

St Nicholas and Bonvilston Community Council

Zero-Based Budget Report & Precept Recommendations 2026/2027

Financial Year: 2026-2027

Prepared by: RFO/Joan Chen

Date: 6th Jan 2026

1. INTRODUCTION

PURPOSE: This report is presented to members' review of the recommended 2026/2027 annual budget and the proposed Precept for the financial year 2026/2027. Please take note of any anticipated changes in the Council Balances and Reserves.
It is important to note that keeping the Precept down should not be a priority over action that benefits the community and inflation is taken into account when setting the precept.

BACKGROUND Town and Community Councils do not receive any grant from either Welsh Government or the Local Authority, they rely solely on the Local Precept. St Nicholas and Bonvilston Community Council's Tax Base as confirmed by the Vale of Glamorgan Council for 2026/2027 is £799. The Council Tax Base consists of the number of Band D equivalent dwellings in the area. Exemptions and discounts are taken into account and the number of properties in each band is reduced to reflect these. The Council Tax Base is calculated by multiplying the reduced number of properties in each band by its ratio to band H and adding these products together to arrive at the total number of band D equivalents.

PRECEPT: The amount requested from the principal authority to fund the council activities.

BASIS: Reflects statutory duties, community priorities and training requirements.

2. ESTIMATED INCOME

Income	Description	Estimated Income 26/27	25/26 Income
Precept/Local Tax	2025-2026	£ -	£ 67,770.00
Grants	Funding from higher authority	£ -	
Donations	Community contributions	£ -	

Fundraising/Events	Local fairs, raffles, activities	£	-	
Other Income	Bank interest, rentals, etc	£	250.00	£ 369.55
Total estimated income excluding precept		£	250.00	£ 369.55

3. ESTIMATED EXPENDITURE (Zero Based Justification) in 2026/2027

Budget Head	Description	Recommended Budget	Justification
Administration	Salaries/PAYE/Pension 13.5 hours/week	£ 15,148.80	Legal Requirement
Administration	Clerk Home working allowance 26*12	£ 312.00	Essential Operation
Democratic	Chair, Committee chair Vice Chair role allowance	£ 3,000.00	Governance requirement
Democratic	all councillors £156*10	£ 1,560.00	Statutory requirement
Democratic	all councillors £52*10	£ 520.00	Statutory requirement
Administration	Stationary, IT, postage	£ 2,000.00	Essential Operation
Administration	Subscriptions/Software cost	£ 1,000.00	Essential Operation
Administration	Phone	£ 45.00	Essential Operation
Administration	Mileage	£ 100.00	
Administration	Meeting venue hire	£ 360.00	essential Operation
Administration	Councillor/Staff Training	£ 1,200.00	Statutory Requirement
Administration	Internal Audit for year 2024-2026	£ 500.00	Statutory requirement
Administration	External Audit for year 2023-2025	£ 15,000.00	Statutory requirement
Administration	Accountancy Service monthly payroll service	£ 240.00	Statutory requirement
Administration	External Audit for year 2025-2026	£ 1,500.00	Statutory requirement
Administration	Insurance	£ 500.00	Statutory requirement

Administration	Professional & Legal Advice	£ 7,500.00	
Community Projects	Newsletter	£ 1,500.00	
Community Projects	Community Events	£ 10,000.00	
Community Projects	Biodiversity	£ 5,000.00	
Community Projects	Grass cutting	£ 1,050.00	
Grant	Community Events	£ 2,000.00	
Contingency	unexpected cost i.e. by-election etc	£ 16,500.00	
Total budgeted Expenditure		£ 86,535.80	

Total budgeted Expenditure with extra 2.5% inflation

£ 88,699.20 for reference

4. PRECEPT REQUEST

Total budgeted expenditure - Total Estimated Income excluding Precept - Use of Reserve = Precept Requirement

	OPTION A	OPTION B	OPTION C
Proposed total expenditure 2026/2027 (A)	£ 86,535.80	£ 86,535.80	£ 85,390.80
Estimated total income 2026/2027(B)	£ 250.00	£ 250.00	£ 250.00
Recommended use of reserve (C)	£ 18,000.00	£ 10,000.00	£ -
Precept required (A-B-C=D)	£ 68,285.80	£ 76,285.80	£ 85,140.80
Council tax base rate (E)	£ 799.00	£ 799.00	£ 799.00
Proposed 2026/2027 Band D Precept Per annum (D/E)	£ 85.46	£ 95.48	£ 106.56
Current 2025/2026 Band D Precept	£ 87.45	£ 87.45	£ 87.45
£ increase / decrease in precept per annum	-£ 1.98	£ 8.03	£ 19.11
£ increase / decrease in precept per month	-£ 0.17	£ 0.67	£ 1.59

Note: The above figures are based upon projected income and expenditure. Any decrease in income and/or increase in expenditure will affect any future deficit/surplus.

5. RESERVES

General reserve target: 3-12 months of expenditure.

Estimated Bank Balance by 31st Mar 2026: £68895

Recommended General Contingency/Reserve Balance: £50000

Community Council estimated monthly expenditure is £7211.3, the suggested reserve balance of £50,000 represents a contingency fund equivalent to 6.9months

Earmarked reserves: Specific project

6. APPROVAL & PUBLICATION

Reviewed by Finance Committee on:

Approved by full council on:

Submitted to principal authority by

(by 31st Jan 2025)

Published on council website on: