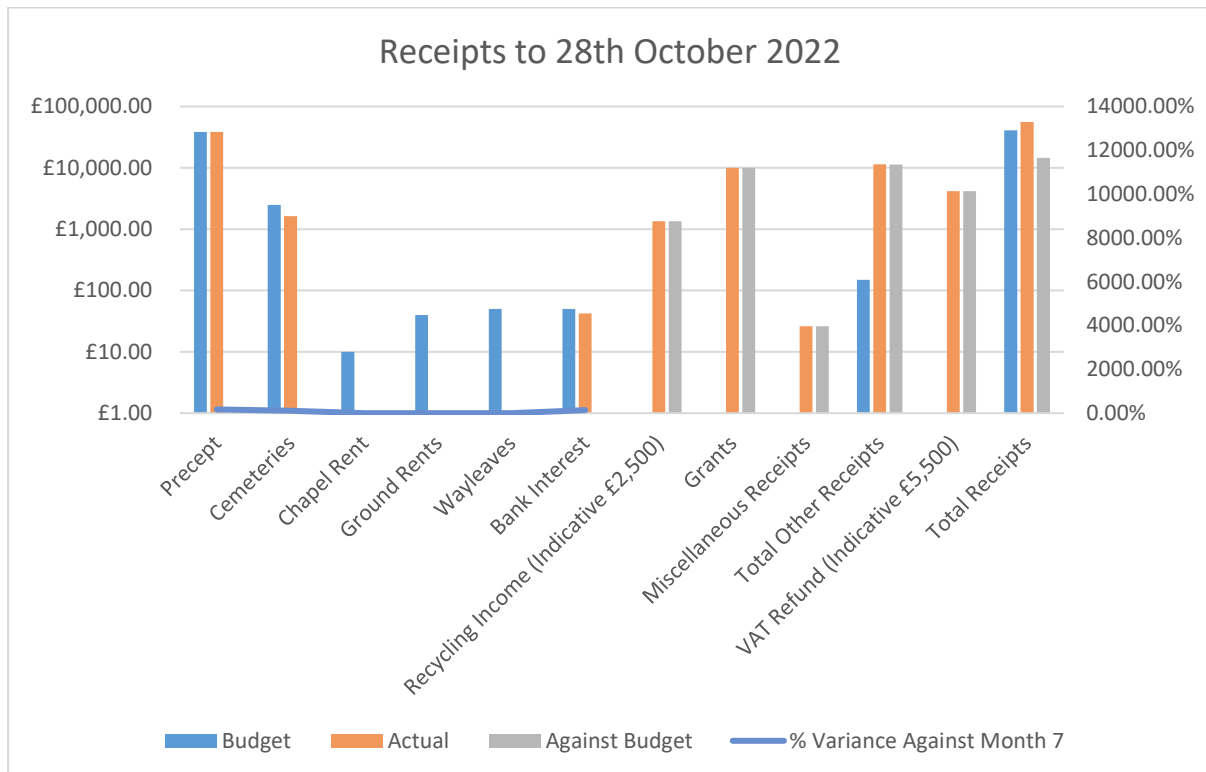


## Draft 3 Year Plan

A summary of income and expenditure against budgets (to 28th October 2022) relevant to the Estates Committee is set out below:



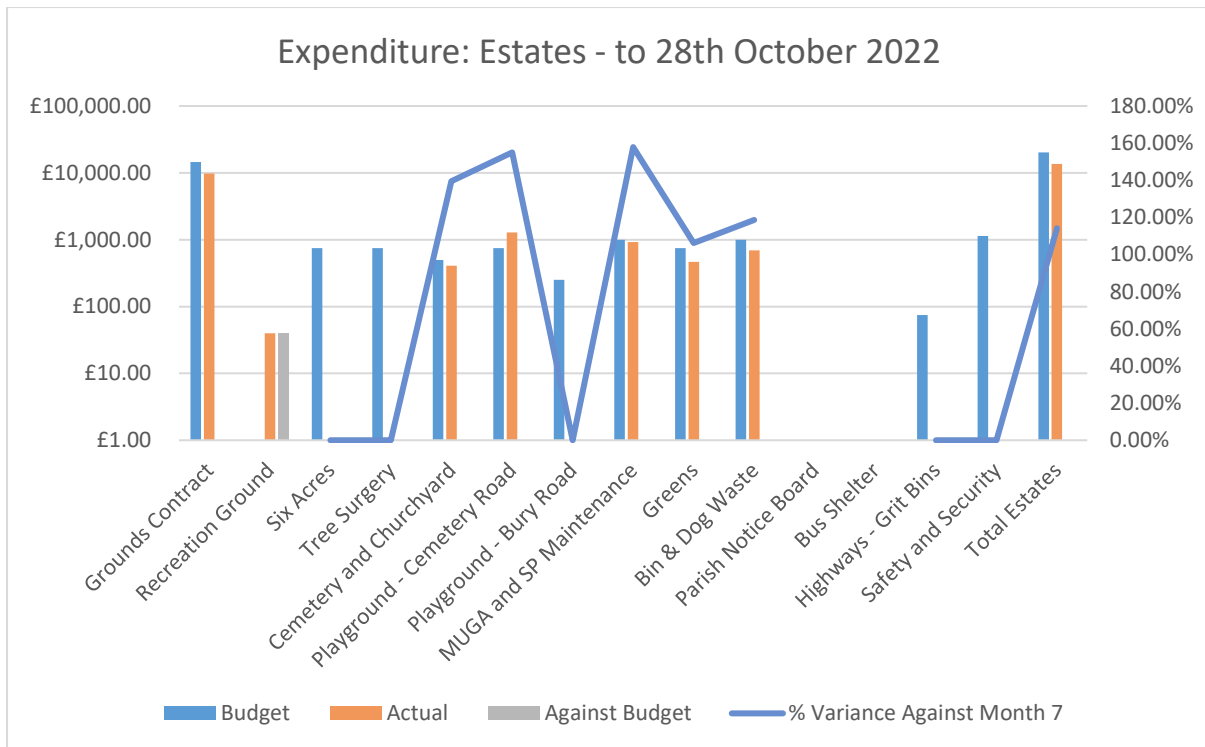
### Notes:

The majority of cemetery fee income falls in Quarters 3 & 4. On this basis, the receipts for cemeteries are greater than budgeted for in the current financial year.

Ground Rents invoiced.

VAT claims are now submitted monthly (£4172.43 received to date)

Recycling income is paid bi-annually (£1348.60 received and paid out for Oct '21 – March '22).



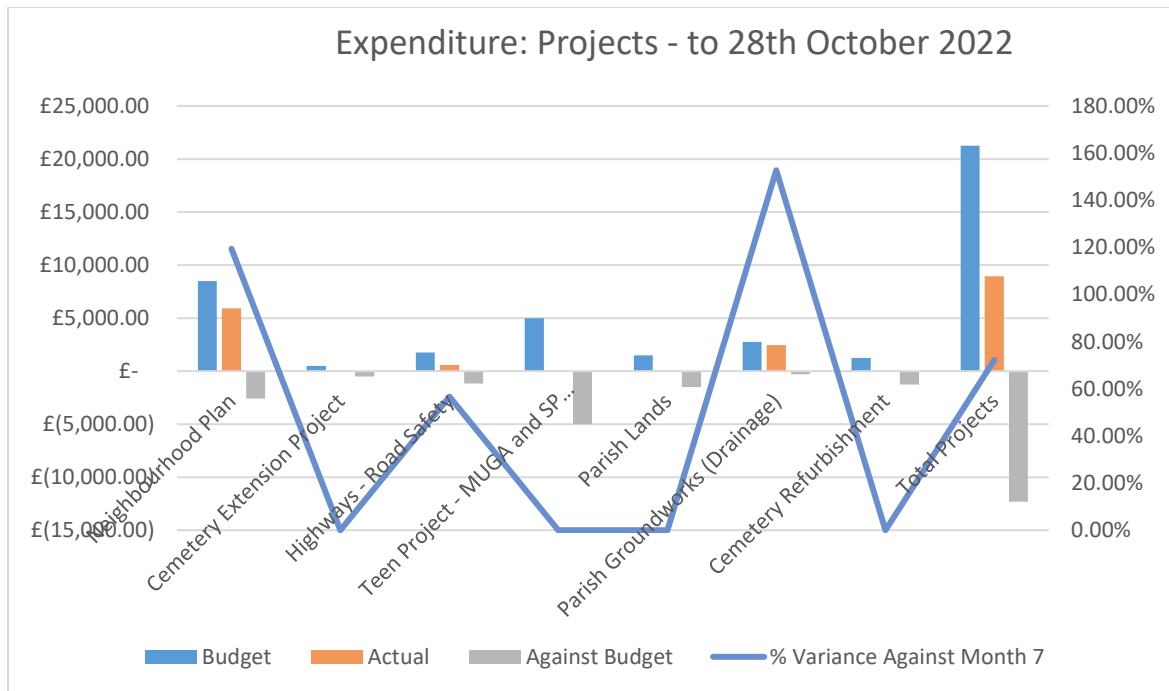
**Notes**

Grounds Contract expenditure profile skewed to 1st half of financial year. Unless there is a need for additional cuts over and above the spec in the remaining two months of the year (November and February), this should come in slightly under budget.

Six Acres – There has been no spend on Six Acres to date. A proportion of this budget (£187.50) is now budgeted to go towards the Miscellaneous and Urgent Parish Work (M/R 22.04.12 & 22.0710). This would leave sufficient balance to consider purchase of new benches, and replacement of posts in the vicinity of the Tennis Courts.

