. A replacement pump costs approximately £400
- 5.3.3.** *Plant & Equipment Fuel* - If a van is purchased, subject to whether it is internal combustion engine or hybrid or whole electric power the budget proposed is significantly high that in the past.

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6. Street Furnishings

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Hanging Baskets & Planters	3250	1.44%	10100	3.66%	11534	7500	2.82%	-2600	-25.74%	-4034	-34.97%
Christmas Lights and Trees	24000	10.64%	38500	13.96%	38866	26000	9.77%	-12500	-32.47%	-12866	-33.10%
Public Clocks - Maintenance	300	0.13%	900	0.33%	400	425	0.16%	-475	-52.78%	25	6.25%
Notice Boards - Maintenance			150	0.05%	290	100	0.04%	-50	-33.33%	-190	-65.52%
Bus shelter - Maintenance	5000	2.22%	500	0.18%	549	100	0.04%	-400	-80.00%	-449	-81.79%
Planters - Maintenance			150		50	100	0.04%	-50	-33.33%	50	100.00%
Benches & Tables Maintenance			150		100	100	0.04%	-50	-33.33%	0	0.00%
Overhead Expenditure	32550	14.43%	50450	18.29%	51789	34325	12.90%	-16125	-31.96%	-17464	-33.72%

6.1. 2021/22:

Budgeted: £ 50,450 (18.29% of total budget)
 Projected year end spend: £ 51,789

6.2. 2022/23:

Proposed Budget: **£ 34,325 (12.84% of total budget)**
 Increase on 2021/22 budget: £ -16,125 (-31.96%)
 Increase on projected year end spend: £ -17,464 (33.72%)

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6.3. Notes:

- 6.3.1.** *Summer Hanging Baskets* – proposed budget includes uplift of 5% plus an additional £800 for the purchase of wild flowers and trees (possible future project)
- 6.3.2.** *Christmas Lights and Trees* – proposed budget includes limited expansion of lights to be considered. i.e Community Trees or other lighting located at Lanelay Hall, Bryncae and the new Persimmons Estates. (These would be dependent on approval of CIL funding to cover the cost of providing suitable power points) and to maintain the existing array of displays, the Council would only have the option of renting over a 3-year period. -
- 6.3.3.** *Bus Shelters, Notice Boards, Benches & Tables, Planters and Public Clock purchases and maintenance* – Funding for these can be sought from CIL monies therefore a nominal amount of £100 is proposed for each to cover minor repairs.

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7. Community Functions

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Christmas Dinners	3700	1.64%	3700	1.34%	3305	5500	2.07%	1800	48.65%	2195	66.41%
Soup and Carols	230	0.10%	170	0.06%	0	250	0.09%	80	47.06%	250	
Firework Display	6000	2.66%	6000	2.18%	7069	7425	2.79%	1425	23.75%	356	5.04%
Multi Cultural Carnival			2000	0.73%	0	2500	0.94%	500	25.00%	2500	
General Sponsorship			1000	0.36%	0	1000	0.38%	0	0.00%	1000	
Overhead Expenditure	9930	4.40%	12870	4.67%	10374	16675	6.27%	3805	29.56%	6301	60.74%

7.1. 2021/22:

Budgeted: £ 12,870 (4.47% of total budget)

Projected year end spend: £ 10,374

7.2. 2022/23:

Proposed Budget: **£ 16,675 (6.27% of total budget)**

Increase on 2021/22 budget £ 3805 (29.56%)

Increase on projected year end spend: £ 6301 (60.74%)

7.3. Notes:

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- 7.3.1.** *Christmas Dinners* – The dinners for 2022 were attend by approximately 145 people. The usual attendance prior to the pandemic was in the region 230 people. It would therefore been prudent to budget for around 230 people in the hope that more people will venture out in 2023 providing there are very encouraging signs that the Covid pandemic is very much under control. The proposed budget is therefore based on that number plus a 5% uplift and an additional £500 to cover transport and other sundry costs.
- 7.3.2.** *Soup and Carols* – the proposed budget is the same has 2021/22
- 7.3.3.** *Fireworks Display* – The 2022 event was managed by LCDP on Brynna Playing Fields with over 1500 people in attendance. (Numbers were limited to keep within prevailing COVID-19 restrictions. The cost of the event went over budget by £1069. The proposed budget takes this into account plus a 5% uplift.

