

Sandon and Burston General Reserves Table 2025-2026	https://sandonandburstonpc.org.uk/
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Date adopted - 4th March 2025		
	Budget 2025-2026	6 months of Costs

Fixed Costs		
Council Administration - Salary	£3,792.00	£1,896.00
NALC pay rise	£57.20	£28.60
Staffordshire Pension Fund	£948.00	£474.00
Homeworking Allowance	£120.00	£60.00
General Admin - Office Running Costs	£0.00	£0.00
Payroll Bureau	£180.00	£90.00
Room Hire	£360.00	£180.00
Councillor Training	£595.00	£297.50
Clerk Training	£55.00	£27.50

Statutory Requirements		
Insurance	£280.00	£140.00
Audit	£130.00	£65.00
Information Commission (ICO)	£35.00	£17.50
Website Hosting	£160.00	£80.00
Website Domain name	£10.00	£5.00
GDPR Regulation	£140.00	£70.00
Parish Council Annual Meeting	£400.00	£200.00
Elections	£500.00	£250.00

Subscriptions		
Staffordshire Parish Council Association (SPCA)	£143.85	£71.93
Society of Local Clerks (SLCC)	£50.00	£25.00
CPRE	£60.00	£30.00
Virus Software	£99.00	£49.50
Printer Ink	£71.88	£35.94
Microsoft 365	£60.00	£30.00

Community Grants		
Christmas Trees and Lights x 2	£300.00	£150.00
Community project donations	£400.00	£200.00

Asset Maintainance		
Bench Maintainance	£250.00	£125.00
Bus Shelter Maintainance	£100.00	£50.00
Noticeboard Maintainance	£100.00	£50.00

Grounds works		
Grass Cutting	£1,444.00	£722.00
Lengthsman	£1,000.00	£500.00
Poppy Wreath	£60.00	£30.00

Projects		
Speed Indicator Signs x3 - installation	£2,214.00	£1,107.00
Planter Flowers	£250.00	£125.00
Drain Cleaning - Roads	£440.00	£220.00
Information Board	£329.50	£164.75
Community Lunch	£200.00	£100.00
Grit Box	£74.95	£37.48

Total	£15,409.38	£7,704.69
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Risk Management			
Risk	Likelihood	Mitigation	General Reserve
Delay in receiving precept, uneven cash flow	possible	Hold 6 months costs	£7,710.00
Election	possible	Hold cost of one election	£500.00
Claim on Insurance	possible	Hold cost of insurance excess.	£1,000.00

Total to hold to mitigate the risks identified	£9,210.00
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