



# Bishopstoke Parish Council

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**Members of the Parish Council are summoned to attend a meeting on  
Tuesday 9<sup>th</sup> January 2024 at 7.30pm at Bishopstoke Methodist Church, Sedgwick Road.**

## AGENDA

**PUBLIC SESSION – Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chair. Members of the public may not take part in the meeting itself.**

1. Apologies for absence
2. To adopt and sign Minutes of the Parish Council meeting held on 14 November 2023
3. Declarations of Interest and Requests for Dispensations
4. Reports from Committees, Working Groups, Officers and Councillors
5. To receive a report on the provision of youth services within Bishopstoke and determine the appropriate funding levels for 2023-24
6. To decide the youth services budget for 2024-25
7. To approve the expenditure budget for 2024-25
8. To approve funding arrangements for 2024-25, including the precept request
9. To approve amendments to Financial Regulations regarding purchase orders
10. To consider content for the next press release
11. To agree the date, time and place for the next meeting

***D L Wheal***  
***Clerk to Bishopstoke Parish Council***  
***3<sup>rd</sup> January 2024***

**Minutes of a Meeting of the Bishopstoke Parish Council  
held at Bishopstoke Methodist Church  
commencing at 7.30pm on 14 September 2023**

**Present:** Councillor Geoff Harris (Vice Chair)  
Councillor Andrew Daly  
Councillor Mark Kirby  
Councillor Martin Lyon (from para 45.6)  
Councillor Chris McKeone  
Councillor Dermot McKeone  
Councillor Mike Thornton  
Councillor Gin Tidridge  
Councillor Anne Winstanley

**In Attendance:** Mr David Wheal (Clerk to Bishopstoke Parish Council)  
Mrs Sophie Thorogood (RFO to Bishopstoke Parish Council)

**Public Session** 0 members of the public were present.

The Chair welcomed everyone to the meeting.

**FULL\_2324\_M04/**

**42 Apologies for Absence**

42.1 Apologies were noted from Cllrs Hillier-Wheal, A Dean, R Dean, Francis and Moore. Cllr Candy was not present.

**43 To adopt and sign Minutes of the Parish Council meeting held on 12 September 2023**

43.1 The minutes of the above meeting had been included in the document pack for this meeting.

43.2 The Clerk thanked Cllr Winstanley for spotting an error in minute 41.1, referring to the Parish Assembly, and confirmed that the printed copy of the minutes is correct.

43.3 Proposed Cllr Daly, Seconded Cllr Kirby, **RESOLVED** with one abstention that the minutes of the Parish Council meeting held on 12 September 2023 be adopted as a true record.

**Action: Clerk & Chair – to sign and publish the minutes and document pack**

**44 Declarations of Interest and Requests for Dispensations**

44.1 There were no such declarations or requests.

**45 Reports from Committees, Working Groups, Officers and Councillors**

45.1 The resolutions from Council Committees were noted.

45.2 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** with one abstention that the Burial Board fees should remain at their current level for 2024-25.

**Action: Clerk – to publish notice that the fees remain at their current level and update the relevant documents**

45.3 The Clerk briefly went through the memo from the RFO detailing the changes that had to be made to the recommended bank accounts to be opened.

45.4 Proposed Cllr Winstanley, Seconded Cllr Harris, **RESOLVED** unanimously that the Council should:

- Open a savings account with the Co-operative to hold allotment deposits and keep some savings;
- Invest £85,000 in an ethical 1 year bond with the Charity Bank;
- Invest £85,000 in a 35-day access account with Nationwide Building Society and
- Leave any remaining funds with the Borough Council until other options become available.

**Action: Clerk – to inform the RFO of the decision of Council**

45.5 Cllrs Harris and Winstanley had provided written reports in advance of the meeting, which are attached to these minutes. Cllr Tidridge reported that she, along with the Chair, had attended the Remembrance Sunday parade in Eastleigh and that the Chair had laid a wreath on behalf of the Parish Council. Additionally Cllr Tidridge informed the Council that the discussion of the proposed SANG (Suitable Area of Natural Greenspace) at Stoke Park Farm will now take place at the January Bishopstoke, Fair Oak & Horton Heath (BIFOHH) Local Area Committee meeting due to the volume of responses received; the footpath lights on Alan Drayton Way are being fixed and the potential transfer of open space at Sewall Drive is now one step closer. Finally Cllr Tidridge announced that a new Bishopstoke Gardening Club will be meeting at the Bishopstoke Community Association.

*Cllr Lyon arrived at this point.*

45.6 In addition to the written Clerk's report, the Clerk noted that quotes have now been received for adding a new, dipped, basket swing to Blackberry Drive and moving the existing one to Otter Close. Additionally, the Clerk had attended a BIFOHH Team meeting at which it had been suggested that the Parish Council should consider bringing the Memorial Hall project back in house. This will be discussed with the Glebe Meadow working group. Cllr Thornton asked who is responsible for the grass around the play area between Bow Lake Gardens and Judges Gully Close – the Clerk indicated it would be either the develop or the Borough Council, as it has not yet been offered to the Parish. Cllr D McKeone asked if there is any indication when the War Memorial will be installed, and whether bringing the Memorial Hall project back to the Parish would allow us to demolish the Hall more quickly. The Clerk hoped that the War Memorial could be installed within approximately a month of all necessary permissions being received and indicated that the Council is unlikely to be able to demolish the Hall any quicker than the Borough can, but that it may be able to move faster with the remainder of the project.

#### **46 To approve and adopt the audited annual return for the year to 31 March 2023**

46.1 The report from the external auditors stating that they had found no causes for concern and no other matters to report had been included in the document pack. The Clerk thanked the RFO for her hard work throughout the year on the Council's finances.

46.2 Proposed Cllr Winstanley, Seconded Cllr D McKeone, **RESOLVED** unanimously to approve and adopt the audited annual return for the year to 31 March 2023.

**Action: Clerk – to publish the full audit report**

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

**47 To approve delegating authority to the Assets Committee to determine which open spaces and other areas could be included in the Tree and Bee programme**

47.1 Information on the Tree and Bee programme had been included with the supporting papers for this meeting.

47.2 Proposed Cllr Thornton, Seconded Cllr Kirby, **RESOLVED** unanimously to delegate authority to the Assets Committee to determine which open spaces and other areas could be included in the Tree and Bee programme. Cllr Daly expressed concern that the fallen fruit might encourage rats and the Clerk offered to convey those concerns to the project lead.

*Action: Clerk – add discussion of this programme to the Assets Committee agenda and convey concerns to Helen Brown*

**48 To approve the continued membership of and contributions to external bodies**

48.1 Details of the current memberships held were included in the document pack for this meeting.

48.2 Proposed Cllr Harris, Seconded Cllr Lyon, **RESOLVED** unanimously to approve the continued membership of and contributions to the external bodies listed.

*Action: Clerk – to inform the RFO of the Council's decision*

**49 To decide arrangements for travel tokens for 2024-25**

49.1 Details of the programme were included in the document pack for this meeting.

49.2 Proposed Cllr Thornton, Seconded Cllr C McKeone, **RESOLVED** unanimously to raise the base level of tokens to 132 per person and set the budget for 2024-25 to £2,800 for token refunds and £200 for new tokens.

*Action: Clerk – amend paperwork prior to sending renewal letters*

**50 To redesignate the Carnival budget heading as the Events budget**

50.1 Information on the change and procedure for approving events had been included in the document pack for the meeting.

50.2 The Clerk noted that most decisions on new events would be taken by Full Council, but that there may be occasions that the timing does not allow that and in those circumstances the recommendation includes a process for a majority decision of Chair, Vice Chair and Clerk to give permission for the event to proceed.

50.3 Cllr Tidridge requested the new budget be the “Carnival and Events” budget. Cllr Lyon recommended a limit on the funds available for any event decided by Chair, Vice Chair and Clerk rather than Full Council. Cllr Thornton asked for a review after one year and Cllr Tidridge suggested also including events reports within the Clerk’s report.

