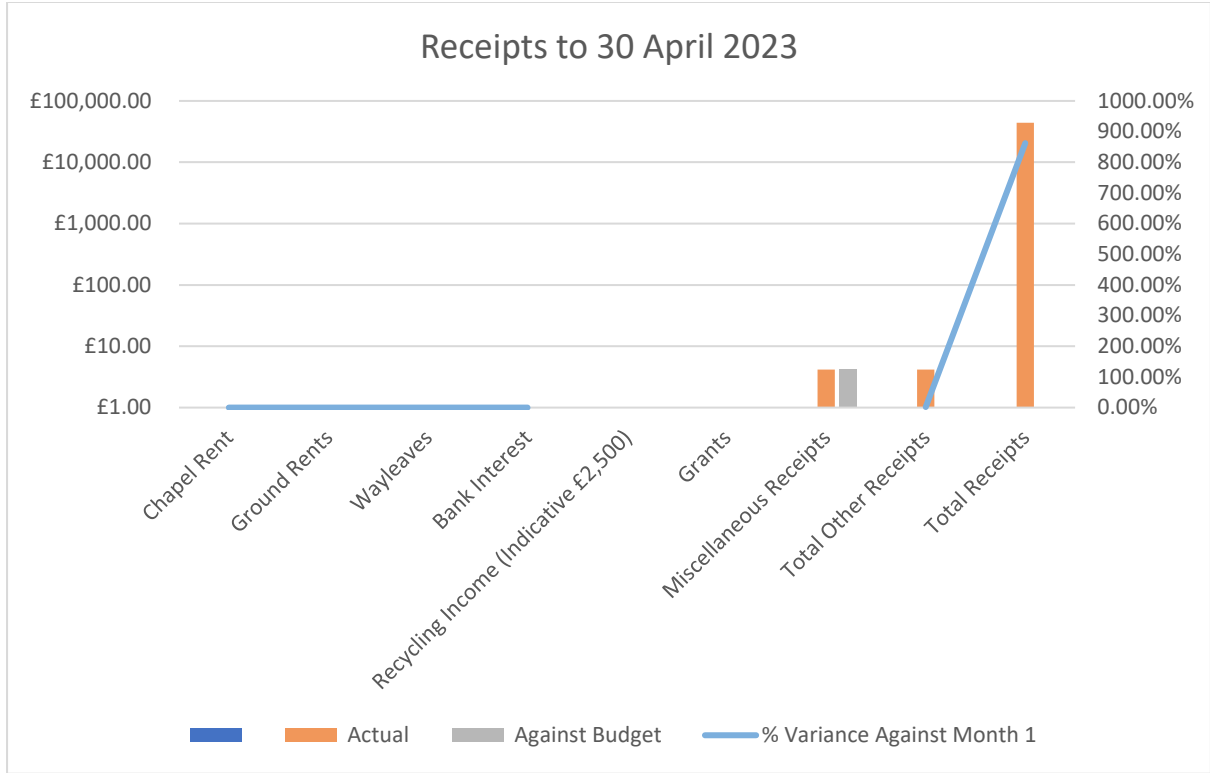


## Budget Report to 30 April 2023

### Income:



### Notes:

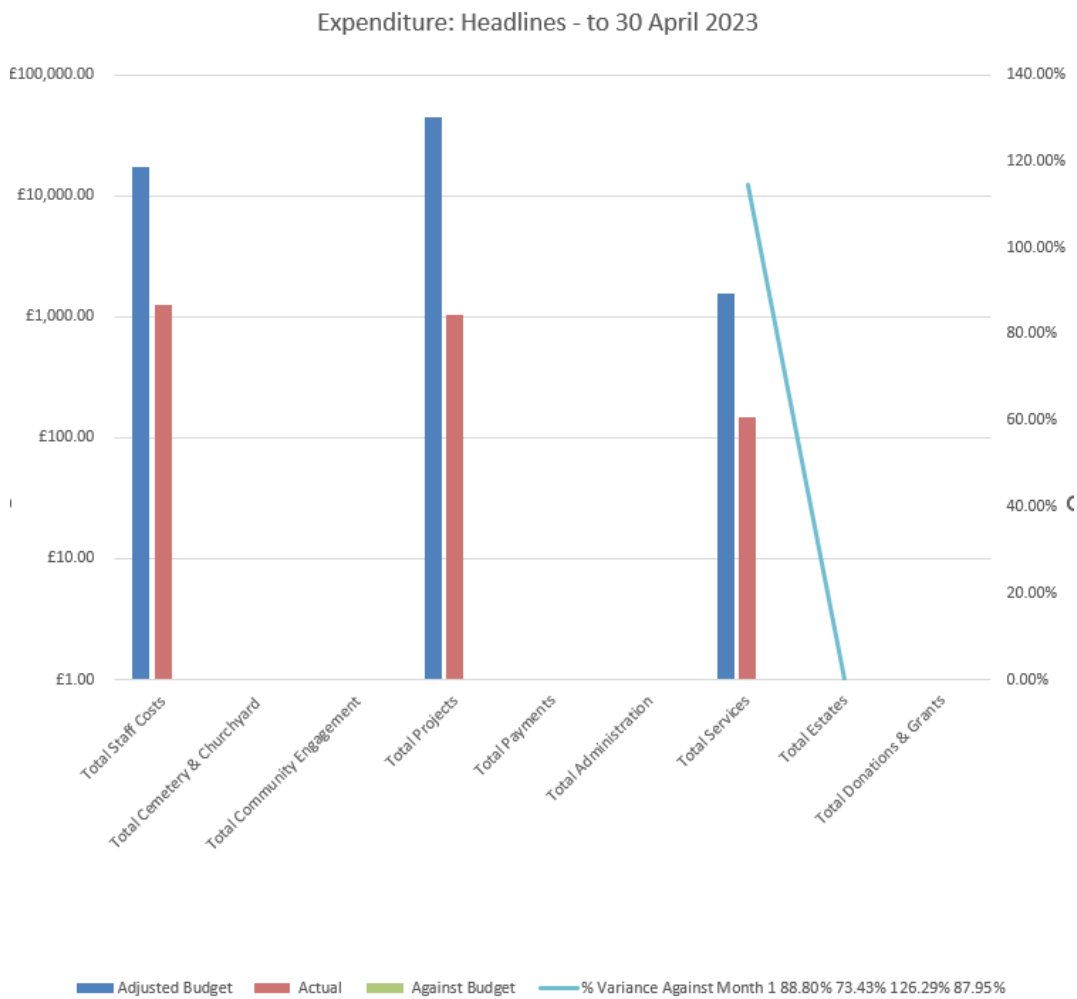
The majority of receipts for Cemeteries take place in Quarters 3 & 4.  
Ground Rents to be invoiced in June.

VAT claims are now submitted monthly (£1287.72 received to date, one claim £550.49 outstanding)  
Recycling income is paid bi-annually (next payment due Sept/Oct).

One grants for first aid cover for the Fete and Flower Show £220 has been approved, but not yet paid.