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8. Grants

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
General Grants	15000	6.65%	15000	5.44%	9284	12500	4.70%	-2500	-16.67%	3216	36.64%
COVID-19 relief to local organisation	12500	5.54%						0		0	
LCDP - SLA	25000	11.08%	26000	9.43%	25000	25000	9.39%	-1000	-3.85%	0	0.00%
Wildlife Trust - Brynna Woods	10000	4.43%	10000	3.63%	10000	10000	3.76%	0	0.00%	0	0.00%
Food Bank	5695	2.52%	5850	2.12%	5850	3500	1.32%	-2350	-40.17%	-2350	-40.17%
Overhead Expenditure	68195	30.23%	56850	20.61%	50134	51000	19.16%	-5850	-10.29%	866	1.73%

8.1. 2021/22:

Budgeted: £ 56,850 (20.61% of total budget)
 Projected year end spend: £ 50,134

8.2. 2022/23:

Proposed Budget: **£ 51,000 (19.16% of total budget)**
 Increase on 2021/22 budget: £ -5850 (-10.29%)
 Increase on projected year end spend: £ 866 (1.73%)

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8.3. Notes: - A major part of the budget is allocated to local community organisations, some of which have indicated that without the Council's financial support they would struggle to exist.

8.3.1. *General Grants* – The uptake on general grant has been approximately £10,000 p.a. over the last 2 years.

8.3.2. *The Llanharan Community Development Project* – The Council in February 2021 agreed to a new 3-year SLA with the annual grant of £25,000.

8.3.3. *The Wildlife Trust* – This grant is subject to satisfactory management of Brynna Woods & Llanharan Marshes. The South & South West Wales Wildlife Trust have actively engaged with the Council in two major projects that the Council is currently taking forward.

8.3.4. *The Foodbank* – The Council on 17 January 2019 agreed to support the Foodbank's Holiday School Lunch project with a grant of £4000 in kind with the agreement that food provided would be distributed throughout the Llanharan Community. However, the Council in 2022 decided in principle to take over the administration of *Llanharan Pantry*,³ and the overarching control of Bryncae Community Centre. This gives scope for the Council to re-examine and possibly extend its objectives toward relieving poverty within the community

³ Llanharan pantry is project that was initiated by a member to help alleviate food poverty in the community. Due to its success the Council has agreed in principle to administer the project.

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9. Open Spaces

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Rights of Way	5000	2.22%	1500	0.54%	5730	1330	0.50%	-170	-11.33%	-4440	-76.79%
Skateboard Park - Maintenance	500	0.22%	500	0.18%	500	100	0.04%	-400	-80.00%	-400	-80.00%
Play & O/Spaces Maintenance			1000	0.36%	1007	100	0.04%	-900	-90.00%	-1907	-189.37%
General Repair Consumables					84	250	0.09%	250		166	
Overhead Expenditure	5500	2.44%	3000	1.09%	7321	1780	0.67%	-1220	-40.67%	-5541	-75.69%

9.1. 2021/22:

Budgeted: £ 3,000 (1.09% of total budget)
 Projected year end spend: £ 7,321

9.2. 2022/23:

Proposed Budget: **£ 1,780 (0.67% of total budget)**
 Increase on 2021/22 budget: £ -1,220 (-40.67%)
 Increase on projected year end spend: £ -5,541 (-75.69%)

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9.3. Notes:

- 9.3.1.** *Rights of Way* – Funding for major repairs can be sought from CIL monies, however the Council receives an agency fee from RCT and it proposed that this used to cover minor repairs
- 9.3.2.** *Skateboard Park and Open Spaces Maintenance* – Funding for these can be sought from CIL monies therefore a nominal amount of £100 is proposed for each to cover minor repairs.

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10. War Memorials

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Maintenance Contract	3000	1.33%						0		0	
Other Maintenance			1000	0.36%	0	100	0.04%	-900	-90.00%	100	
Overhead Expenditure	3000	1.33%	1000	0.36%	0	100	0.04%	-900	-90.00%	100	

10.1. 2021/22:

Budgeted: £ 1,000 (0.36% of total budget)
 Projected year end spend: £ 0

10.2. 2022/23:

Proposed Budget: £ 100 (0.04% of total budget)
 Increase on 2021/22 budget £ -900 (-90.00%)
 Increase on projected year end spend: £ 100

10.3. Notes:

A deep clean of the war memorials are carried out prior to the Remembrance parade as part of a 3-year maintenance contract with Mossfords. Any cost of major repair can be sought from CIL monies therefore a nominal amount of £100 is proposed for each to cover minor repairs not covered under the maintenance contract.

