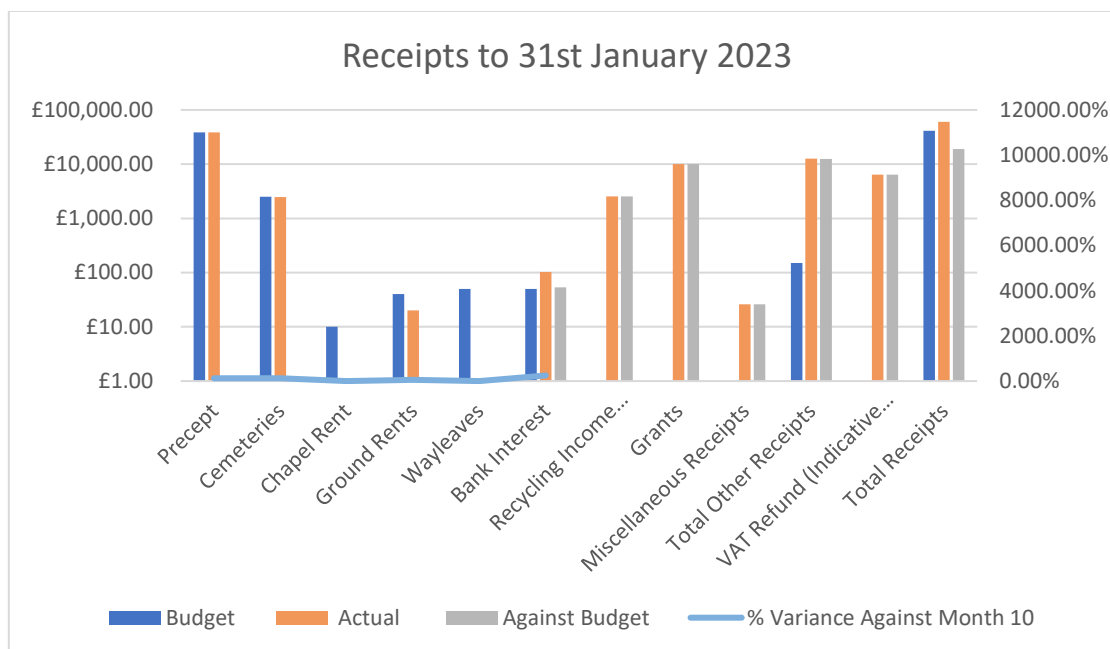


Budget Report to 31st January 2023

Income:



Notes:

Cemeteries receipts are currently higher the expected profile (the majority of receipts in Quarters 3 & 4).

Ground Rents invoiced in October (the Estates Committee having reviewed at its September meeting and determined no change). The youth football team is no longer operating, and therefore future anticipated income from ground rent is reduced by one third, to £20 per annum. Hundon may be basing their game at the Recreation Ground/Six Acres and the clerk needs to establish whether any ground rent will be payable.

Work has been undertaken to get a more accurate assessment of annual wayleave payments, and ensure back pay as payments have not been made since the pandemic. The first one-off payment of £25.86 has been made in respect of the pocket park at Bury Road.