Precept payment £42,739 has been received.

Expenditure:



Notes:

**Administration:** The spending profile is skewed towards the first two quarters of the year, when most subscriptions and insurance fall due.

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

**Estates:** Grounds contract invoicing is now monthly

**Donations & Grants:** No Comment

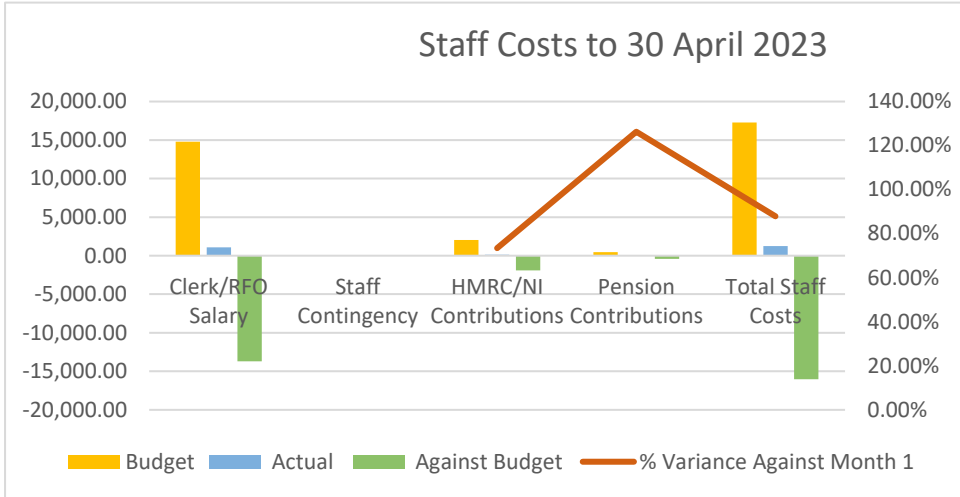
**Projects** Replacement Teen project spend (Senior Wooden Goal End) has now been paid in full (75% balance will show in May payments).