50.4 Proposed Cllr Lyon, Seconded Cllr Thornton, **RESOLVED** unanimously to amend the recommended fast track process to require a unanimous decision from Chair, Vice Chair and Clerk.

50.5 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously to rename the Carnival budget to the Carnival & Events budget, to require unanimity in the fast track process, to limit “fast track” events to a maximum budget of £1,000, to add an “Events” section to the Clerk’s report and to review the situation in one year.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

## 51 To consider staffing levels and decide upon a recommendation from the People Committee

51.1 Various reports and options had been included in the document pack for this meeting.

51.2 The Clerk briefly described the main points that came out of the People Committee meeting and noted the various options for either funding a new member of staff or cutting services if staffing levels are not increased.

51.3 During discussion Cllrs explored various ways the post could be filled, including both job share and apprenticeships. The Clerk agreed that all options would be discussed by the People Committee.

51.4 Proposed Cllr Lyon, Seconded Cllr D McKeone, **RESOLVED** with 8 in favour and 1 against to increase staffing by 20 hours per week, with the new post intended to start on 1<sup>st</sup> April 2024, and with all remaining details of the final job description, information pack and adverts to be agreed by the People Committee.

**Action: Clerk – prepare the information pack for the job and take it to the People Committee for amending and agreeing**

## 52 To consider the 2024-25 budget, and funding for play areas, the Memorial Hall and the Glebe Meadow Project

52.1 Reports detailing the need for and proposed levels of funding for both play areas and the Glebe Meadow project were included in the document pack for this meeting.

52.2 The Clerk noted that in addition to the normal budgeted spend on play area maintenance and repair (currently set to be £15,000 next year), the Council had either spent or allocated over £240,000 of developer contribution funding over the past 6 years. This has provided a full renewal of Sayers Road play area, a major refurbishment at Blackberry Drive, a complete remodelling of the frontage at Stoke Common play area, various repairs at Templecombe Road, a new timber trail at Otter Close and will provide a new wheels park at Glebe Meadow. The Council is unlikely to receive significant developer contribution funding over the next ten years due to the lack of large developments in Bishopstoke. Accordingly, in order to undertake refurbishments of play areas, or replacements of larger kit, a fund is needed in addition to standard annual planned maintenance spend.

52.3 Cllrs agreed that such a fund was necessary. Concerns were raised that perhaps the recommended figure would not be sufficient. The Clerk noted that the figure can be adjusted each year at budget time. Cllr Tidridge asked whether the Council was bound to accept the play area at Bow Lake Gardens when it is offered for transfer and the Clerk replied that it is not. Cllr Lyon suggested that an analysis be done of the current replacement cost for each play area as well as their expected lifespan, with those figures being used to determine future investment in the fund.

52.4 Proposed Cllr Lyon, Seconded Cllr Thornton, **RESOLVED** unanimously that the Council believes a fund is needed to allow refurbishment and enhancement of its play areas, as well as replacement of larger pieces of play equipment, and that £20,000 should be set aside for the fund in the year 2024-25.

**Action: Clerk – inform the RFO of the Council's decision and to add the cost analysis of play areas to the Asset Committee workload**

52.5 Information on the various options for funding the Memorial Hall and Glebe Meadow had been included in the document pack for this meeting. The Clerk noted that the planned job changes accompanying a new member of staff would allow the RFO to look for grants and other funding that may be available for the project.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

52.6 The Clerk indicated that the loan repayments outlined in the document pack represent a worst case scenario. The recommended option of raising the precept over three years to fully finance any loan repayment is partly to mitigate against the large increase in precept doing it in one year would cause and partly to give time for the exact amount of loan required to be determined.

52.7 Cllr Tidridge asked whether expected income from the Hall could be used to offset the loan repayments and the Clerk indicated that it could. Cllr Lyon indicated that a quantity surveyor would be able to provide not only accurate costings for the new building but also a good estimate for both maintenance costs and income from the building going forward and he recommended the Council employ one as a priority. Cllr Thornton noted that the previous Hall had been paid for via public subscription and it may be possible to raise funds in a similar way. Cllr Lyon also offered to give a presentation to the relevant Committee / Working Group on what to expect from a quantity surveyor and what a cost plan looks like.

**Action: Clerk – to liaise with Cllr Lyon to arrange the presentation**

52.8 Proposed Cllr Lyon, Seconded Cllr Kirby, **RESOLVED** unanimously to add £30,000 to the Glebe Meadow reserve in the financial year 2024-25 and make employing a quantity surveyor a priority.

**Action: Clerk – to inform the RFO of the funding decision and add employing a quantity surveyor to the Glebe Meadow working group discussions**

52.9 Proposed Cllr Harris, Seconded Cllr Winstanley, **RESOLVED** unanimously to fund the employment of a project manager for the project (when necessary) from the Glebe Meadow fund and not through general Parish Council expenditure.

**Action: Clerk – to inform the RFO of the decision**

### **53 To consider content for the next press release**

53.1 The Council agreed that the next press release would include Armistice Day (including an update on the wreaths and the delay installing the war memorial); the staff vacancy; the concluded audit; the bee and tree corridor; the increase in travel tokens and the short waiting list at Underwood Road allotments.

**Action: Clerk – to draft the press release and circulate it to the Communications Group for approval**

### **54 To agree the date, time and place for the next meetings**

54.1 The next meeting will take place on Tuesday January 9<sup>th</sup> 2024. It will take place at 7:30pm at the Bishopstoke Methodist Church. The Clerk requested any agenda items and supporting papers be with him by January 2<sup>nd</sup> 2024.

54.2 Cllrs C McKeone and D McKeone gave their apologies for the January meeting.

*There being no further business, the Chair closed the meeting at 9:25pm.*

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Full Council – 9<sup>th</sup> January 2024 Recommendations and Resolutions

### Committee Resolutions – to note

#### Assets

##### 28<sup>th</sup> November – ASSETS\_2324\_M03

- Item 19.2 That the minutes of the Assets Committee meeting held on 25 July be adopted as a true record.
- Item 22.3 That the Committee shelve plans to charge for water at allotments.
- Item 23.7 That the changes to the CIP list be approved (see additional sheet).

#### Finance

##### 12<sup>th</sup> December – FIN\_2324\_M04

- Item 29.2 That the minutes of the Finance Committee meeting held on 10 October be adopted as a true record.
- Item 31.3 That the Council approve the reports on Council finances.

#### Planning

##### 14<sup>th</sup> November – Meeting cancelled

##### 28<sup>th</sup> November – PLAN\_2324\_M10

- Item 74.2 That the minutes of the Planning Committee meeting held on 24 October be adopted as a true record.
- Item 76.3 That the responses of the Planning Committee be submitted to the planning authority.
- Item 79.1 Confidential business.

##### 12<sup>th</sup> December – Meeting cancelled

#### People

##### No meetings

## **Committee Recommendations – to vote upon**

### **Assets**

**28<sup>th</sup> November – ASSETS\_2324\_M03**

No recommendations

### **Finance**

**12<sup>th</sup> December – FIN\_2324\_M04**

All recommendations are on the main agenda

### **Planning**

**14<sup>th</sup> November – Meeting cancelled**

No recommendations

**28<sup>th</sup> November – PLAN\_2324\_M10**

No recommendations

**12<sup>th</sup> December – Meeting cancelled**

No recommendations

### **People**

**No meetings**



## Full Council - Clerk's report 24<sup>th</sup> January 2024

### Clerk's Report

#### Actions from previous meetings

**FULL\_2223\_M01/Item 11.2** Regarding training on the audit process and financial reports  
The RFO will be arranging this training.

**FULL\_2223\_M03/Item 39.2** Regarding D-Day 80  
Guide now published on Councillor Access part of Bishopstoke Parish Council website.