Tree surgery is scheduled for late October (anticipated costs within budget).

Cemetery & Churchyard – Grave Space markers have been purchased and costs under budget.



Cemetery Refurbishment - Work to drive leading to Chapel of Rest is yet to be invoiced (£450 plus VAT). A Cemetery plan has yet to be approved and work instructed. Work to develop the old MUGA space has yet to be agreed and approved. A move to identifying any groundworks required during budgeting process to reduce/eliminate spending over budget in future financial years.

The clerk has summarised projects and works to parish assets which have been identified by councillors and the clerk to address and has provisionally scored them in order to prioritise the work across the next 3 financial years, as the basis for a strategic plan for the committee (attached as **Appendix B**).

Provision in the draft budget has been made for the following:

- Work to Trees at Chapel of Rest
- Replacement of play equipment (spinning pole) at Cemetery Road
- Fencing of play area(s)
- Drainage of Pond(s) at Coltsfoot Green/Attleton Green
- Improvement of FP25 to base of steps onto Six Acres
- Memorial testing and actions arising from this
- Taking on responsibility for Memorial Clock
- Cleaning of War Memorial

A draft budget report ([WPC.21.11.08](#)) will be submitted to the parish council's November meeting.

**Action:**

**Committee members are asked to discuss and agree spending priorities for the next financial year, which will be reported back to the parish council.**

Hilary Workman  
Clerk & RFO  
November 2022

Item/Activity/Project	Quotes received to date	Likely Cost	Notes	Financial Impact	Urgency	Importance	Priority Score	Year	1st Report to Committee	Notes
		£336 – annual subscription	Provides advice on Health and Safety					Current FY	February	
Memorial Testing and actions arising from this	Abbey Memorials; £2 plus VAT per memorial & £15 plus VAT Lay flat or stake and Band - IMI £3.80 plus vat per memorial. & £5-£10 per memorial lay flat or stake & band respectively. £250 surcharge for less than £500 memorials. Avg £250 memorials tested in one day.	£1000 - £5000	could do 20% of stones each year @ £600		2	3	3	18 Year 1		
Work to Parish Trees (Chapel of Rest)		Less than £500	to remove two trees nearest to building in avenue to Chapel of Rest		3	2	1	6 Year 3		
Replacement of Play Equipment (Cemetery Road)	Accessible spinners £1100 - £2790 excluding delivery and installation	£1000 - £5000	Aim for a spinner as this is what was removed		3	2	2	12 Year 2		More likely to get grant to offset where spinner is an accessible piece of play equipment.
Replacement Fencing (Bury Road)	Cost quoted in 2020 £5000	Over £5000	repeated comments on play inspection reports		2	2	2	8 Year 2		
Drainage of Pond(s) - Coltsfoot Green	Cost quoted in 2021 £890	£500 - £1000	carried over from current year		3	3	2	18 Year 1		
Improvement of FP25 to base of steps onto Six Acres	Paid £1600 in 2021/22. PROW Officer estimated probably double now.	£1000 - £5000	50Metres completed in 2021. Frequent requests for extension.		3	2	2	12 Year 2		would need grant - perhaps scc
Taking on Memorial Clock as a Parish Asset	Pro rata (as of today) £182.46 Annually - £348.68	£500 - £1000	Also need to include cost of legal agreement		3	3	2	18 Year 1		
Cleaning of War Memorial	£500 in 2021. IMI £1950. Abbey Memorials £1995	£500 - £1000	Move to Tri-annual?					0 Year 2		
Cemetery Gates (re-hang)	Last Year - Blake & Bull £5850 plus VAT. Countryside Gates £5097 plus VAT	Over £5000						0 Year 2		
Cemetery Drive – lift damaged macadam and replace with gravel and edging	Quoted 2021: Shingle £5k, Macadam £8k, Blockpaving £12K Macadam with edging £5.3k	Over £5000	macadam likely to break up over time, block pavements require a lot of work to maintain					0 Year 3		
Replacement of six White Posts at Tennis Courts	<a href="https://www.thesolarcentre.co.uk/products/Mini_London_Solar_Post_Lights_Set_Of_4_Anthracite_Edition-1133-7.html">https://www.thesolarcentre.co.uk/products/Mini_London_Solar_Post_Lights_Set_Of_4_Anthracite_Edition-1133-7.html</a> £34.99 for set of four - spiked	Less than £500			3	2	2	12 Year 1		
Fencing to hedge adjacent to cemetery	Estate Railings from £51.99 per meter for 1.2m high plus installation - 26M = £1351	£1000 - £5000			3	3	2	18 Year 1		will investigate grant opportunities
Re-painting of BT Call Box	Materials apx £100	Less than £500	Depends on whether can recruit a working party, or need to get quotes/		3	2	2	12 Year 1		