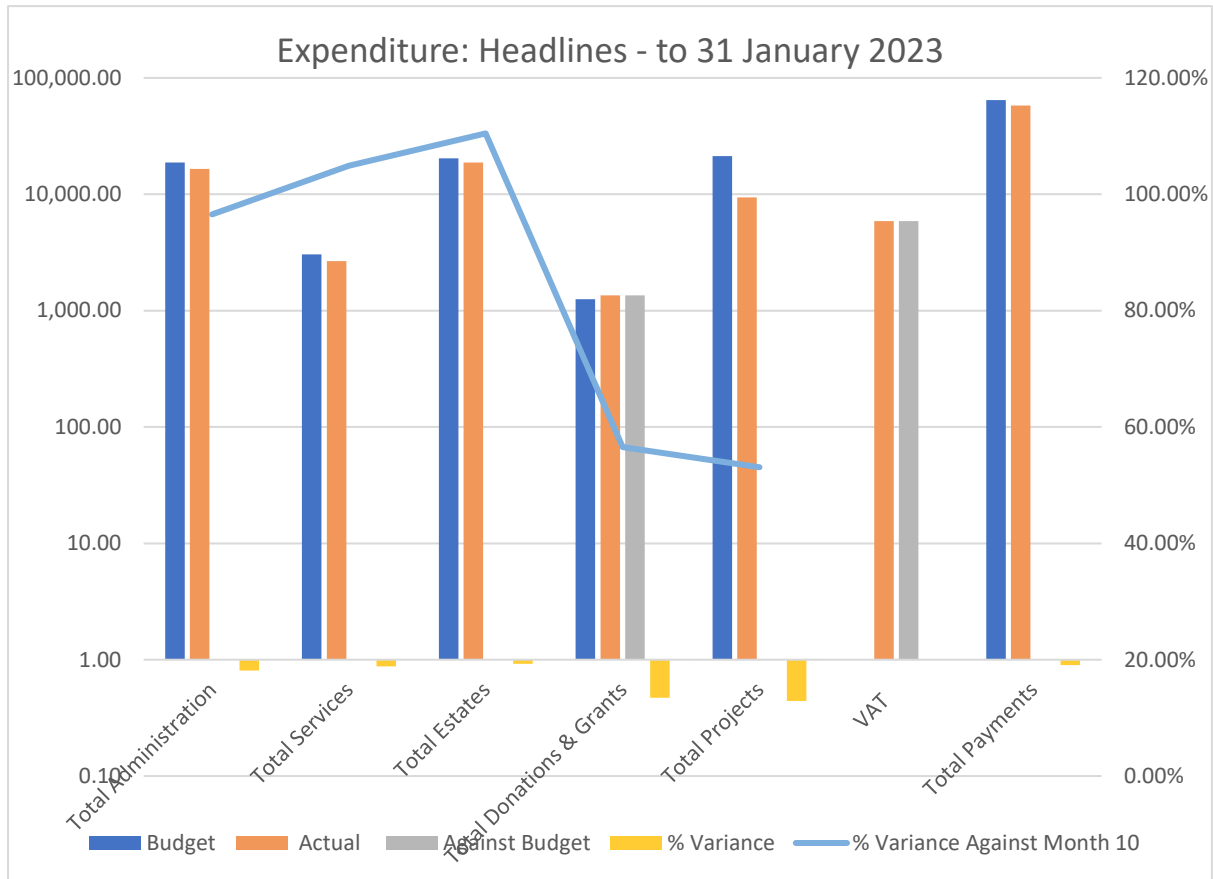
VAT claims are now submitted monthly (a total of £5788.59 received to end January '23, one claim outstanding of £106.39).

Recycling income is paid bi-annually, the payment for Oct'21 – March '22 has now been paid out to the Memorial Social Centre.

The grant application to Locality for Neighbourhood Planning in the sum of £9,997.00 was approved by Groundworks and paid in September – this has been applied against the NP budget line. The majority of this should be paid out in Quarter 4. Any unspent will have to be refunded back after Year End.

Precept payment was made at end of April, later than in previous years, and this should be noted for future years as can have an impact on operating reserves between year end and payment.

Expenditure:



Notes:

Administration: The spending profile is skewed towards the first two quarters of the year, when most subscriptions and insurance fall due. Some payments were delayed into early May.

Services: Profile is skewed to first half of year when software subscriptions fall due.

