

Draft Budget 2020-2021

At its meeting in November 2021, the parish council considered a draft budget (report [WPC.21.11.08](#) refers) and spending priorities (projects and work to parish assets) identified under a draft 3 year plan. The spending priorities were agreed, with the following adjustments:

1. addressing Road Safety Issues at the School was both urgent and important, and that despite still awaiting information from SCC Highways on possible engineered solutions to reduction of speed in the vicinity of the school (which cannot currently be financially quantified), its preference was to include this work in the next financial year if at all possible; and
 2. Drainage of the pond and work to the culvert at Coltsfoot Green should be brought forward into the next financial year (2022-23) if funds could be identified;
- and the Estates Committee on 3rd December agreed the amended priorities subject to:
1. Drive leading to Chapel of Rest Year 1 (based on simple clean up with no remedial work)
 2. Draining of Pond and work to Culvert Year 1 (noting riparian responsibility).

The amended priorities to the 3 year plan for spending are therefore attached as **Appendix A** to this report, and, once agreed, will form the basis for a strategic plan for the parish to be presented to the next meeting of the parish council.

The agreed priorities have also been used to adjust the draft budget presented at the November meeting, set out at **Appendix B**, which includes:

- income & expenditure 2020/21
- 2021/22 at 9/12ths (to 31st December), anticipated year end & draft budget
- Cemetery Budget
- Training Budget
- Earmarked Reserves

The budget makes provision to continue to build on earmarked funds for:

- Playground equipment
- Election costs in next cycle
- A future civic event

Provision is also made for the following:

- An adjustment to clerk hours (considered under report WPC.22.01.0) to reflect the changing priorities of the parish council and additional work on project development
- Re-negotiating the lease for the play area at Cemetery Road
- A Cemetery plan and provision of grave space markers
- Spending under the MUGA re-development to outdoor fitness, which may be reduced with successful grant applications
- A likely increase in the cost of insurance arising from changes to the insurance market (a new insurance policy will have to be negotiated)
- Spending related to highways project (possible RTO being moved in the new financial year)
- A grant application to be applied for (Locality) in respect of Neighbourhood planning would be spent in the same year.
- Removing subscriptions to Community Land Trust and CPRE

The following changes to reserves are anticipated at year end:

- Reduction of Neighbourhood Plan by £5170 to zero
- Reduction of Teen Project Replacement by £7500 to
- Reduction of Safety & Security by £1100
- Reduction of Playground Maintenance by £750
- Reduction of Grounds Maintenance by £1500

Drawn Down from EM Reserves £17,040.00

- Transfer £500 to EM Reserves for Elections
- Transfer £250 to EM Reserves for Civic Event

Moved to EM Reserves £ 750.00

Based on the draft budget as presented, and there being no Local Council Tax Support Grant for 2022.23, this would result in an increase from the 2022/23 precept to £38,413.

Following changes to the tax base calculated by West Suffolk, this represents an increase of £3.00 on a Band D Council Tax property (an increase of 4.47%).

Recommendation:

1. **Councillors approve the draft budget proposed in Appendix B; and**
2. **That Wickhambrook Parish Council directs West Suffolk District Council to pay the sum of £38,413.00, being the Parish Council's total precept requirement for the financial year commencing 1st April 2023.**

Draft 3 Year Plan

Item/Activity/Project	Likely Cost	Notes	Financial Impact	Urgency	Importance	Priority Score	Year
Outdoor Fitness Equipment	£15 – 20K	Will require grant funding Will need to evidence with community support	1	2	3	6	Year 1
Development replacement MUGA	£25 - £75K	Will require grant funding Will need to evidence with community support	1	1	2	2	Year 3
Addressing Road Safety Issues at School	Unknown at present £365 for speed survey	Still awaiting visit from Suffolk CC Highways Engineering Team Will require grant funding Will need to evidence with community support	1	2	3	6	Year 1
Cemetery Notice Board	Quote 1 - £610	Legal Requirement	3	2	3	18	Year 1