The summaries have been sourced from the new accounting software – some adjustment has been made to the profiling of payments.

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

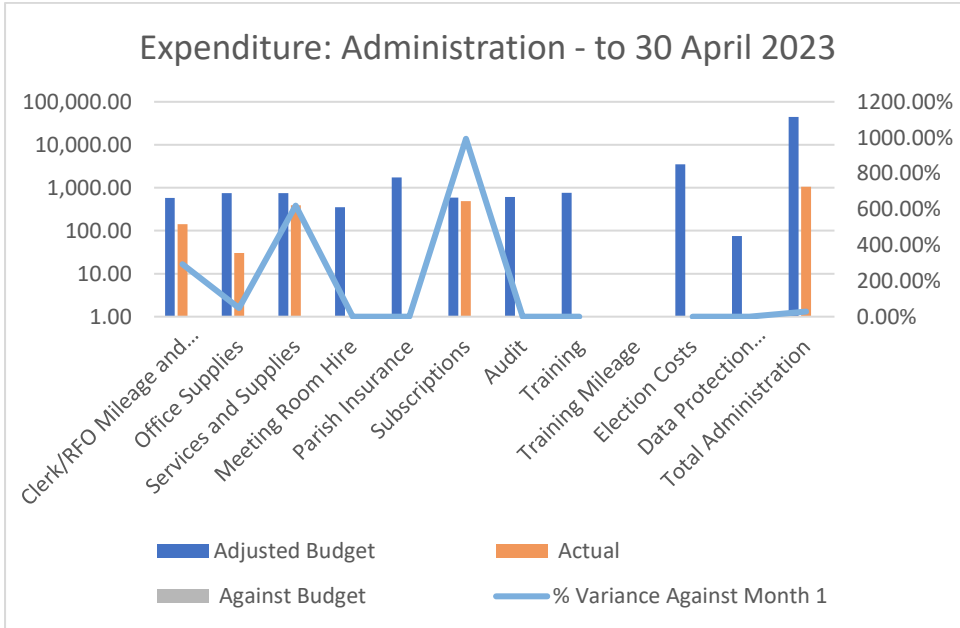
Hilary Workman  
 Clerk & RFO  
 May 2023

**Staff Costs**



Pension contributions as a variance against monthly profile appear higher than expected despite the budget having been based on standard percentage of pension contributions against salary. To monitor.