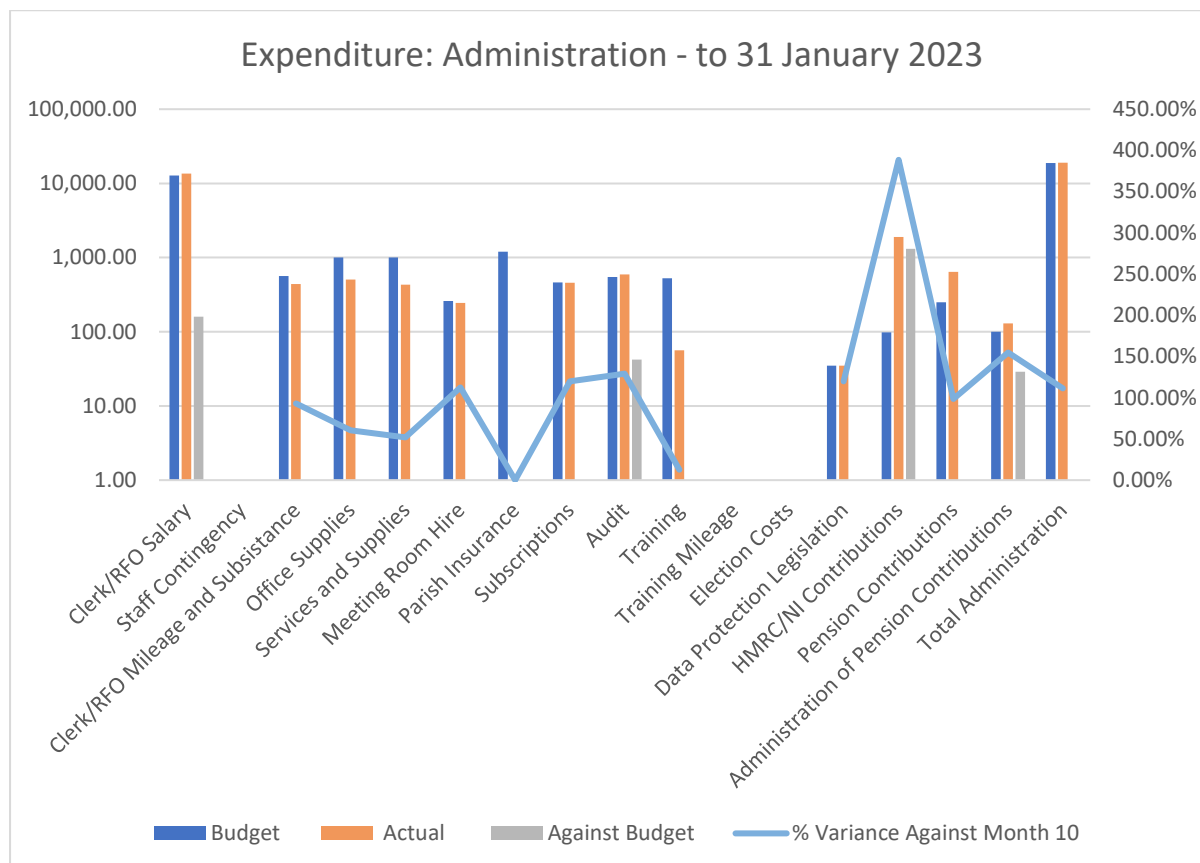
Estates: Grounds contract invoicing is now monthly – excess expenditure over budget on cemetery grounds commitments from previous financial year.

Donations & Grants: Expenditure under this heading from donations approved at the last meeting in the financial year. Sufficient funds in earmarked reserves to cover budgeted donations expenditure for this f/y.

Projects Major spend is likely to be Neighbourhood Plan in early February/March 2023.

VAT income and expenditure set as indicative levels and not included in precept calculation or budget lines.

