

COLNEY HEATH PARISH COUNCIL

 **Postal Address:** Highfield Park Visitor Centre, Hill End Lane AL4 0RA
 **Telephone:** (01727) 825 314
 **Website:** <https://colneyheathparishcouncil.gov.uk>
 **E-mail:** clerk@colneyheathparishcouncil.gov.uk



2025-26 Item 46a

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Budget Codes and Budget/Precept Timetable 2026/27

Code	RECEIPTS
	Description
1000	Rental Income CHFC
1010	Closed Cemetery Income
1015	CH Common Income
1060	St Marks Interest Income
1076	Precept SADC
1078	Grants Received
1080	Bank Interest
1090	Salvation Army Clothing Bank
1120	Newsletter Advertising
Code	EXPENDITURE
4000	Wages inc pension, NI, PAYE etc
4035	Staff Clothing
4045	Mileage
4055	Staff Training
4060	Councillor Training
4075	Chairmans Allowance
4080	Stationery
4085	Office Equipment
4086	Office Cleaning
4090	Postage
4095	Office Rent
4096	Office Elec/B Rates
4100	Subscriptions
4105	Audit Fees
4110	Bank Charges
4115	Broadband/Phones
4125	Website
4135	IT Support & Maintenance
4140	Photocopier
4140	Hire of Mtg Venues
4150	Data Protection
4155	Refreshments
4225	Insurance
4250	Consultancy/Advice

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4255	Payroll Svs
4305	Community Grants
4315	Churchyard Maintenance Grant
4350	Newsletter Printing
4460	Community Activities
4470	Beating the Bounds
4200	Open Spaces - Repairs/Maintenance
4500	Open Spaces - Parish Grass Cutting
4502	Open Spaces - Hedges and Trees
NEW	Open Spaces – Sleapshyde Pond Maintenance
4510	Open Spaces - Bus Shelter Cleaning
4520	Open Spaces - Dog Waste Collections
4521	Open Spaces - Litter Bin Collections
4525	Open Spaces - Play Area Inspections Annual
4526	Open Spaces - Play Area Inspections Quarterly
4200	Common - Repairs/Maintenance
4502	Common - Hedges & Trees
4550	Common - The Common Expenditure
4555	Common – Pond Maintenance
4600	Neighbourhood Plan
4200	High St Rec - Repairs/Maintenance
4220	High St Rec – Annual Wayleave
4502	High St Rec - Trees & hedges
4200	Roestock - Play Area Repairs
4205	Roestock - Electricity
4518	Roestock - Hedge/Tree Maintenance
4540	Roestock - Hut works and Maintenance
4200	Sleapshyde - Play Area - Repairs
4200	Sleapshyde - Vgreen - Repairs
4200	Tyttenhanger - Repairs/Play Area Maint
4502	Tyttenhanger - Trees & Hedges
4200	Horseshoe Field - Repairs/Maintenance
4200	OA Shelter - Repairs/Maintenance
4220	Legal Fees
4365	Planning Advice and costs

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TIMETABLE FOR BUDGET/PRECEPT 26/27

SEPTEMBER		
25	Full Council	Agree timetable and Budget Committee meeting
30	Month End	Closure of Q2 accounting period
OCTOBER		
14	Email	Confirm to SADC by this date The Local Authorities (Members' Allowances) (England) Regulations 2003 that any Parish/Town Council which proposes to vary or introduce a parish basic allowance and/or a travelling and subsistence allowance for any of its members must refer its proposals to a parish remuneration panel for consideration, and to have regard to any recommendations which the Panel may make. The Independent Remuneration Panel for St Albans City & District Council acts as the Remuneration Panel for the Parishes within the City & District.
24	Papers issued	Issue Q2 quarterly reports with Council agenda
30	Full Council	Meeting
NOVEMBER		
14	Papers issued	Council agenda issue date
20	Full Council	Meeting
DECEMBER		
12	Papers issued	Council agenda issue date – final draft budget and Precept
18	Full Council	Meeting to determine Precept and budget 26/27

- **Tax Base notified between 6-10 December by SADC**
- **Precept confirmation required in early January 2026 to SADC**

Updated 02/09/2025