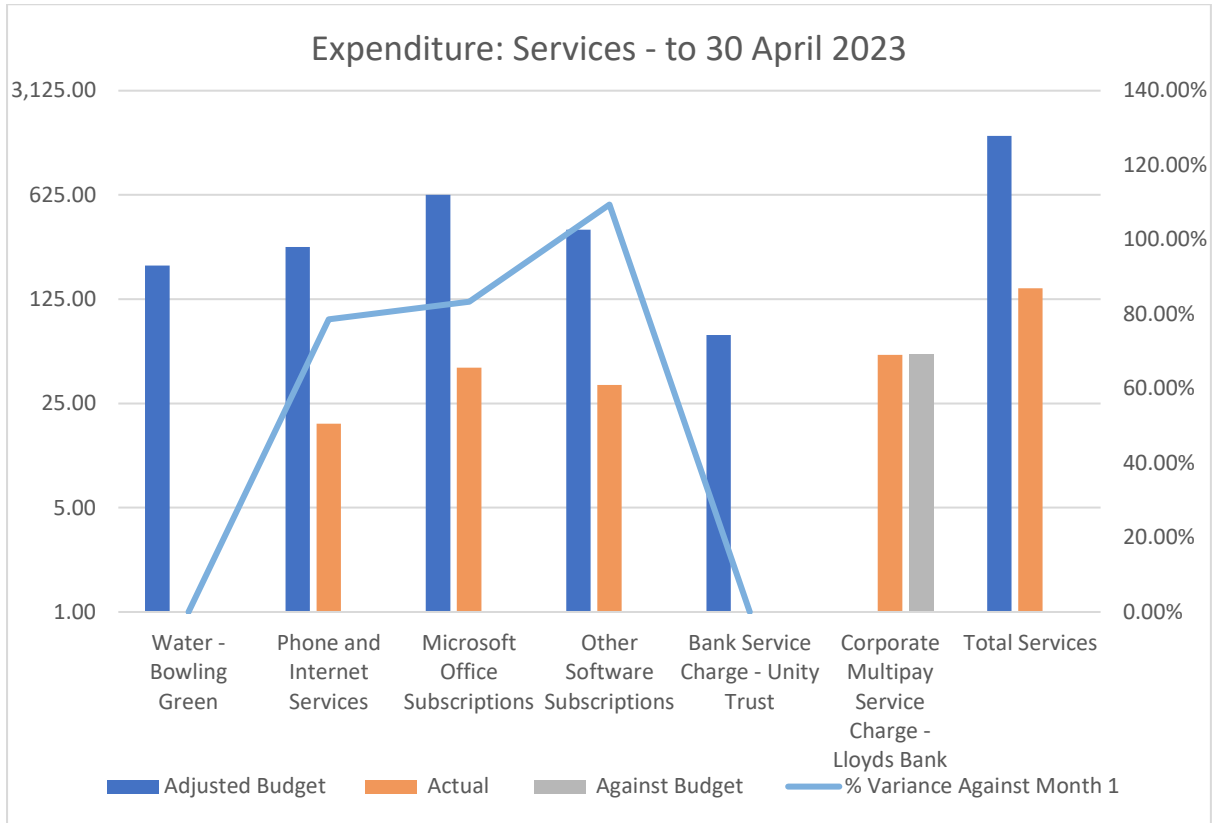
**Administration**



**Notes:**

The parish election was uncontested and the charge for this is expected to be £100. Cllrs may wish to consider how to re-allocate the unspent budget (for example, a transfer back to Earmarked Reserves, or across to other revenue lines) for a formal decision at the July meeting.