Administration

**Notes:**

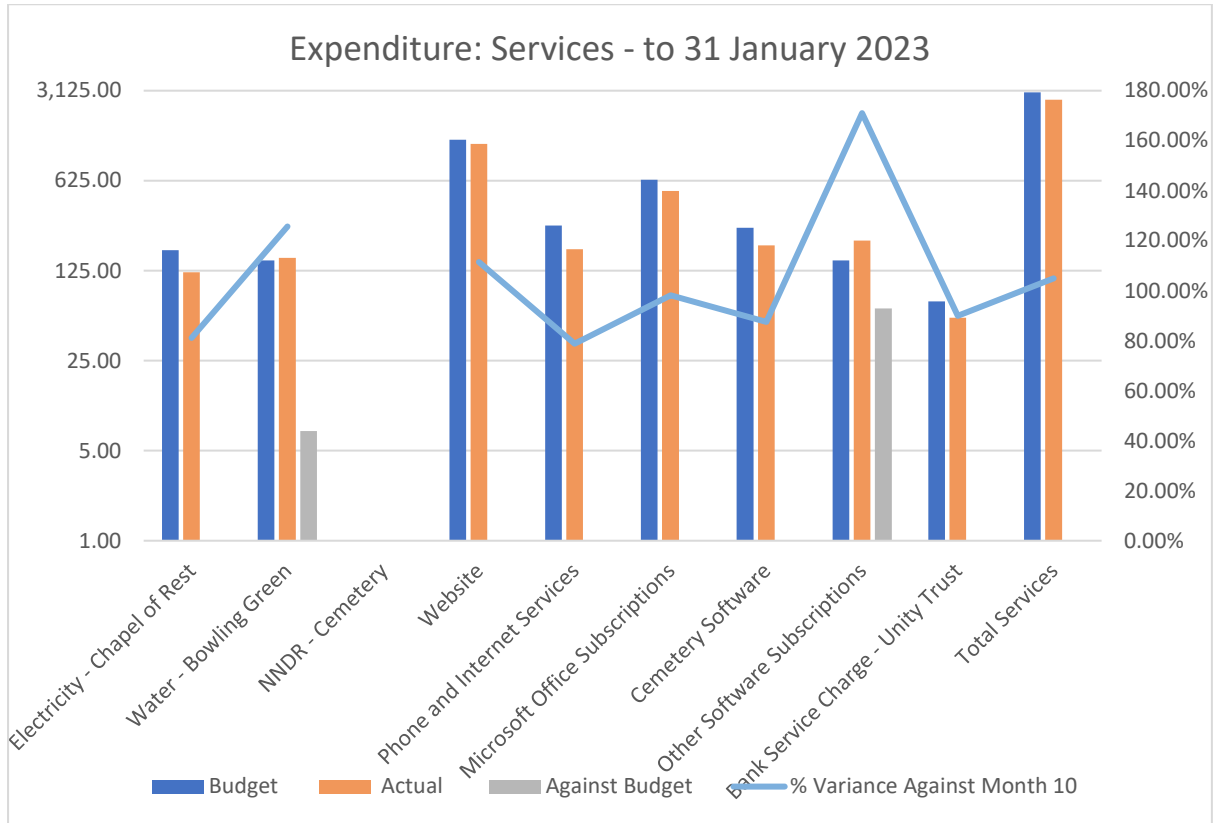
Insurance – Two insurance premiums paid out in the previous financial year due to a change in insurance provider – (see Min. 22.02.9.6). Insurance for next FY to be paid in March and likely to be in the region of 12% over budget due to inflationary pressures in the past six months (£1345.58 against a budget of £1200). The budget could be adjusted by drawing down the balance from Earmarked Reserves (Insurance - £245.00)

Training – New Councillor and Chairman’s training still to be booked.

Salary – uplift on 2021-22 National Pay Award, a change to the clerk’s tax banding and a crossover on the switch to NEST resulted in expenditure over budget which was addressed at the September meeting by a reversal of the underspend transferred to Earmarked reserves (£1695.00 to Staff contingency, **Min 22.09.13 refers**).

Application of uplift on annual increments as agreed at the November meeting (Min. 22.11.21), together with pension and Tax/NI (£1400) could be drawn down from Staff contingency earmarked reserves). The clerk has sought advice on the correct calculation for Tax/NI & Pension contributions for budgeting in future years. Staff salary is anticipated to be an overspend of £159.88 (1% of budget). There is an anticipated equivalent underspend against budgeted pension contributions and an anticipated overspend on HMRC/NI contributions (apx £1300). As there is an anticipated underspend across the administration equivalent to this, the parish council may consider it unnecessary to adjustment/draw down from Earmarked reserves.

Services

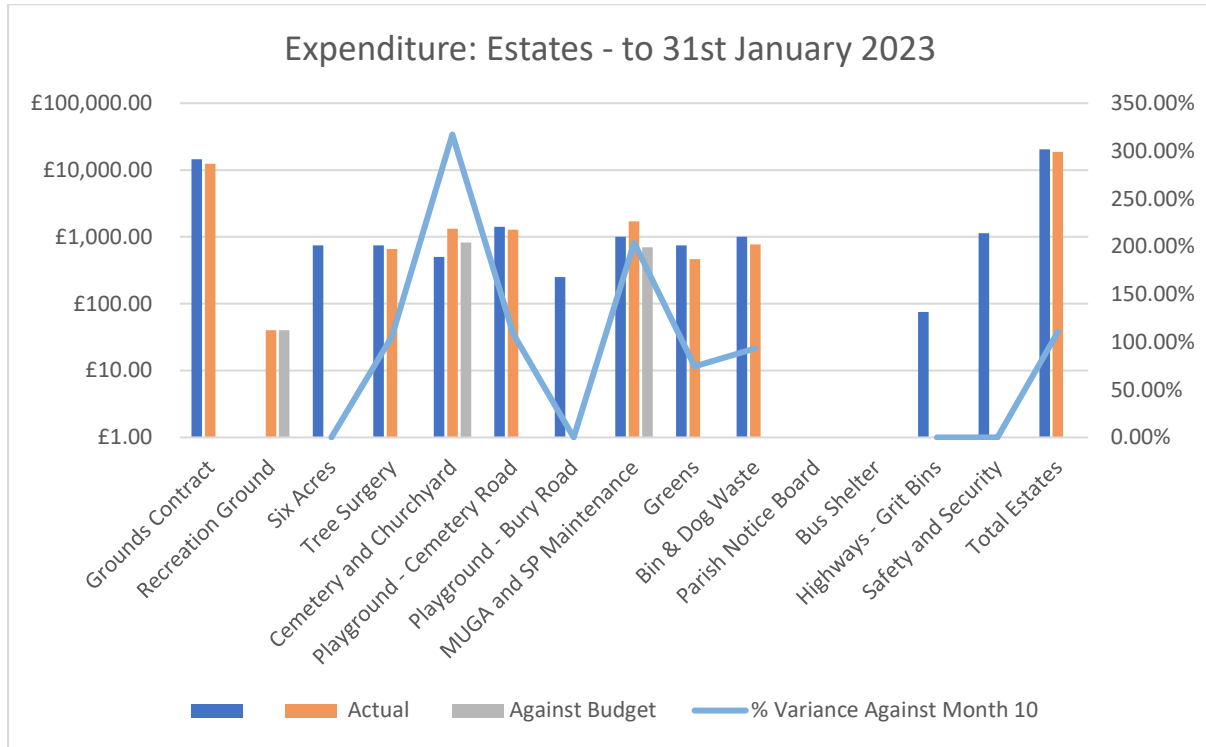


Notes:

Initial savings on new contract for electricity likely to hold despite increases in energy prices. A new smart meter has now been installed.

Water supply to bowling green requires monitoring and quarterly meter reading. A particularly dry summer accounts for a higher than anticipated useage which may be offset as we move into the winter months. A meter reading has been obtained and regular readings scheduled to monitor consumption in future years.

Estates



Notes

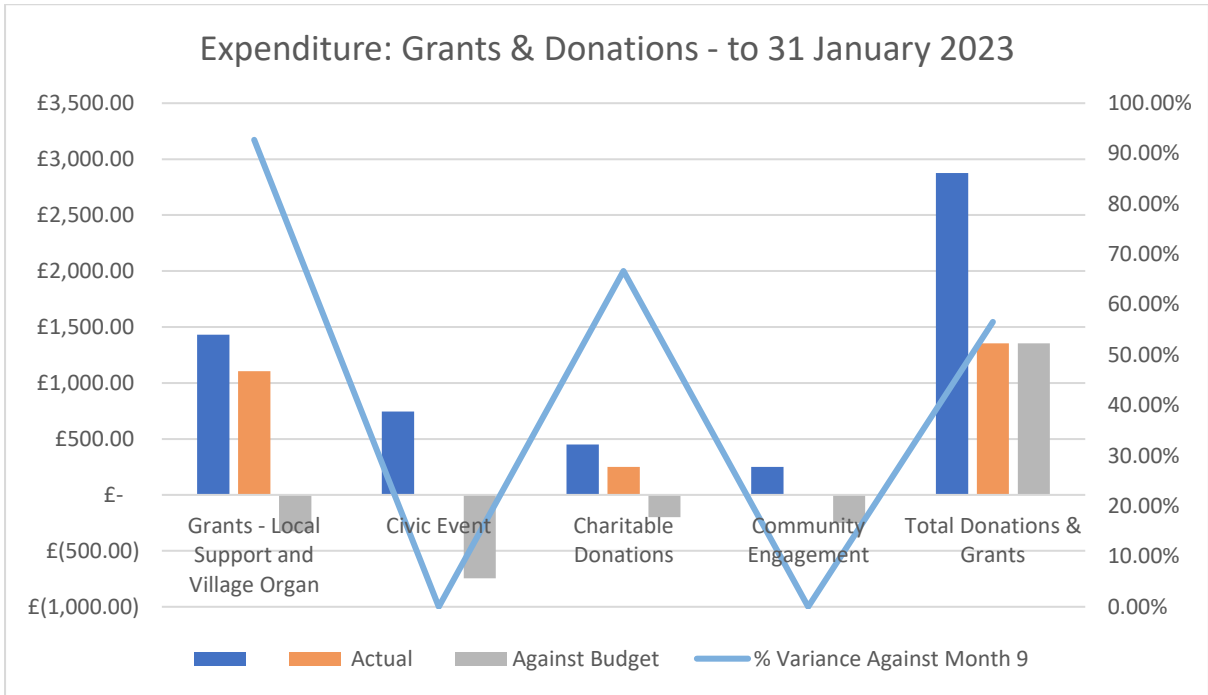
A move to identifying any groundworks required during budgeting process to reduce/eliminate spending over budget in future financial years.