**FULL\_2324\_M04/Item 43.3** Regarding the minutes  
The minutes were published on the Council website.

**FULL\_2324\_M04/Item 45.2** Regarding interment fees  
Details on the unchanged fees have been published on the Council website..

**FULL\_2324\_M04/Item 45.4** Regarding Council banking arrangements  
The agreed changes were confirmed to the RFO.

**FULL\_2324\_M04/Item 46.2** Regarding the audit of Council finances  
The audit conclusion was published on the Council website.

**FULL\_2324\_M04/Item 47.2** Regarding the proposals for extending the tree and bee corridor  
The item was added to the November Assets Committee agenda and Helen Brown was informed of the Council's concerns.

**FULL\_2324\_M04/Item 48.2** Regarding continued membership of external bodies  
The RFO has been informed of the Council's decision to continue membership of the recommended list of external bodies.

**FULL\_2324\_M04/Item 49.2** Regarding travel tokens  
The paperwork has been updated to reflect the new level of tokens prior to being sent out in February.

**FULL\_2324\_M04/Item 50** Regarding Carnival and Events  
The full procedure has been published on the Councillor Access part of the website.

**FULL\_2324\_M04/Item 51.4** Regarding staffing  
The job specification and other details will be ready before the Full Council meeting in January, with adverts following shortly after.

**FULL\_2324\_M04/Item 52.4** Regarding play area funding  
The decision of the Council was passed on to the RFO. When the play area cost analysis is ready it will be brought to the Assets Committee.

**FULL\_2324\_M04/Item 52.7** Regarding the possible use of a Quantity Surveyor  
Cllr Lyon has been contacted and we are discussing how, when and where a presentation on the use and value of Quantity Surveyors might take place.

**FULL\_2324\_M04/Item 52.8** Regarding Memorial Hall funding  
The funding decision has been passed on to the RFO.

**FULL\_2324\_M04/Item 52.9** Regarding a project manager for the Glebe Meadow project  
The decision on how to fund a project manager has been passed on to the RFO..

**FULL\_2324\_M04/Item 53.1** Regarding the media release  
This was delayed until after the New Year but has now been published.

## **Communications Report**

There is no new information on Communications.

## **Carnival Report**

The first Carnival meeting of the New Year is being arranged and will hopefully see several new faces taking part.

## **Memorial Hall**

There is no new information on Glebe Meadow and the Memorial Hall

## **Other Items**

**Asset Transfers** – Nothing new to report.

**Allotments** – Nothing new to report

**Office** – Nothing new to report.

**Burial Matters** – There were three new ashes interments and one full burial in November, with one new interment in December and three interments booked so far for January. The total for the year so far is 27.

**Play Areas** – Nothing new to report.

**Open Spaces** – Nothing new to report.

**Cemetery Gates** – The Cemetery Gates were installed before Christmas and look fantastic.

## Full Council – January 9<sup>th</sup> 2024

### Item 5 – Youth services and Y Zone

#### **History**

For a number of years Bishopstoke Parish Council has, along with Fair Oak & Horton Heath Parish Council and Eastleigh Borough Council, funded the youth services provided at the Y Zone, and the building itself.

The contract was renewed in 2018 for five years at an initial value of £18,000 per year, however the low level of funds from additional hiring of the building led to the annual request increasing to £25,000 per year.

In 2020 the Borough Council undertook an assessment of how youth services in the Bishopstoke, Fair Oak & Horton Heath area are provided and this led to services no longer being provided by the Borough Council staff and instead the contract to provide services was given to Youth Options, who were already responsible for a number of other youth services across Eastleigh.

The contract between the three Councils ended in January 2022 and a new one has not been agreed.

Bishopstoke Parish Council agreed to pay £25,000 in the year April 2022 to March 2023 without a contract in place.

## Current

The Borough Council has not yet presented its request for £25,000 for the year 2023-24, but is intending to do so shortly.

The costs associated with this figure can be split into two sections – an amount to cover the contract with Youth Options and an amount to cover necessary maintenance costs and other associated costs for the Y Zone building itself.

An analysis of the information available to the Clerk indicates that Bishopstoke Parish Council's proportion of the Youth Options contract amounts to approximately £8,000 per year.

The current costs for maintaining, repairing, heating and cleaning the Y Zone building have been requested, but not provided. The last year for which costs are currently available shows that, excluding staff, the building cost £30,000 to run in 2018-19, down from £32,000 the previous year. Applying inflation since 2018-19 suggests the current cost to be an estimated £36,000.

Given the funding of the building was to be met equally by the three parties that suggests that the costs to Bishopstoke Parish Council for running the building should be around £12,000.

As yet the Clerk has seen no further evidence that would contradict the assessment that in honouring the spirit of the original contract it would be appropriate for Bishopstoke Parish Council to contribute £20,000 for the year 2023-24. The remaining £5,000 in the budget for youth services could be held until such time as updated figures are provided to justify the funds being used, or at the end of the financial year the Council could opt to either add them to an earmarked reserve or release the money back into general reserves.

It should be noted that although the Y Zone building is clearly being used for its original intended purpose and Youth Options are clearly providing services within Bishopstoke and for Bishopstoke, there is no current agreement in place obliging Bishopstoke Parish Council to fund them.

**Recommendation: That the Council approve using up to £20,000 of the youth services budget to fund Youth Options and Y Zone work in Bishopstoke for 2023-24.**

**Recommendation: That £5,000 from the youth services budget be held pending further information from Eastleigh Borough Council justifying its use.**

## **Future**

Eastleigh Borough Council is committed to providing youth services via Youth Options and the Y Zone and through outreach in Bishopstoke which will clearly benefit residents in Bishopstoke.

However, without an agreement or contract in place the question of whether Bishopstoke Parish Council funds these services and how much funding to provide will return each year.

The Borough Council has also committed to attempting to increase the funds garnered through the hiring of the building to other groups. It is hope that such an increase would replace at least some of the funding requested from the two Parish Councils.

**Recommendation: That the Council keep the youth services budget of £25,000 for the year 2024-25.**

**Recommendation: That the Council again request a new agreement be drawn up between Eastleigh Borough Council, Fair Oak & Horton Heath Parish Council and Bishopstoke Parish Council, specifying what the funding is for, how much it is expected to be, and how it can be amended in future as a result of either costs or income changing.**

## REPORT TO BISHOPSTOKE PARISH COUNCIL (Finance Committee)

12<sup>th</sup> December 2023  
Item 7

**Report Subject: To review the arrangement for purchase orders**

Currently, the Council requires purchase orders to be raised for any items of expenditure that exceed £1,000.

However, it is felt that it would be a better procedure for purchase orders to be raised for any items of expenditure that exceed £1,000 and any item of capital expenditure, no matter the value.

**Recommendation:**

To approve changing the procedure that a purchase order should be raised for any items of expenditure exceeding £1,000 and for any item of capital expenditure.

Sophie Thorogood  
RFO to Bishopstoke Parish Council  
6<sup>th</sup> December 2023

## Bishopstoke Parish Council - Full Council 9th January 2024

## 4th draft budget 2024/25

<b>SUMMARY</b>	<b>2022/23 Actual</b>	<b>2023/24 Budget</b>	<b>2023/24 TOTAL (Actual + Forecast)</b>	<b>2024/25 Budget</b>
Total Admin	£285,939.55	£333,919.73	£340,985.11	£337,543.20
Total Community	£0.00	£3,500.00	£0.00	£2,000.00
Total Play Area & Open Space	£0.00	£0.00	£0.00	£0.00
Total Burial Ground	£16,990.00	£20,300.00	£20,300.00	£20,300.00
Total Allotments	£6,033.93	£5,600.00	£5,600.00	£6,250.00
<b>Sub total income</b>	<b>£308,963.48</b>	<b>£363,319.73</b>	<b>£366,885.11</b>	<b>£366,093.20</b>
<b>Earmarked Project Income</b>	<b>£12,831.50</b>	<b>£0.00</b>	<b>£10,000.00</b>	<b>£70,000.00</b>
<b>TOTAL INCOME</b>	<b>£321,794.98</b>	<b>£363,319.73</b>	<b>£376,885.11</b>	<b>£436,093.20</b>
Total Admin	£122,983.05	£137,107.00	£126,808.46	£156,598.00
Total Council	£13,747.37	£20,850.00	£16,812.63	£18,550.00
Total Buildings	£4,649.76	£4,288.31	£4,175.10	£3,820.99
Total Communications	£9,278.27	£6,450.00	£6,150.00	£7,070.00
Total Community	£11,265.50	£44,400.00	£36,150.22	£47,400.00
Total Street Furniture	£10,748.56	£8,500.00	£8,064.00	£8,200.00
Total Play Area & Open Space	£62,355.49	£80,009.74	£74,243.24	£84,372.97
Total Burial Ground	£33,784.19	£39,775.15	£41,313.93	£39,307.17
Total Allotments	£10,710.89	£18,689.91	£18,651.96	£18,664.20
<b>Sub total General Expenditure</b>	<b>£279,523.08</b>	<b>£360,070.11</b>	<b>£332,369.54</b>	<b>£383,983.32</b>
<b>Earmarked/Project Expenditure</b>				
Earmarked/Project Admin			£0.00	£0.00
Earmarked/Project Council			£0.00	£7,855.62
Earmarked/Project Buildings			£0.00	£0.00
Earmarked/Project Communications			£0.00	£3,100.00
Earmarked/Project Community			£36,429.33	£0.00
Earmarked/Project Street Furniture			£0.00	£1,208.77
Earmarked/Project Play Area & Open Space			£7,813.28	£70,000.00
Earmarked/Project Burial Ground			£11,741.90	£14,802.97
Earmarked/Project Allotments			£7,878.10	£0.00
<b>Earmarked/Project Expenditure</b>	<b>£83,471.58</b>	<b>£ -</b>	<b>£ 63,862.61</b>	<b>£ 96,967.36</b>
<b>TOTAL EXPENDITURE</b>	<b>£362,994.66</b>	<b>£360,070.11</b>	<b>£396,232.15</b>	<b>£480,950.68</b>

Bishopstoke Parish Council - Full Council 9th January 2024  
4th draft budget 2024/25

**INCOME**

		<b>2022/23</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/25</b>
		<b>Actual</b>	<b>Budget</b>	<b>TOTAL (Actual</b>	<b>Budget</b>
				<b>+ Forecast)</b>	
<b>Admin</b>					
100	Precept	£281,270.55	£332,919.73	£332,919.73	£334,543.20
110	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
120	Interest Receivable	£4,569.00	£1,000.00	£7,875.38	£3,000.00
130	Grants	£0.00	£0.00	£0.00	£0.00
140	General	£100.00	£0.00	£190.00	£0.00
160	Insurance Claim	£0.00	£0.00	£0.00	£0.00
<b>Total Admin</b>		<b>£285,939.55</b>	<b>£333,919.73</b>	<b>£340,985.11</b>	<b>£337,543.20</b>
<b>Community</b>					
500	Carnival and Events	£0.00	£3,500.00	£0.00	£2,000.00
<b>Total Community</b>		<b>£0.00</b>	<b>£3,500.00</b>	<b>£0.00</b>	<b>£2,000.00</b>
<b>Burial Ground</b>					
800	Interment				
	800/41 Bishopstoke Cemetery	£7,975.00	£12,500.00	£12,500.00	£12,500.00
	800/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
800	Interment Total	£7,975.00	£12,500.00	£12,500.00	£12,500.00
810	Burial Grant Purchase				
	810/41 Bishopstoke Cemetery	£5,820.00	£5,000.00	£5,000.00	£5,000.00
	810/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
810	Burial Grant Purchase Total	£5,820.00	£5,000.00	£5,000.00	£5,000.00
820	Grant Transfer				
	820/41 Bishopstoke Cemetery	£340.00	£300.00	£300.00	£300.00
	820/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
820	Grant Transfer Total	£340.00	£300.00	£300.00	£300.00
830	Memorials				
	830/41 Bishopstoke Cemetery	£2,855.00	£2,500.00	£2,500.00	£2,500.00
	830/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
830	Memorials Total	£2,855.00	£2,500.00	£2,500.00	£2,500.00
840	Donations / Recovered Costs				
	840/41 Bishopstoke Cemetery	£90.00	£0.00	£0.00	£0.00
	840/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
840	Donations / Recovered Costs Total	£90.00	£0.00	£0.00	£0.00
850	Child Funeral Fund				
	850/41 Bishopstoke Cemetery	£0.00	£0.00	£0.00	£0.00
	850/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
850	Child Funeral Fund Total	£0.00	£0.00	£0.00	£0.00
860	General	£0.00	£0.00	£0.00	£0.00
<b>Total Burial Ground</b>		<b>£16,990.00</b>	<b>£20,300.00</b>	<b>£20,300.00</b>	<b>£20,300.00</b>
<b>Allotments</b>					
900	Rent				
	900/37 Underwood Road	£4,836.76	£4,500.00	£4,500.00	£5,000.00
	900/38 Jockey Lane	£1,197.17	£1,100.00	£1,100.00	£1,250.00
	900/39 Sewall Drive	£0.00	£0.00	£0.00	£0.00
	900/40 Bow Lake Gardens	£0.00	£0.00	£0.00	£0.00
900	Rent Total	£6,033.93	£5,600.00	£5,600.00	£6,250.00
910	Deposits			£12,300.00	
	910/37 Underwood Road	£0.00	£0.00	£24,600.00	£0.00
	910/38 Jockey Lane	£0.00	£0.00	£49,200.00	£0.00



## Bishopstoke Parish Council - Full Council 9th January 2024

## 4th draft budget 2024/25

		<b>2022/23</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/25</b>
		<b>Actual</b>	<b>Budget</b>	<b>TOTAL (Actual</b>	<b>Budget</b>
				<b>+ Forecast)</b>	
	910/39 Sewall Drive	£0.00	£0.00	£92,800.00	£0.00
	910/40 Bow Lake Gardens	£0.00	£0.00	£178,900.00	£0.00
910	Deposits Total	£0.00	£0.00	£0.00	£0.00
920	General	£0.00	£0.00	£0.00	£0.00
<b>Total</b>	<b>Allotments</b>	<b>£6,033.93</b>	<b>£5,600.00</b>	<b>£5,600.00</b>	<b>£6,250.00</b>
<b>Sub Total General Income</b>		<b>£308,963.48</b>	<b>£363,319.73</b>	<b>£366,885.11</b>	<b>£366,093.20</b>
<b>Earmarked/Project Income</b>					
	700 Play area grants	£12,831.50			£70,000.00
	899 Burial Ground boardwalk			£2,121.90	
	999 Allotment improvement grant			£7,878.10	
<b>Sub Total Earmarked/Project Income</b>		<b>£12,831.50</b>	<b>£0.00</b>	<b>£10,000.00</b>	<b>£70,000.00</b>
<b>TOTAL OVERALL INCOME</b>		<b>£321,794.98</b>	<b>£363,319.73</b>	<b>£376,885.11</b>	<b>£436,093.20</b>

Bishopstoke Parish Council - Full Council 9th January 2024  
4th draft budget 2024/25

**EXPENDITURE**

		<b>2022/23</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/25</b>
		<b>Actual</b>	<b>Budget</b>	<b>TOTAL</b>	<b>Budget</b>
				<b>(Actual +</b>	
				<b>Forecast)</b>	
1000	Salaries Total	£91,247.61	£97,000.00	£92,102.07	£113,500.00
1001	NI Total	£7,640.30	£10,100.00	£8,659.20	£10,700.00
1002	Pensions Total	£19,527.04	£25,000.00	£21,635.44	£25,000.00
1003	Staff Expenses Total	£2,277.61	£2,607.00	£2,071.18	£2,998.00
1100	Staff Training Total	£935.25	£650.00	£895.00	£1,900.00
1200	Seminars / Conferences	£0.00	£0.00	£0.00	£0.00
1300	Recruitment	£0.00	£0.00	£0.00	£0.00
1400	Office Consumables	£791.04	£1,000.00	£1,000.00	£1,000.00
1500	Printer Ink / Printing	£564.20	£750.00	£445.57	£1,500.00
<b>Total Admin</b>		<b>£122,983.05</b>	<b>£137,107.00</b>	<b>£126,808.46</b>	<b>£156,598.00</b>
<b>Council</b>					
2000	Audit	£1,690.00	£1,700.00	£1,700.00	£1,800.00
2100	Insurance	£2,600.93	£2,750.00	£2,750.00	£2,850.00
2200	Professional Memberships	£2,339.67	£2,500.00	£2,500.00	£2,500.00
2201	Legal/Consultancy Costs	£660.00	£500.00	£971.00	£500.00
2300	Room Hire	£1,687.00	£2,000.00	£2,000.00	£2,000.00
2301	Office conversion & storage costs	£0.00	£5,000.00	£2,541.63	£2,500.00
2400	Reference Materials	£164.99	£200.00	£200.00	£200.00
2500	Councillor Elections	£644.38	£2,000.00	£0.00	£0.00
2501	Councillor Training	£460.00	£500.00	£500.00	£2,500.00
2502	Chair's Expenses	£20.00	£150.00	£100.00	£150.00
2503	Councillor's Expenses	£0.00	£50.00	£50.00	£50.00
2600	IT Software / Subscriptions	£3,480.40	£3,500.00	£3,500.00	£3,500.00
<b>Total Council</b>		<b>£13,747.37</b>	<b>£20,850.00</b>	<b>£16,812.63</b>	<b>£18,550.00</b>
<b>Buildings</b>					
3000	Grounds Contract				
3000/10	Parish Office	£0.00	£0.00	£0.00	£0.00
3000/11	Shears Mill	£943.92	£1,038.31	£981.72	£1,020.99
3000	Grounds Contract Total	£943.92	£1,038.31	£981.72	£1,020.99
3100	Additional Grounds Maintenance				
3100/10	Parish Office	£0.00	£400.00	£200.00	£0.00
3100/11	Shears Mill	£0.00	£250.00	£337.00	£250.00
3100	Additional Grounds Maintenance Total	£0.00	£650.00	£537.00	£250.00
3200	Furnishings	£266.60	£0.00	£0.00	£0.00
3300	Cleaning				
3300/10	Parish Office	£180.00	£150.00	£45.00	£0.00
3300/11	Shears Mill	£240.00	£300.00	£60.00	£300.00
3300	Cleaning Total	£420.00	£450.00	£105.00	£300.00
3400	IT equipment Purchase	£1,045.66	£1,000.00	£1,000.00	£1,250.00
3401	IT Equipment Maintenance	£75.00	£200.00	£0.00	£200.00
3500	Maintenance				
3500/10	Parish Office	£49.00	£50.00	£0.00	£0.00
3500/11	Shears Mill	£660.50	£500.00	£242.50	£500.00
3500	Maintenance Total	£709.50	£550.00	£242.50	£500.00
3800	Trees				
3800/11	Shears Mill	£0.00	£0.00	£540.00	£0.00
3800	Trees Total	£0.00	£0.00	£540.00	£0.00
3900	Utilities - Electricity				
3900/10	Parish Office	£1,000.16	£100.00	£604.18	£0.00
3900/11	Shears Mill	£188.92	£300.00	£164.70	£300.00
3900	Utilities - Electricity Total	£1,189.08	£400.00	£768.88	£300.00
<b>Total Buildings</b>		<b>£4,649.76</b>	<b>£4,288.31</b>	<b>£4,175.10</b>	<b>£3,820.99</b>

Bishopstoke Parish Council - Full Council 9th January 2024  
4th draft budget 2024/25

		2022/23 Actual	2023/24 Budget	2023/24 TOTAL (Actual + Forecast)	2024/25 Budget
<b>Communications</b>					
4000	Email	£1,440.61	£1,400.00	£1,400.00	£1,400.00
4100	Websites	£114.00	£250.00	£250.00	£250.00
4200	Office Landline	£190.17	£0.00	£0.00	£0.00
4300	Office Broadband	£182.03		£0.00	£420.00
4400	Newsletter Printing	£4,289.00	£4,500.00	£4,500.00	£5,000.00
4500	Noticeboard Purchase	£2,742.46	£0.00	£0.00	£0.00
4501	Noticeboards Installation	£320.00	£300.00	£0.00	£0.00
4502	Parish maps noticeboards project	£0.00	£0.00	£0.00	£0.00
<b>Total Communications</b>		<b>£9,278.27</b>	<b>£6,450.00</b>	<b>£6,150.00</b>	<b>£7,070.00</b>
<b>Community</b>					
5000	Grants - General (GPC)	£11,076.21	£5,500.00	£5,500.00	£5,500.00
5001	Grants - Street Pastors	£0.00	£700.00	£700.00	£700.00
5002	Grants - Carnival		£0.00	£0.00	£0.00
5003	Grants - Community Buildings	£0.00	£0.00	£540.00	£0.00
5300	Youth Provision	£0.00	£25,000.00	£25,000.00	£25,000.00
5400	Travel Token Repayments	£1,635.00	£3,800.00	£2,800.00	£2,800.00
5401	Travel Token New	£201.60	£200.00	£0.00	£200.00
5500	Neighbourhood Plan Consultants	£3,570.00	£1,000.00	£1,000.00	£5,000.00
5501	Neighbourhood Plan Publicity	£0.00	£200.00	£200.00	£200.00
5502	Neighbourhood Plan General	£0.00	£0.00	£0.00	£0.00
5600	Carnival & Events	£1,782.69	£8,000.00	£410.22	£8,000.00
<b>Total Community</b>		<b>£18,265.50</b>	<b>£44,400.00</b>	<b>£36,150.22</b>	<b>£47,400.00</b>
<b>Street Furniture</b>					
6000	Bus Shelters Purchase	£0.00	£0.00	£0.00	£0.00
6002	Bus Shelter Maintenance	£840.50	£1,000.00	£500.00	£3,000.00
6003	Bus Shelter Cleaning	£0.00	£1,000.00	£1,064.00	£1,000.00
	6100 Benches Purchase	£0.00		£0.00	
	6100/44 Old St Mary's	£0.00	£0.00	£0.00	£0.00
	6100/45 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	6100/99 Other Locations	£4,227.14	£0.00	£0.00	£0.00
6100	Benches Purchase Total	£4,227.14	£0.00	£0.00	£0.00
6200	Bins Purchase	£371.95	£3,000.00	£3,000.00	£500.00
6203	Bins Emptying	£1,500.20	£3,500.00	£3,500.00	£3,500.00
6300	Clocks Purchase	£0.00	£0.00	£0.00	£0.00
6302	Clocks Maintenance	£0.00	£0.00	£0.00	£200.00
6600	Defibrillators Purchase	£7,000.00	£0.00	£0.00	£0.00
<b>Total Street Furniture</b>		<b>£13,939.79</b>	<b>£8,500.00</b>	<b>£8,064.00</b>	<b>£8,200.00</b>

Bishopstoke Parish Council - Full Council 9th January 2024  
4th draft budget 2024/25