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11. Allotments

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Allotment Lease Costs					1000	22	0.01%	22		-978	-97.80%
Allotment Maintenance	3000	1.33%	1000	0.36%	37	100	0.04%	-900	-90.00%	63	170.27%
Water			250	0.09%	337	350	0.13%	100	40.00%	13	3.86%
Overhead Expenditure	3000	1.33%	1250	0.45%	1374	472	0.18%	-778	-62.24%	-902	-65.65%

11.1. 2021/22:

Budgeted: £ 1,250 (0.45% of total budget)
 Projected year end spend: £ 1,374

11.2. 2022/23:

Proposed Budget: £ **472 (0.18% of total budget)**
 Increase on 2021/22 budget: £ -778 (-62.24%)
 Increase on projected year end spend: £ -902(-65.65%)

11.3. Notes:

Any cost of major repair can be sought from CIL monies therefore a nominal amount of £100 is proposed for each to cover minor repairs not covered under the maintenance contract

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12. Contingency

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Contingency			15000	5.44%	0	15000	5.64%	0	0.00%	0	
Overhead Expenditure	0	0.00%	15000	5.44%	0	15000	5.64%	0	0.00%	0	

12.1. 2021/22:

Budgeted: £ 15,000 (5.44% of total budget)

Projected year end spend: £ 0

12.2. 2022/23:

Proposed Budget: **£ 15,000 (5.64% of total budget)**

Increase on 2021/22 budget £ 0 (-62.24%)

Increase on projected year end spend: £ 15,000

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13. Total Expenditure

Item Description	2020 - 2021		2021 - 2022			Draft Budget 2022 - 2023					
	Budget	% of Total	Budget	% of Total	Proj'ed Year End	Proposed	% of Total	cf 2021/22 Budget		cf 2021/22 Year end	
								Difference	%	Difference	%
Total Expenditure	225605	100%	275845	100.00%	230340	266154	100.00%	-9691	-4.12%	35814	15.55%

13.1. 2021/22:

Budgeted: £ 275,845
 Projected year end spend: £ 230340

13.2. 2022/23:

Proposed Budget: **£ 266,154**
 Increase on 2021/22 budget £ -9691 (-4.12%)
 Increase on projected year end spend: £ 35,814 (15.55%)

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Appendix 3 - Precept

Incremental increase in steps of £2.50 from £64.56 (current rate)									
Estimated balance 31st March 2022 (£)	72,203	72,203	72,203	72,203	72,203	72,203	72,203	72,203	72,203
Proposed expenditure (£)	266,154	266,154	266,154	266,154	266,154	266,154	266,154	£266,154	266,154
Expected other Income (£)	8,060	8,060	8,060	8,060	8,060	8,060	8,060	8,060	8,060
Precept Required for zero balance	258,094	258,094	258,094	258,094	258,094	258,094	258,094	£258,094	258,094
Community Council Tax Base / penny rate	3,224	3,224	3,224	3,224	3,224	3,224	3,224	3,224	3,224
Community Council Tax Band D - Rate	64.56	67.06	69.56	72.06	74.56	77.06	£ 79.56	80.05	82.56
£ increase in precept	-	2.50	5.00	7.50	10.00	12.50	15.00	15.49	18.00
% Increase in precept	0.00%	3.87%	7.74%	11.62%	15.49%	19.36%	23.23%	23.99%	27.88%
Precept Generated	208,154	216,214	£224,275	232,335	240,396	248,456	256,517	258,094	266,189
Projected Balance in the Bank 31 March 2023	22,263	30,323	38,384	46,444	54,505	62,565	70,626	72,203	80,298
Reserves used	49,941	41,880	33,820	25,759	17,699	9,638	£1,578	£ -	-8,095

Table A

	Budgeted	Projected Year End
Community Council Tax Band D - Rate 2020 (£)	64.56	
Community Council Tax Base 2020 (£)	3089	
Precept 2020 (£)	199427	199401
Community Council Tax Base 2021 (£)	3078	
Community Council Tax Band D - Rate 2021 (£)	64.56	
Precept 2021 (£)	198736	198736
Bank Balance 31st March 2021 (£)	91703	
Projected Total INCOME (£)	202466	211695

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Projected Expenditure (£)	275845	231194
Net Income over Expenditure (£)	-73379	-19499
Estimated Balance in the Bank 31 March 2022	18324	72203
Reserves used	73379	19499

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