Delay in sourcing a provider for maintenance work to Cemetery Road Play Park (Min. EC.22.02.9.1 refers) necessitated a virement of £663.68 from Earmarked Reserves (Playground & Teen Project Maintenance) to Revenue budget (Playground, Cemetery Road) leaving a balance of £1275.00 in Earmarked Reserves (**Min 22.0412 refers**). Despite this, spending on both budget lines likely to come in under budget, although work is ongoing to source parts and address issues at both play parks (costs likely to fall in new financial year).

Spending on dog waste bags is higher than in previous years and messaging to users of the Recreation Ground and Six Acres to encourage dog walkers to bring their own bags has been delivered through the website and facebook. There remains an underspend on this budget line despite this.

The clerk is working to identify grit bins which should have been supplied by Suffolk County Council on switch from heaps to grit bins, but it is likely that some spend on purchasing of additional grit bins is likely to be necessary in the next financial year.

Charitable Donations & Grants

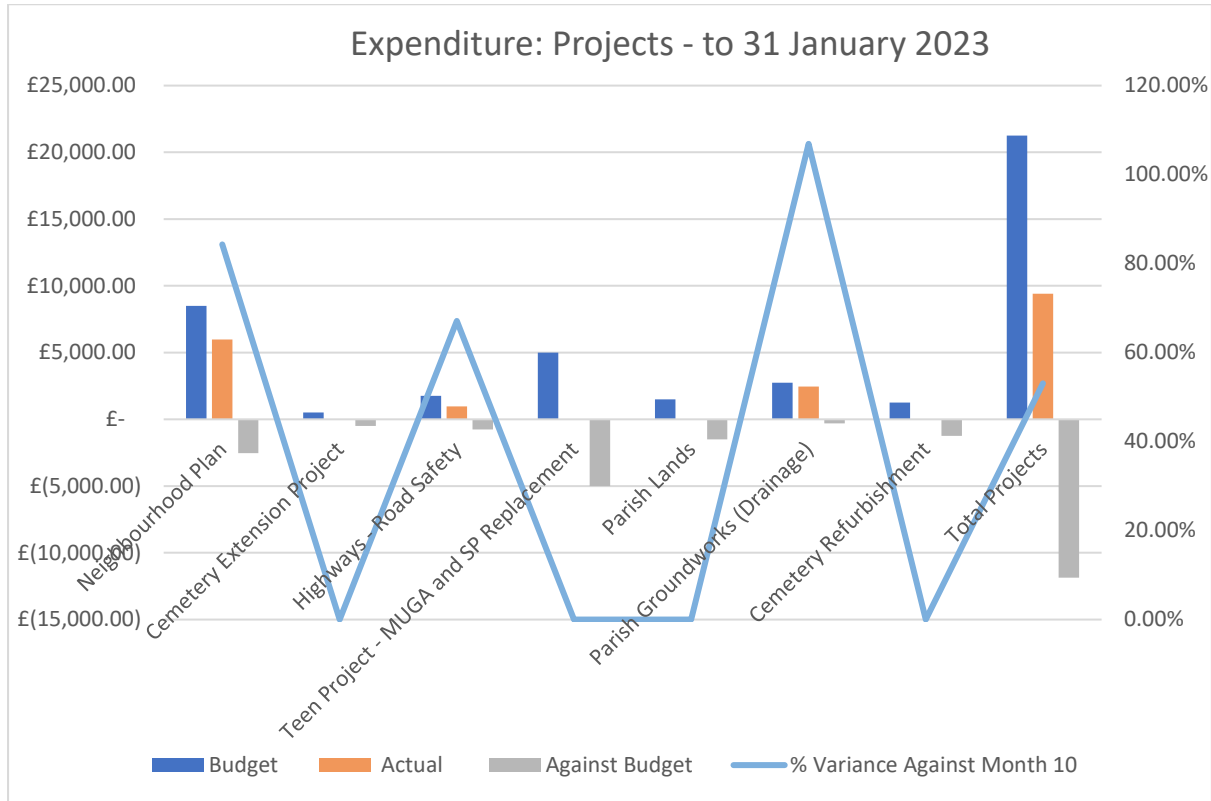


Notes:

Payments on Charitable Donations approved in previous financial year debited in current year. Funds drawn down from Earmarked Reserves (£200 – Min. Ref 22.02.12.2) leave a balance of £200 for Charitable donations in the current financial year.