Drive leading to Chapel of Rest	Quote for immediate remedial work £450 Quotes between £5-£12K dependant on surface	Companies who have so far responded have advised pressure washing may break up surface and would only be a short term fix	1	1	1	1	Year 1 (as amended by Estates December)
Repair to Cemetery Gates leading to Chapel of Rest	Quote 1 - £5850 Quote 2 - £5097 Have requested breakdown to just deal with posts.	Difficulty opening gates results in users bypassing to side and risk of trips, slips and falls when muddy and wet	2	2	2	8	Year 2
Draining of Pond and work to culvert on Coltsfoot Green	£1500 – 2650 plus VAT	Riparian responsibility	1	2	3	6	Year 1 (at request of PC November & Estates December)
Re-negotiation of Lease for Children's Play area at Cemetery Road	£400 - £1500	Lease expires February 2023	3	3	3	27	Year 1

Updating HM Land Registry and registering Six Acres & Cemetery Land	£1500 plus disbursements – £600 per parcel of land for valuation Quote 2 - £4K plus	Existing registrations in the name of former clerk.	2	2	2	8	Year 2
Cemetery Extension Project	£10 -40K	The priority for this may increase if changes to Environmental Permitting Regulations force larger burial plot sizes	1	1	2	2	Year 3
Increasing accessibility to grave space records to Cllrs	By publishing to web just officer time	Important for when clerk on leave and timely resolution of enquiries from bereaved relatives	3	3	2	18	Year 1
Reserved grave space marking	£182 – waterproof labels £262.50– grave space markers	Reduces risk of reserved plots being incorrectly allocated	3	2	3	18	Year 1

Health & Safety Consultancy	£336 – annual subscription	Provides advice on Health and Safety, reviews risk assessments, apps for play equipment inspections	3	3	3	27	Year 1
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	High	Medium	Low
Urgency	3	2	1
Importance	3	2	1
Financial Impact	1 > £10K Or unknown	2 £3 - £10K	3 < £3K