		2022/23 Actual	2023/24 Budget	2023/24 TOTAL (Actual + Forecast)	2024/25 Budget
<b>Play Area &amp; Open Space</b>					
7000	Grounds Contract				
	7000/30 Glebe Meadow				
	7000/30/21 Play Area	£0.00		£0.00	
	7000/30/22 Open Space	£11,649.96	£12,814.96	£12,116.04	£12,600.68
	7000/30/23 Skate Park	£0.00		£0.00	
	7000/30 Glebe Meadow Total	£11,649.96	£12,814.96	£12,116.04	£12,600.68
	7000/31 Church Road				
	7000/31/21 Play Area	£4,667.04	£5,133.7400	£4,853.76	£5,047.91
	7000/31 Church Road Total	£4,667.04	£5,133.74	£4,853.76	£5,047.91
	7000/32 Sayers Road				
	7000/32/21 Play Area	£6,575.04	£7,100.5400	£6,713.16	£6,981.69
	7000/32 Sayers Road Total	£6,575.04	£7,100.54	£6,713.16	£6,981.69
	7000/33 Otter Close				
	7000/33/21 Play Area	£6,508.65	£4,737.7400	£4,479.36	£4,658.53
	7000/33/22 Open Space	£3,442.56	£3,786.8200	£3,580.20	£3,723.41
	7000/33 Otter Close Total	£9,951.21	£8,524.56	£8,059.56	£8,381.94
	7000/34 Templecombe Road				
	7000/34/21 Play Area	£3,177.00	£3,494.7000	£3,304.08	£3,436.24
	7000/34/22 Open Space	£1,215.00	£1,336.5000	£1,263.60	£1,314.14
	7000/34 Templecombe Road Total	£4,392.00	£4,831.20	£4,567.68	£4,750.39
	7000/35 Brookfield				
	7000/35/21 Play Area	£0.00		£0.00	
	7000/35/22 Open Space	£13,277.04	£14,604.7400	£13,808.04	£14,360.36
	7000/35 Brookfield Total	£13,277.04	£14,604.74	£13,808.04	£14,360.36
	7000/80 Bus Shelter Bins	£0.00		£0.00	
<b>7000</b>	<b>Total Grounds Contract</b>	<b>£50,512.29</b>	<b>£53,009.74</b>	<b>£50,118.24</b>	<b>£52,122.97</b>
7100	Additional Grounds Maintenance				
	7100/30 Glebe Meadow				
	7100/30/22 Open Space	£20.00	£800.00	£800.00	£800.00
	7100/30/23 Skate Park	£0.00	£200.00	£200.00	£200.00
	7100/30 Glebe Meadow Total	£20.00	£1,000.00	£1,000.00	£1,000.00
	7100/31 Church Road				
	7100/31/21 Play Area	£0.00	£200.00	£200.00	£200.00
	7100/31 Church Road Total	£0.00	£200.00	£200.00	£200.00
	7100/32 Sayers Road				
	7100/32/21 Play Area	£0.00	£200.00	£200.00	£200.00
	7100/32 Sayers Road Total	£0.00	£200.00	£200.00	£200.00
	7100/33 Otter Close				
	7100/33/22 Open Space	£0.00	£200.00	£200.00	£200.00
	7100/33 Otter Close Total	£0.00	£200.00	£200.00	£200.00
	7100/34 Templecombe Road				
	7100/34/21 Play Area	£0.00	£200.00	£200.00	£200.00
	7100/34 Templecombe Road Total	£0.00	£200.00	£200.00	£200.00
	7100/36 Brookfield				
	7100/36/22 Open Space	£120.00	£1,200.00	£1,200.00	£1,200.00
	7100/36 Brookfield Total	£120.00	£1,200.00	£1,200.00	£1,200.00
<b>7100</b>	<b>Additional Grounds Maintenance Total</b>	<b>£140.00</b>	<b>£3,000.00</b>	<b>£3,000.00</b>	<b>£3,000.00</b>

Bishopstoke Parish Council - Full Council 9th January 2024  
4th draft budget 2024/25

		<b>2022/23 Actual</b>	<b>2023/24 Budget</b>	<b>2023/24 TOTAL (Actual + Forecast)</b>	<b>2024/25 Budget</b>
7300	Play Equipment Purchase				
	7300/30 Glebe Meadow Total	£0.00	£0.00	£0.00	£0.00
	7300/31 Church Road Total	£9,202.60	£0.00	£0.00	£0.00
	7300/32 Sayers Road Total	£0.00	£0.00	£0.00	£0.00
	7300/33 Otter Close Total	£1,282.50	£0.00	£0.00	£0.00
	7300/34 Templecombe Road Total	£0.00	£0.00	£0.00	£0.00
	7300/35 Brookfield Total	£36,173.51	£0.00	£0.00	£0.00
	7300/36 Judges Gully Copse Total	£0.00	£0.00	£0.00	£0.00
<b>7300</b>	<b>Total Equipment Purchase</b>	<b>£46,658.61</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£5,000.00</b>
7301	Equipment Maintenance				
	7301/30 Glebe Meadow				
	7301/30/21 Play Area	£442.66	£2,000.00	£1,500.00	£0.00
	7301/30/22 Open Space	£0.00	£0.00	£0.00	£0.00
	7301/30/23 Skate Park	£1,995.00	£0.00	£0.00	£0.00
	7301/30 Glebe Meadow Total	£2,437.66	£2,000.00	£1,500.00	£0.00
	7301/31 Church Road				
	7301/31/21 Play Area	£1,389.24	£1,500.00	£1,250.00	£0.00
	7301/31 Church Road Total	£1,389.24	£1,500.00	£1,250.00	£0.00
	7301/32 Sayers Road				
	7301/32/21 Play Area	£392.00	£2,000.00	£1,500.00	£0.00
	7301/32 Sayers Road Total	£392.00	£2,000.00	£1,500.00	£0.00
	7301/33 Otter Close				
	7301/33/21 Play Area	£736.79	£1,500.00	£1,250.00	£0.00
	7301/33 Otter Close Total	£736.79	£1,500.00	£1,250.00	£0.00
	7301/34 Templecombe Road				
	7301/34/21 Play Area	£3,257.20	£1,500.00	£1,250.00	£0.00
	7301/34 Templecombe Road Total	£3,257.20	£1,500.00	£1,250.00	£0.00
	7301/36 Brookfield				
	7301/36/21 Play Area	£18,890.00	£1,500.00	£1,000.00	£0.00
	7301/36/24 MUGA	£0.00	£500.00	£250.00	£0.00
	7301/36 Total Brookfield	£18,890.00	£2,000.00	£1,250.00	£0.00
<b>7301</b>	<b>Play Area Maintenance Total</b>	<b>£27,102.89</b>	<b>£10,500.00</b>	<b>£8,000.00</b>	<b>£10,500.00</b>
7302	Play Area Inspections	£1,984.35	£2,500.00	£2,500.00	£2,750.00
7399	Play Area & Open Space Other	£175.00	£0.00	£0.00	£0.00
7400/30	Glebe Meadow	£0.00	£0.00	£0.00	£0.00
7400/30/22	Open Space	£0.00		£0.00	
	7400/35 Brookfield				
	7400/35/22 Open Space	£325.00	£0.00	£0.00	£0.00
7400	Works and Improvements Total	£325.00	£0.00	£0.00	£0.00
7800	Trees				
	7800/30 Glebe Meadow				
	7800/30/21 Play Area	£0.00		£1,945.00	
	7800/30/22 Open Space	£0.00	£1,500.00	£0.00	£1,500.00
	7800/31 Church Road				
	7800/31/21 Play Area	£0.00	£1,000.00	£1,000.00	£1,000.00
	7800/32 Sayers Road				
	7800/32/21 Play Area	£0.00	£1,000.00	£1,000.00	£1,000.00
	7800/33 Otter Close				
	7800/33/21 Play Area	£360.00	£0.00	£360.00	£0.00
	7800/33/22 Open Space	£0.00	£1,500.00	£1,120.00	£1,500.00