A local organisation grant awarded in November and March has now been paid. The underspend on the previous financial year budget was transferred to Earmarked Reserves and has since been applied back against the budget line Grants – Local Support and Village Organisations.

Projects



Delays at Suffolk County Council mean that the Speed Survey planned for Wickham Street did not take place until March. A locality grant from Cllr Bennett underwrote the cost of this survey. If there is evidence for reducing speed limit from 40mph to 30mph, the cost of the RTO (to be shared with Stradishall) is likely to fall in the current financial year, for which there are earmarked reserves.

Housing Needs Survey – the survey undertaken by Cambs Acre, has been paid against the Neighbourhood Plan Budget. Neighbourhood Plan project has now started and costs are coming in which will show on future reports. The Locality Grant applied for (£9997.00) was paid in September and will be applied against the Neighbourhood Plan budget line.

Cemetery Extension project on hold following advice from landowner that they do not wish to sell at present, but will give parish council first refusal on land if they decide to sell in future.

MUGA re-development project could make future use of earmarked reserves under the following lines:

- Teen project and replacement
- Six Acres Development

Overview:

Although a move to BACS has resulted in more timely payments and a reduction in commitments from one financial year being paid in the next it is important to be aware of this, as delayed payments may on occasion result in an overspend against the budget lines and an identified need to reverse the virements in May arising from the underspend in the previous financial year.

Reserves:

Movement in Earmarked Funds	01 April 2022	April	Transfer Unspent Funds	June	July	August	September	October	November	December	Movement	Current	
Staff Contingency	£ 1,400.00		-£ 1,695.00				£ 1,695.00				£0.00	£1,400.00	
Training	£ -		-£ 175.00								-£175.00	£175.00	
Data Protection	£ 770.00		-£ 185.00								-£185.00	£955.00	
Elections	£ 2,975.00	-£ 500.00									-£500.00	£3,475.00	
Insurance	£ -	-£ 245.00									-£245.00	£245.00	
Grounds Maintenance	£ 1,520.00	£ 1,520.00	-£ 995.00								£525.00	£995.00	
Tree Surgery	£ 1,640.00										£0.00	£1,640.00	
Cemetery & Churchyard	£ -		-£ 3,000.00								-£3,000.00	£3,000.00	
Teen Project Replacement	£ 7,500.00	£ 7,500.00									£7,500.00	£0.00	
Playground & Teen Project Maintenance	£ 1,775.00	£ 750.00	-£ 913.68	£ 663.68							£500.00	£1,275.00	
Playground Replacement	£ -										£0.00	£0.00	
Sk Acres Development	£ 2,500.00										£0.00	£2,500.00	
Memorial garden *	£ -										£0.00	£0.00	
Legacy	£ 250.00										£0.00	£250.00	
Day Club	£ 555.00										£0.00	£555.00	
Neighbourhood Planning	£ 5,170.00	£ 5,170.00	-£ 995.00								£4,175.00	£995.00	
Safety & Security matters	£ 2,100.00	£ 2,100.00									£2,100.00	£0.00	
Highways	£ 250.00		-£ 2,125.00								-£2,125.00	£2,375.00	
Grants - Local Support & Village Organisations	£ -		-£ 750.00	£ 680.00							-£70.00	£70.00	
Civic Event	£ 745.00	£ 495.00									£495.00	£250.00	
Charitable Donations	£ 200.00	£ 200.00	-£ 50.00								£150.00	£50.00	
Total Earmarked Reserves	£ 29,350.00	£ 16,990.00	-£ 10,883.68	£ 663.68	£ -	£ -	£ -	£ -	£ -	£ -	£9,145.00	£ 20,205.00	
Operating Reserve	£ 9,478.60											£22,072.13	62.00%
Total Reserves	£ 38,828.60										£9,145.00	£ 42,277.13	

Operating reserves at end of January '23 were £20,697.46, 58.14% of precept value (should not be less than 25%).

Recommendation:

The parish council draw down £245 from Earmarked Reserves – Insurance to apply against the Insurance budget line.