Year 1 More than 12

Year 2 6 - 12

Year 3 Less than 6

Last FY 2020 - 2021	Current FY 2021 - 2022				Next FY 2022 - 23			
	Budget	Actual to Date	Variance to Date	Anticipated Year End	Budget 2022-2023	Notes		
INCOME					INCOME			38,570.00
Precept	£ 35,610.00	£ 35,920.00	134.49%	£ 35,920.00	Precept	£ 38,413.00 **		
Cemetery Fees	£ 2,500.00	£ 2,250.00	120.00%		Cemetery Fees	£ 2,500.00	based on 3 x ERB. Interment in earthen grave. 2 x ERB. Interment of CR. & 2 Headstones	
Chapel rent	£ 10.00	£ -	0.00%	£ -	Chapel rent	£ -		
Ground rents	£ 40.00	£ 50.00	166.67%	£ 40.00	Ground rents	£ 30.00		
Wavvaves	£ 50.00	£ -	0.00%	£ -	Wavvaves	£ 50.00		
Bank interest	£ 50.00	£ -	0.00%	£ -	Bank interest	£ -		
Bank Compensation	£ -	£ -	-	£ -	Bank Compensation	£ -		
Direct Debit Refunds	£ -	£ -	-	£ -	Direct Debit Refunds	£ -		
Grants	£ 310.00	£ 7,915.00	3404.30%	£ 7,915.00	Grants	£ 8,500.00	Neighbourhood Plan	
From Reserves	£ -	£ -	-	£ 10.00	From Reserves	£ 17,040.00	(£5170 from NP, £7500 from Teen Project Replacement, £2100 from safety & security, £750 from playground maintenance; £1520 grounds maintenance	
Miscellaneous Receipts	£ -	£ 55.81		£ -	Miscellaneous Receipts	£ -		
£ 38,570.00	£ 46,190.81		£ 38,570.00		£ 11,080.00			
VAT refund	£ 5,500.00	£ 6,333.80			VAT refund	£ 6,000	*indicative - not included in precept calculation	
Revolving Income	£ 2,500.00	£ 2,711.62			Revolving Income	£ 2,500	*indicative - not included in precept calculation	
	£ 55,236.23				£ 28,120.00			
Administration					Administration			
Clerk/RFO salary/office	£ 9,980.00	£ 6,574.37	87.83%	£ 8,765.83	Clerk/RFO salary/office	£ 12,741.00	additional 1 hour per week Community enagement; 2.5 hours per week NP; 1 hour per week MUGA Redevelopment; 0.5 hour per week other projects; Budget 4% increase - take back pay to April 2021 from staffing contingency earmarked reserves.	
Clerk/RFO 2 meeting Contingency	£ 150.00	£ -	0.00%	£ -	Clerk/RFO 2 meeting Contingency	£ -		
Clerk/Millage & Subsistence Expenses	£ 120.00	£ 400.97	445.52%	£ 534.63	Clerk/Millage & Subsistence Expenses	£ 566.00	millage 17'03.99" 45¢ subsistence, homeworking allowance £252 & professional membership £144	
Office supplies	£ 500.00	£ 661.73	176.46%	£ 882.31	Office supplies	£ 1,000.00	print toner plus toner waste bottle axv £500 per annum	
Services and supplies	£ 500.00	£ 1,252.28	333.94%	£ 1,669.71	Services and supplies	£ 1,000.00	moving doo waste baos to doo & litter bins	
Meeting room hire	£ 100.00	£ 110.00	146.67%	£ 146.67	Meeting room hire	£ 260.00	7 full meetings; 1 Annual Meeting, 1 Annual Parish Meeting, 5 Committee Meetings; ask beverley to confirm meeting room hire	
Insurance	£ 1,000.00	£ 754.89	100.65%	£ 754.89	Insurance	£ 1,200.00	will need to re-negotiate - CAS no longer have underwriters	
Subscriptions	£ 650.00	£ 763.39	156.59%	£ 650.00	Subscriptions	£ 460.00	SALC £460. National CLT £150. CPRE £36 - just subscribe to SALC	
Audit	£ 450.00	£ 520.00	162.96%	£ 520.00	Audit	£ 550.00		
Training	£ 350.00	£ 275.00	104.76%	£ 350.00	Training	£ 525.00		
Training Millage	£ 100.00	£ -	0.00%	£ -	Training Millage	£ -	training has moved online	
Data Protection Legislation	£ 150.00	£ 40.00	35.56%	£ 40.00	Data Protection Legislation	£ 35.00	10 device 2 year virus suard next due 23.24 budget	
Election costs	£ -	£ -	-	£ -	Election costs	£ 500	to earmarked reserves	
HRR/CNI Contributions	£ 2,500.00	£ 412.96	22.02%	£ 556.61	HRR/CNI Contributions	£ 98.00	just NI as salary below personal tax allowance	
Pension Contributions	£ 375.00	£ 156.40	55.61%	£ 208.53	Pension Contributions	£ 250.00	find new pension provider	
Administration of Pension Cont.	£ 225.00	£ 135.00	80.00%	£ 180.00	Administration of Payroll & Pension	£ 100.00	move to SALC	
	£ 17,150.00	£ 12,086.99		£ 15,283.17		£ 18,785.00		
Services					Services			
Electricity	£ 120.00	£ 99.94	111.04%	£ 133.25	Electricity	£ 180.00		
Water	£ 125.00	£ 106.16	113.24%	£ 141.55	Water	£ 150.00		
Rates	£ -	£ -	-	£ -	Rates	£ -	advised no rateable value at present on cemetery	
Website	£ 1,200.00	£ 1,102.22	122.47%	£ 1,469.63	Website	£ 1,300.00	this includes for 2 domains with variable exchange rate	
Phone & Internet Services	£ 300.00	£ 253.27	112.56%	£ 337.69	Phone & Internet Services	£ 280.00	12*£22 plus £16 out of contract charges	