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	<b>2022/23 Actual</b>	<b>2023/24 Budget</b>	<b>2023/24 TOTAL (Actual + Forecast)</b>	<b>2024/25 Budget</b>
7800/34 Templecombe Road 7800/34/22 Open Space	£0.00	£1,000.00	£1,000.00	£1,000.00
7800/35 Brookfield 7800/35/22 Open Space	£1,080.00	£3,000.00	£2,500.00	£3,000.00
7800/36 Judges Gully 7800/36/21 Play Area	£0.00	£0.00	£0.00	£0.00
7800/39 Sewall Drive 7800/39/22 Open Space	£0.00	£0.00	£0.00	£0.00
7800/40 Bow Lake Gardens 7800/40/22 Open Space	£0.00	£0.00	£0.00	£0.00
7800/40/26 Orchard	£0.00	£0.00	£0.00	£0.00
<b>7800 Trees Total</b>	<b>£1,440.00</b>	<b>£9,000.00</b>	<b>£8,925.00</b>	<b>£9,000.00</b>
7801 Tree Surveys	£1,680.00	£2,000.00	£1,700.00	£2,000.00
<b>Total Play Area &amp; Open Space</b>	<b>£130,018.14</b>	<b>£80,009.74</b>	<b>£74,243.24</b>	<b>£84,372.97</b>

Bishopstoke Parish Council - Full Council 9th January 2024  
4th draft budget 2024/25

		2022/23 Actual	2023/24 Budget	2023/24 TOTAL (Actual + Forecast)	2024/25 Budget
<b>Burial Ground</b>					
8000	Grounds Contract				
	8000/41 Bishopstoke Cemetery	£12,418.92	£13,660.8100	£12,915.72	£13,432.35
	8000/42 Stoke Common Cemetery	£0.00	£0.0000	£0.00	£0.00
	8000/43 St Marys	£6,894.00	£7,583.4000	£7,169.76	£7,456.55
	8000/44 Old St Marys	£6,119.04	£6,730.9400	£6,363.72	£6,618.27
8000	Grounds Contract Total	£25,431.96	£27,975.15	£26,449.20	£27,507.17
8100	Additional Grounds Maintenance				
	8100/41 Bishopstoke Cemetery	£1,395.70	£1,500.00	£653.50	£1,500.00
	8100/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8100/43 St Marys	£823.70	£750.00	£190.00	£750.00
	8100/44 Old St Marys	£435.00	£250.00	£0.00	£250.00
8100	Additional Grounds Maintenance Total	£2,654.40	£2,500.00	£843.50	£2,500.00
8200	Fences Total	£0.00	£0.00	£0.00	£0.00
8300	Replacement Benches Total	£0.00	£0.00	£0.00	£0.00
8399	Burial Authority Other	£0.00	£0.00	£0.00	£0.00
8400	Works & Improvements				
	8400/41 Bishopstoke Cemetery	£1,070.61	£0.00	£3,500.00	£0.00
	8400/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8400/43 St Mary's	£4,349.22	£0.00	£121.23	£0.00
	8400/44 Old St Mary's	£0.00	£0.00	£300.00	£0.00
8400	Works & Improvements Total	£5,419.83	£0.00	£3,921.23	£0.00
8500	Memorial Costs				
	8500/41 Bishopstoke Cemetery	£200.00	£500.00	£1,500.00	£500.00
	8500/42 Stoke Common Cemetery	£0.00	£0.00	£0.00	£0.00
	8500/43 St Mary's	£0.00	£300.00	£300.00	£300.00
	8500/44 Old St Mary's	£0.00	£0.00	£0.00	£0.00
8500	Memorial Costs Total	£200.00	£800.00	£1,800.00	£800.00
8800	Trees				
	8800/41 Bishopstoke Cemetery	£2,665.00	£3,000.00	£3,000.00	£3,000.00
	8800/42 Stoke Common Cemetery	£420.00		£0.00	
	8800/43 St Marys	£1,620.90	£3,000.00	£3,000.00	£3,000.00
	8800/44 Old St Mary's	£921.00	£2,000.00	£2,000.00	£2,000.00
8800	Trees Total	£5,626.90	£8,000.00	£8,000.00	£8,000.00
8901	Utilities - Water				
	8901/41 Bishopstoke Cemetery	£68.80	£300.00	£300.00	£300.00
	8901/42 Stoke Common Cemetery	£0.00	£200.00	£0.00	£200.00
8901	Utilities - Water Total	£68.80	£500.00	£300.00	£500.00
<b>Total Burial</b>		<b>£39,401.89</b>	<b>£39,775.15</b>	<b>£41,313.93</b>	<b>£39,307.17</b>

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		<b>2022/23 Actual</b>	<b>2023/24 Budget</b>	<b>2023/24 TOTAL (Actual + Forecast)</b>	<b>2024/25 Budget</b>
<b>Allotments</b>					
9000	Grounds Contract				
	9000/37 Underwood Road	£540.00	£594.0000	£561.60	£584.06
	9000/38 Jockey Lane	£859.92	£945.9100	£894.36	£930.13
9000	Grounds Contract Total	£1,399.92	£1,539.91	£1,455.96	£1,514.20
9100	Additional Grounds Maintenance				
	9100/37 Underwood Road	£210.00	£500.00	£500.00	£500.00
	9100/38 Jockey Lane	£0.00	£500.00	£500.00	£500.00
9100	Total	£210.00	£1,000.00	£1,000.00	£1,000.00
9200	Fences Total	£0.00	£0.00	£0.00	£0.00
9300	Equipment Purchase				
	9300/37 Underwood Road	£1,156.23	£1,000.00	£1,000.00	£1,000.00
	9300/39 Jockey Lane	£419.64	£200.00	£200.00	£200.00
9300	Equipment Purchase Total	£1,575.87	£1,200.00	£1,200.00	£1,200.00
9399	Allotments Other	£0.00	£200.00	£200.00	£200.00
9400	Works & Improvements				
	9400/37 Underwood Road	£580.00	£1,000.00	£1,000.00	£1,000.00
	9400/38 Jockey Lane	£0.00	£1,000.00	£1,000.00	£1,000.00
9400	Works & Improvements Total	£580.00	£2,000.00	£2,000.00	£2,000.00
9600	Plot Maintenance and Clearance				
	9600/37 Underwood Road	£3,935.15	£4,500.00	£4,500.00	£4,500.00
	9600/38 Jockey Lane	£260.00	£750.00	£750.00	£750.00
9600	Plot Maintenance and Clearance Total	£4,195.15	£5,250.00	£5,250.00	£5,250.00
9700	Buildings (Inc. sheds)				
	9700/37 Underwood Road	£15.00	£500.00	£546.00	£500.00
	9700/38 Jockey Lane	£60.00	£200.00	£200.00	£200.00
9700	Buildings (Inc. sheds) Total	£75.00	£700.00	£746.00	£700.00
9800	Trees				
	9800/37 Underwood Road	£0.00	£2,000.00	£2,000.00	£2,000.00
	9800/38 Jockey Lane	£180.00	£1,000.00	£1,000.00	£1,000.00
9800	Trees Total	£180.00	£3,000.00	£3,000.00	£3,000.00
9900	Utilities - Electricity				
	9900/1 Underwood Road	£570.88	£800.00	£800.00	£800.00
9900	Utilities - Electricity Total	£570.88	£800.00	£800.00	£800.00
9901	Utilities - Water				
	9901/37 Underwood Road	£1,506.23	£2,500.00	£2,500.00	£2,500.00
	9901/38 Jockey Lane	£417.84	£500.00	£500.00	£500.00
9901	Utilities - Water Total	£1,924.07	£3,000.00	£3,000.00	£3,000.00
9999	Earmarked Projects	£0.00	£0.00	£0.00	£0.00
<b>Total Allotments</b>		<b>£10,710.89</b>	<b>£18,689.91</b>	<b>£18,651.96</b>	<b>£18,664.20</b>
<b>Sub Total General Expenditure</b>		<b>£362,994.66</b>	<b>£360,070.11</b>	<b>£332,369.54</b>	<b>£383,983.32</b>