Microsoft Office	£ 660.00	£ 403.20	81.45%	£ 537.60	Microsoft Office	£ 636.00	8 x basic licence & 2 x microsoft exchange	
Cemetery Software	£ 195.00	£ 193.00	131.97%	£ 200.00	Cemetery Software	£ 270.00		
Other Software Subscriptions	£ 185.00	£ 285.41	205.70%	£ 380.55	Other Software Subscriptions	£ 150.00	adobe subscription	
Bank Service Charge	£ 72.00	£ 54.00	100.00%	£ 72.00	Bank Service Charge	£ 72.00		
	£ 2,857.00	£ 2,457.20		£ 3,272.27		£ 3,038.00		
Estates					Estates			
Grounds contract	£11,922.00	£11,383.66	127.31%	£12,000.00	Grounds contract	£14,500.00		
Recreation ground	£ -	£ -	-	£ -	Recreation ground	£ -		
Siv Acres	£ 1,400.00	£ 3,554.96	338.57%	£ 3,554.96	Siv Acres	£ 750.00		
Tree surrov	£ 1,000.00	£ 2,110.00	281.33%	£ 2,110.00	Tree surrov	£ 750.00	annual work to trees this year £550	
Cemetery & Churchward	£ 1,200.00	£ -	0.00%	£ 500.00	Cemetery & Churchward	£ 500.00	includes grave soace marker	
	£ -	£ 5,431.07		£ 5,431.07		£ -	reliant and tidv hederow in front of old cemetery.	
Plavoround - Cemetery Road	£ 750.00	£ 86.32	15.35%	£ 115.09	Plavoround - Cemetery Road	£ 750.00	Play areas maintenance	
Playground - Bury Road	£ 250.00	£ -	0.00%	£ -	Playground - Bury Road	£ 250.00	Play areas maintenance	
Teen Project - Replacement	£ -	£ -	-	£ -		£ -	*****	
MUGA & SP Maintenance	£ 250.00	£ 298.30	159.09%	£ 300.00	MUGA & SP Maintenance	£ 1,000.00	includes £750 for bi-annual zio wire inspection	
Greens	£ 750.00	£ 627.35	111.53%	£ 627.35	Greens	£ 750.00		
Bin & Doo Waste (replaces Miscellaneous)	£ 500.00	£ 480.54	128.14%	£ 480.54	Bin & Doo Waste (replaces Miscellaneous)	£ 1,000.00	move doo waste baos under this heading too from services and supplies - by spending caoital to uorade bins there is no collection cost.	
Parish Notice boards	£ 125.00	£ -	0.00%	£ -	Parish Notice boards	£ -		
Bus Shelter (New)	£ 250.00	£ -	0.00%	£ -	Bus Shelter (New)	£ -	this should be installed by SCC through s.106 fundino from Meadows Development	
	£ -	£ -	-	£ -		£ -		
Safety and Security	£ -	£ -	-	£ -	Safety and Security	£ 1,135.00		
Highways (Grit Bins)	£ 125.00	£ -	0.00%	£ -	Highways (Grit Bins)	£ 75.00		
£18,522.00	£18,541.13		£25,119.01		£21,460.00			£ 19,022.00
Donations and Grants					Donations, Grants & Community			
Grants/Local Support & Village Organisations	£ 750.00	£ -	0.00%	£ 750.00	Grants/Local Support & Village Organisations	£ 750.00	support for MSC - sound attenuation?	
Civic Event	£ 250.00	£ -	0.00%	£ -	Civic Event	£ 250.00	£250 to earmarked reserves	
Charitable Donations	£ 250.00	£ 200.00	106.67%	£ 250.00	Charitable Donations	£ 250.00		
	£ 1,250.00	£ 200.00	21.33%	£1,250.00	Community Engagement	£ 250.00		
Projects:					Projects:			
Neighbourhood Planning (Survey)	£ -	£ 70.00		£ -	Neighbourhood Planning (Survey)	£ 8,500.00		
Housing Needs Survey	£ 1,500.00	£ -	0.00%	£ 900.00	Housing Needs Survey	£ -	now included in NP project	
Cemetery Extension project	£ 3,000.00	£ 150.00	8.57%	£ -	Cemetery Extension project	£ 500.00	planning advice	
Highways (VAS)	£ 2,750.00	£ 742.95	46.31%	£ 1,615.00	Highways - (Quiet Lanes & Speed Reduction)	£ 1,750.00	possible TRD contribution costs next year (s.137) (reverse uspent this year to earmarked reserves) - Quiet Lanes contribution £500	
Teen Project - MUGA & SP Replacement	£ -	£ -	-	£ -	Teen Project - MUGA & SP Replacement	£ 5,000.00	from earmarked reserves	
	£ 7,250.00	£ 962.95		£ 2,515.00	Parish Lands	£ 1,500.00	re-negotiation of lease on Recreation Ground	
					Parish Groundworks - Drainage to Coltsfoot Green	£ 2,750.00	drawing on £1500 grounds maintenance reserves	
					Cemetery Refurbishment	£ 1,250.00	£500 for immediate remedial work to path to Chapel of Rest & £750 for cemetery plan	
						£ 21,250.00		
Other Payments					Other Payments			
Recycling grant to MSC	£ 2,500.00	£ 1,285.92		£ 2,500.00	Recycling grant to MSC	£ 2,500	*indicative - not included in precept calculation	
VAT	£ -	£ 4,015.30		£ -	VAT	£ -	6000 *indicative - not included in precept calculation	
				£ 2,500.00				
GENERAL EXPENDITURE	£ 47,029.00	£ 39,589.49		£ 49,939.45	GENERAL EXPENDITURE	£ 66,533.00		£ 38,413.00
					Less other income	£ 11,080.00		
					Net Expenditure before contributions to/from reserves	£ 55,453.00		

accounted for by support for village organisations & new play equipment.

	2016/17	2017/18	2018/19	2019/20	2020 - 21 budget	2021/22 Budget	2021/22 @ 7/12ths	Anticipated Year End	2022-23
	4	7	6	6	5	5	4	7	6
Interments Expenditure									
Grounds Maintenance	£2,790.00	£2,527.00	£4,823.99	£5,394.00	£4,500.00	£ 5,000.00	£ 1,695.00	£	£ 1,700.00
Other maintenance spending									
Electricity - Chapel of Rest	£133.00	£105.00	£67.60	£95.68	£90.00	£ 100.00	£ 80.17		
Water	£113.00	£47.00	£33.53						
Administration @ 4 hours/interment				£264.00	£234.60	£ 275.00	£ 187.20		£ 280.00
Mileage/interment (0.45*20 miles)				£51.00	£45.00	£ 55.00	£ 36.00		£ 54.00
Software support					£150.00	£ 215.00	£ 193.00		£ 296.00
Total	£3,036.00	£2,679.00	£4,925.12	£5,804.68	£4,869.60	£ 5,645.00	£ 2,191.37		£ 2,111.20
cost per interment	£759.00	£382.71	£820.85	£1,024.36	£973.92	£ 1,129.00	£ 547.84		£ 351.87
Income									
Interment Fees	£980.00	£2,065.00	#REF!	#REF!		£ 2,250.00			£ 1,275.00
Memorial Fees						£ 1,000.00			£ 550.00
Grave Space Fees									£ 675.00
Total	£980.00	£2,065.00	#REF!	#REF!		£ 3,250.00	£ 1,650.00	£ 1,650.00	£ 2,500.00
Balance	-£2,056.00	-£614.00	#REF!	#REF!		-£2,395.00	-£541.37	£1,650.00	£388.80
Current Fees									
Interments									
Still Born Child or child under 18	£0.00	£0.00	£0.00	£0.00	£125.00	£ 125.00			£ 125.00
Person over the age of 18 years	£120.00	£120.00	£120.00	£250.00	£250.00	£ 250.00			£ 250.00
of cremated remains	£85.00	£85.00	£85.00	£175.00	£175.00	£ 175.00			£ 175.00
Exclusive Right of Burial									
in an earthen grave	£120.00	£120.00	£120.00	£250.00	£250.00	£ 250.00			£ 250.00
for cremated remains within the CR area	£70.00	£70.00	£70.00	£175.00	£175.00	£ 175.00			£ 175.00
Monuments, Gravestones, Tablets & Inscriptions									
A headstone	£105.00	£105.00	£105.00	£150.00	£150.00	£ 150.00			£ 150.00
a tablet on cremated remains plot	£105.00	£105.00	£105.00	£150.00	£150.00	£ 150.00			£ 150.00
each inscription after the first	£55.00	£55.00	£55.00	£100.00	£100.00	£ 100.00			£ 100.00
renewal of permit for headstone (15 years)						£ 25.00			£ 25.00
Other Fees									
Exhumation									
Transfer of exclusive rights/statutory declaration									
Search (not more than one year)				£15.00	£50.00	£ 50.00			£ 50.00
Search covering a period of more than one year - 1st year				£ 15.00	£ 15.00	£ 15.00			£ 15.00
every additional year				£ 5.00	£7.50	£ 7.50			£ 7.50
Certified copy of the register				£ 15.00	£25.00	£ 25.00			£ 25.00

or 197 if stand alone

based on six interments, 4 memorials/inscriptions and 3 grave space fees

Training Budget

	2019.20	2020.21	2021.22	£	2,022.23	
Chairmanship			100.00	£	100.00	
New Councillors	£412.00	120.00	£ 150.00	£	150.00	1 new councillor
Contribution to CILCA	£120.00	-	-			
Clerk Training	£50.00	120.00	£ 120.00	£	125.00	5 online sessions
Cllr Portfolio Training	£17.00	200.00	£ 150.00	£	150.00	6 portfolion online training sessions
	£599.00	£440.00	£520.00	£	525.00	

	2020/21	2021/22		2022-23		Notes
	Anticipated Year End	Budget	Movement	Anticipated Year End	Budget	
Movement in Earmarked Funds						
Operating Reserve	£ 9,775.25			£18,352.85		
Staff Contingency	£ -	-£	1,400.00	£ 1,400.00		-£ 1,400.00
Data protection	£ 770.00			£ 770.00		£ 770.00
Election Costs	£ 2,000.00	£ 500.00	-£ 975.00	£ 2,975.00	-£ 525.00	£ 3,500.00
Grounds Maintenance	£ 450.00		-£ 1,070.00	£ 1,520.00		£ 1,520.00
Tree Surgery	£ 1,300.00		-£ 340.00	£ 1,640.00		£ 1,640.00
Cemetery & Churchyard	£ 748.00		£ 748.00	£ -		£ -
Teen Project Replacement	£ 12,750.00		£ 5,250.00	£ 7,500.00	£ 7,500.00	£ -
Playground & Teen Project Maintenance	£ 1,015.27		-£ 759.73	£ 1,775.00		£ 1,775.00
Playground Replacement	£ -		£ -	£ -	-£ 1,000.00	£ 1,000.00
Six Acres Development	£ 2,500.00		£ -	£ 2,500.00		£ 2,500.00
Memorial garden	£ 500.00		£ 500.00	£ -		£ -
Legacy	£ 250.00			£ 250.00		£ 250.00
Day Club	£ 555.00			£ 555.00		£ 555.00
Neighbourhood Planning	£ 7,000.00		£ 1,830.00	£ 5,170.00	£ 4,500.00	£ 670.00
Safety & Security matters	£ 1,500.00		-£ 600.00	£ 2,100.00	£ 1,100.00	£ 1,000.00
Highways	£ 2,250.00		£ 2,000.00	£ 250.00		£ 250.00
Civic Event			-£ 745.00	£ 745.00	-£ 255.00	£ 1,000.00
Charitable Donations			£ 200.00	£ 200.00		£ 200.00
Total	£ 43,363.52			£26,550.00		

Movement in Earmarked Funds	Movement	Current	2022/23 Movement	Anticipated Year End 2022/23
Staff Contingency	-£1,400.00	£1,400.00	£ -	£1,400.00
Data Protection	£0.00	£770.00	£ -	£770.00
Elections	-£975.00	£2,975.00	-£ 500.00	£3,475.00
Grounds Maintenance	-£1,070.00	£1,520.00	£ 1,520.00	£0.00
Tree Surgery	-£340.00	£1,640.00		£1,640.00
Cemetery & Churchyard	£748.00	£0.00		£0.00
Teen Project Replacement	£5,250.00	£7,500.00	£ 7,500.00	£0.00
Playground & Teen Project Maintenance	-£759.73	£1,775.00	£ 750.00	£1,025.00
Playground Replacement	£0.00	£0.00		£0.00
Six Acres Development	£0.00	£2,500.00		£2,500.00
Memorial garden *	£500.00	£0.00		£0.00
Legacy	£0.00	£250.00		£250.00
Day Club	£0.00	£555.00		£555.00
Neighbourhood Planning	£1,830.00	£5,170.00	£ 5,170.00	£0.00
Safety & Security matters	-£600.00	£2,100.00	£ 2,100.00	£0.00
Highways	£2,000.00	£250.00		£250.00
Civic Event	-£745.00	£745.00	-£ 250.00	£995.00
Charitable Donations	-£ 200.00	£200.00		£200.00
Total Earmarked Reserves		£29,350.00	£16,290.00	£13,060.00
Operating Reserve		£18,352.85	51.55%	

Balance at

£ 47,702.85

* Moved to Cemetery & Churchyard

Wickhambrook Parish Council

Suffolk

Prepared 16/04/2021

Balance at 31 March 2020	£	55,087.67
Receipts		
Precept	£	35,610.00
Interest	£	20.22
Wayleaves	£	-
Ground rents	£	50.00
Chapel Rent (Players)	£	-
VAT refund	£	5,291.10
Admin	£	1,112.99
Cemetery	£	675.00
Recycling Credits	£	2,857.34
Segregated Funds (Players)	£	-
Total Receipts	£	45,616.65

Expenditure		
Administration	£	15,056.11
Services	£	3,450.54
Estates (excluding cemetery)	£	22,979.10
Cemetery	£	2,923.00
Teen Projects	£	-
Grants	£	2,750.00
S.137	£	123.50
Recycling Contra's	£	3,967.94
VAT Paid	£	6,091.01
Other	£	-
Total Payments	£	57,341.20

Opening Reserves (01/04/2020) made up of:

Operating Reserve	£	15,891.40
Data Protection	£	770.00
Elections	£	2,000.00
Grounds Maintenance	£	450.00
Tree Surgery	£	1,300.00
Cemetery & Churchyard	£	2,356.00
Teen Project Replacement	£	12,750.00
Teen Proj./Playground Maint.	£	1,015.27
Playground Replacement	£	4,000.00
Six Acres Development	£	2,500.00
Memorial garden	£	500.00
Legacy	£	250.00
Day Club	£	555.00
Neighbourhood Planning	£	7,000.00
Safety & Security matters	£	1,500.00
Highways	£	2,250.00
Total	£	55,087.67

Movement on Reserves:

£	6,116.15
£	-
£	-
£	-
£	-
£	1,608.00
£	-
£	-
£	4,000.00
£	-
£	-
£	-
£	-
£	-
£	-
£	-

Closing Reserves (31/03/2021) made up of:

Operating Reserve	£	9,775.25
Data Protection	£	770.00
Elections	£	2,000.00
Grounds Maintenance	£	450.00
Tree Surgery	£	1,300.00
Cemetery & Churchyard	£	748.00
Teen Project Replacement	£	12,750.00
Teen Proj./Playground Maint.	£	1,015.27
Playground Replacement	£	-
Six Acres Development	£	2,500.00
Memorial garden	£	500.00
Legacy	£	250.00
Day Club	£	555.00
Neighbourhood Planning	£	7,000.00
Safety & Security matters	£	1,500.00
Highways	£	2,250.00
Total	£	43,363.52

Fixed and Long Term Assets As per Asset Register	£	165,149.38
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Cash Reserves

Opening Reserves	£	55,087.67
Plus Receipts	£	45,616.65
Less Payments	£	57,341.20
Closing Reserves	£	43,363.12

Represented by

Cash at Bank	£	-
Unity Trust Current Account #	£	12,705.38
Unity Trust Instant Savings Account #	£	30,658.14
Uncashed Cheques	£	-
Petty Cash	£	-
Total	£	43,363.52

Variation -£ 0.40

Map Item	Greens	No. Cuts	Collect Arisings	Leaf Clearing	Notes
1	Attleton Green	18	No		leave small triangle at rear for wildflower colonisation
2	Coltsfoot Green	18	No		strim down into all culverts
3	Meeting Green Verge & Triangle	18	No		small triangle must be trimmed to ensure visibility
4	Nunnery Green Verges	18			verges uneven, take time in dips to obtain even cut
Cemetery & Churchyard					
5	All Saints Churchyard	18	No		Only in Churchyard, not verges or car park
6	Cemetery and Memorial Garden	18		yes	Delay cuts where bee orchids indicated, or to allow spring flowers to set seed, as agreed with contractor - when cuts delayed, cost per cut to be adjusted accordingly.
Play Areas					
7	Bury Road Play Area	18	yes	yes	
8	Cemetery Road Play Area - leaves & debris collected	18	yes	yes	
Six Acres & Recreation Ground					
9	Bowling Green (in and outer banks)	18	yes	yes	not the bowling green itself
10	Tennis Courts surrounding Grass	18			
11	Inner banks of Recreation Field and Six Acres	18			
12	Recreation Ground & Six Acres	18			*please quote for both collection of arisings, and arisings left in place
Other					
13	Footpaths per plan	8			
14	Outer banks of Recreation Field and Six Acres	3			strim/brushcut - note steep banks
15	Memorial Social Centre Grounds	16	yes		
16	Hedges - bowling green, along the track next to the rec, the beech hedge near the car park (cut one side) and the hedge around the cemetery cut hedges both sides on road & one side elsewhere.	2	yes		
17	Land to rear of Croft Close	3	yes	yes	
18	Scrub to rear of hard standing between Bowling Green and Tennis Courts	2	yes		