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	<b>2022/23 Actual</b>	<b>2023/24 Budget</b>	<b>2023/24 TOTAL (Actual + Forecast)</b>	<b>2024/25 Budget</b>
<b>Earmarked &amp; Project Expenditure</b>				
12000				
	Earmarked/Project Council			
	12001			£5,355.62
	12002		£0.00	£2,500.00
14000				
	Earmarked/Project Communications			
	14001			£600.00
	14002			£1,000.00
	14003			£1,500.00
15000				
	Earmarked/Project Community			
	15001		£25,000.00	
	15002		£11,429.33	
16000				
	Earmarked/Project Street Furniture			
	16001			
	16002			£1,208.77
17000				
	Earmarked/Project Play Area & Open Space			
	17001		£1,700.00	
	17002		£1,700.00	
	17003		£4,413.28	
	17004			£70,000.00
18000				
	Earmarked/Project Burial Ground			
	18001/41		£9,620.00	£14,802.97
	18002		£2,121.90	
19000				
	Earmarked/Project Allotments			
	19001		£3,878.10	
	19002		£4,000.00	
<b>Sub Total Earmarked/Project Expenditure</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£63,862.61</b>	<b>£96,967.36</b>
<b>TOTAL OVERALL EXPENDITURE</b>	<b>£362,994.66</b>	<b>£360,070.11</b>	<b>£396,232.15</b>	<b>£480,950.68</b>

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**PROJECTIONS**

Description	Actual 2022-23	Projection 2023-24	Budget 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28
<b>Precept increase</b>			<b>15%</b>	<b>12%</b>	<b>5%</b>	<b>2%</b>
Precept	£ 281,270.55	£332,919.73	£ 384,728.24	£ 430,895.63	£ 452,440.41	£ 461,489.22
Interest receivable	£ 4,569.00	£7,875.38	£3,000.00	£ 3,000.00	£ 2,000.00	£ 1,000.00
Other receipts	£ 100.00	£190.00	£ -	£ -	£ -	£ -
Cemetery fees	£ 16,990.00	£20,300.00	£ 20,300.00	£ 20,300.00	£ 20,300.00	£ 20,300.00
Allotment income	£ 6,033.93	£5,600.00	£ 6,250.00	£ 7,000.00	£ 7,000.00	£ 7,000.00
Events Income	£ -	£ -	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00
<b>Income Sub Total</b>	£ 308,963.48	£ 366,885.11	£ 416,278.24	£ 463,195.63	£ 483,740.41	£ 491,789.22
Earmark income	£ 12,831.50	£10,000.00	£70,000.00	£ -	£ -	£ -
Expenditure	£ 362,994.66	£332,369.54	£383,983.32	£383,983.32	£384,342.66	£384,716.36
Inflation impact	4%			£15,359.33	£15,373.71	£15,388.65
<b>Total Expenditure</b>	£362,994.66	£332,369.54	£383,983.32	£399,342.66	£399,716.36	£400,105.02
Surplus / Deficit	-£ 54,031.18	£ 34,515.57	£ 32,294.92	£ 94,571.64	£ 114,771.46	£ 122,461.51
Earmark expenditure	£ 83,471.58	£ 63,862.61	£ 96,967.36			
Combined transfers earmark/free reserves		<b>-£4,291.50</b>	<b>-£52,000.00</b>	<b>-£82,000.00</b>	<b>-£82,000.00</b>	<b>-£82,000.00</b>
Free Reserves at start of year	£ 124,118.22	£ 122,098.48	£ 152,322.55	£ 132,617.47	£ 114,470.44	£ 116,494.48
Earmarked at start of year	£ 145,938.18	£ 107,083.24	£ 57,512.13	£ 82,544.77	£ 164,544.77	£ 246,544.77
<b>Total overall reserves</b>	£ 270,056.40	£ 229,181.72	£ 209,834.68	£ 215,162.24	£ 279,015.21	£ 363,039.25
Free Reserves at end of year	£ 122,098.48	£ 152,322.55	£ 132,617.47	£ 114,470.44	£ 116,494.48	£ 126,178.68
Earmarked at end of year	£ 107,083.24	£ 57,512.13	£ 82,544.77	£ 164,544.77	£ 246,544.77	£ 328,544.77
<b>Total overall reserves</b>	£ 229,181.72	£ 209,834.68	£ 215,162.24	£ 279,015.21	£ 363,039.25	£ 454,723.45
Free Reserves as % of precept (start of year)	44%	37%	40%	31%	25%	25%
Free Reserves as % of precept (end of year)	43%	46%	34%	27%	26%	27%
Min Free Reserves			£ 96,182.06			

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Earmarked description	forecasted		Actual at end		increase		decrease		Prediction by end		increase		decrease		Prediction by end			
	decrease		of 2022/23				of 2023/24								of 2024/25			
BMH	£	-	£	-			£	-			£	-			£	-		
Tree work from surveys	£	-	£	-			£	-			£	-			£	-		
defibrillators	£	-	£	-			£	-			£	-			£	-		
Burial Grounds			£	<b>0.00</b>			£	-			£	-			£	<b>0.00</b>		
Street furniture			£	<b>4,308.77</b>			£	-			£	-	£	4,308.77	£	-		
Noticeboard			£	-			£	-			£	-			£	-		
Cemetery Gates Artwork			£	<b>24,422.97</b>			-£	9,620.00			£	<b>14,802.97</b>			-£	14,802.97		
Play area - Church Road			£	<b>10,484.91</b>			-£	10,484.91			£	-			£	-		
Play area - Templecombe			£	-			£	-			£	-			£	-		
Play area - Brookfield			£	<b>6,850.97</b>	£	962.31	-£	7,813.28			£	-			£	-		
Play area - Otter Close trim trail	£	-	£	-	£	-	£	-			£	-	£	-	£	-		
Glebe Meadow Project	£	-	£	<b>25,000.00</b>	£	10,000.00	-£	11,429.33			£	<b>23,570.67</b>	£	30,000.00	£	<b>53,570.67</b>		
Bishopstoke Cemetery works			£	-			£	-			£	-			£	-		
St Mary's tree project			£	<b>2,660.00</b>			-£	685.90			£	<b>1,974.10</b>		£	-	£	<b>1,974.10</b>	
Councillor elections			£	<b>1,355.62</b>	£	2,000.00					£	<b>3,355.62</b>	£	2,000.00	-£	5,355.62	£	-
Defibrillator upkeep			£	<b>2,400.00</b>							£	<b>2,400.00</b>			£	<b>2,400.00</b>		
Burial Grounds tree work			£	<b>3,000.00</b>							£	<b>3,000.00</b>			£	<b>3,000.00</b>		
Memorials work			£	<b>1,600.00</b>							£	<b>1,600.00</b>			£	<b>1,600.00</b>		
Yzone Funding			£	<b>25,000.00</b>				-£	25,000.00		£	-			£	-		
LAC Feasibility studies			£	-	£	10,000.00	-£	10,000.00			£	-			£	-		
Wheels Park			£	-							£	-	£	70,000.00	-£	70,000.00	£	-
Office conversion			£	-	£	2,500.00					£	<b>2,500.00</b>			-£	2,500.00	£	-
Play Area improvement fund			£	-							£	-	£	20,000.00			£	<b>20,000.00</b>
<b>Total recommended earmarked reserves</b>	<b>£</b>	<b>-</b>	<b>£</b>	<b>107,083.24</b>	<b>£</b>	<b>25,462.31</b>	<b>-£</b>	<b>75,033.42</b>			<b>£</b>	<b>57,512.13</b>	<b>£</b>	<b>122,000.00</b>	<b>-£</b>	<b>96,967.36</b>	<b>£</b>	<b>82,544.77</b>