Services

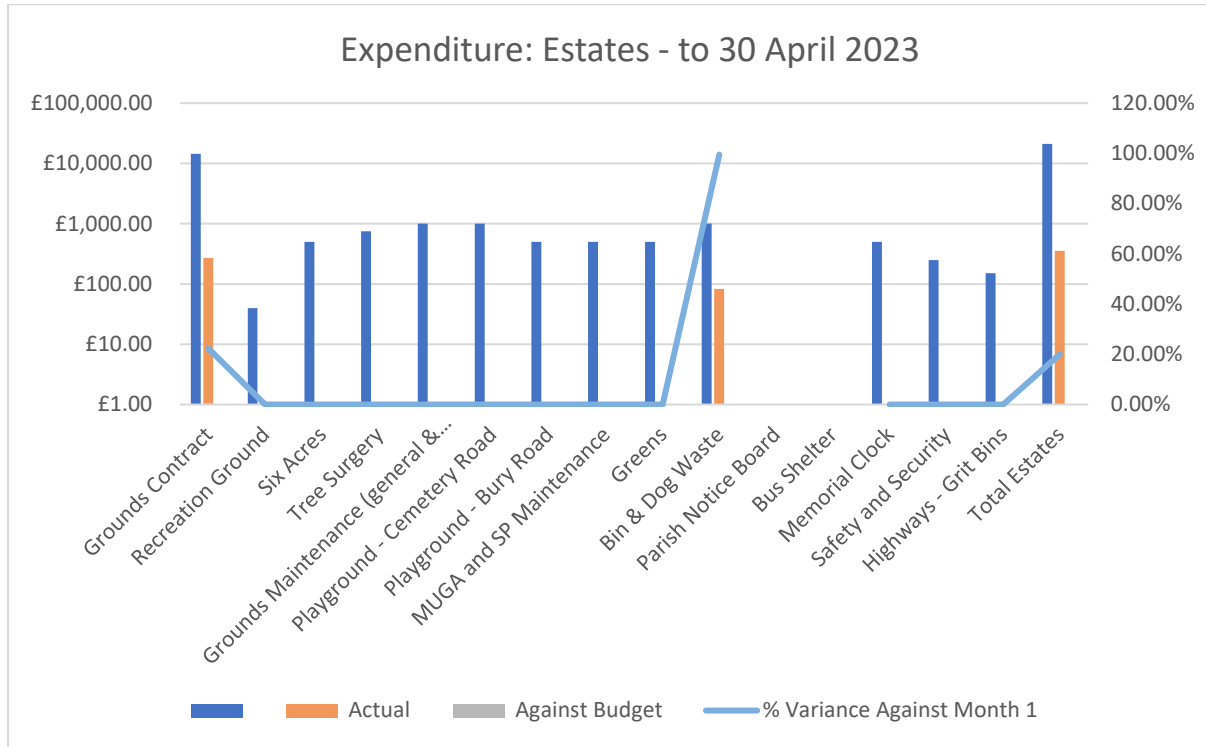


Notes:

All payments relating to the Cemetery have been listed under a separate single heading for ease of reporting.

The Corporate Multipay card has now been set up. There was a set up charge of £50, and monthly administration charges are £3. This had been included in the Services and Supplies but would be better reflected under a separate budget line, with £86 being transferred from Services and Supplies.

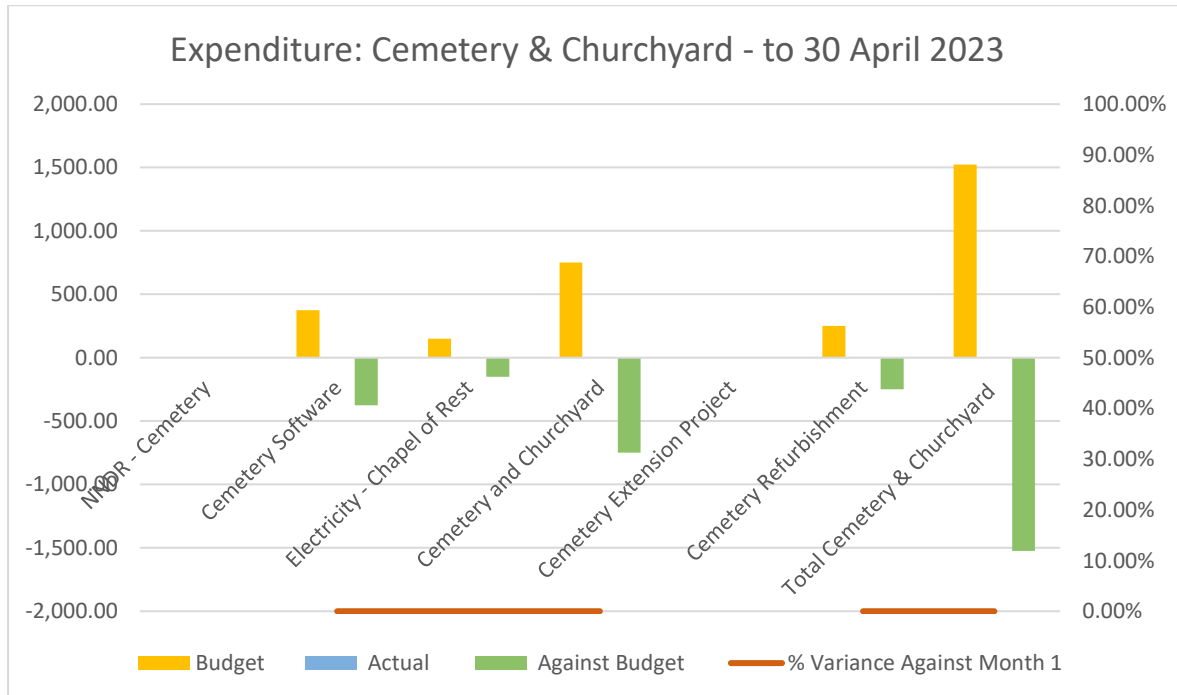
**Estates**



**Notes**

No issues identified. Agreement reached with Grounds Contractor that where only part of the cemetery is cut to allow for seeding of wild flowers, the reduction will be applied in that month, rather than offsetting against a future cut.

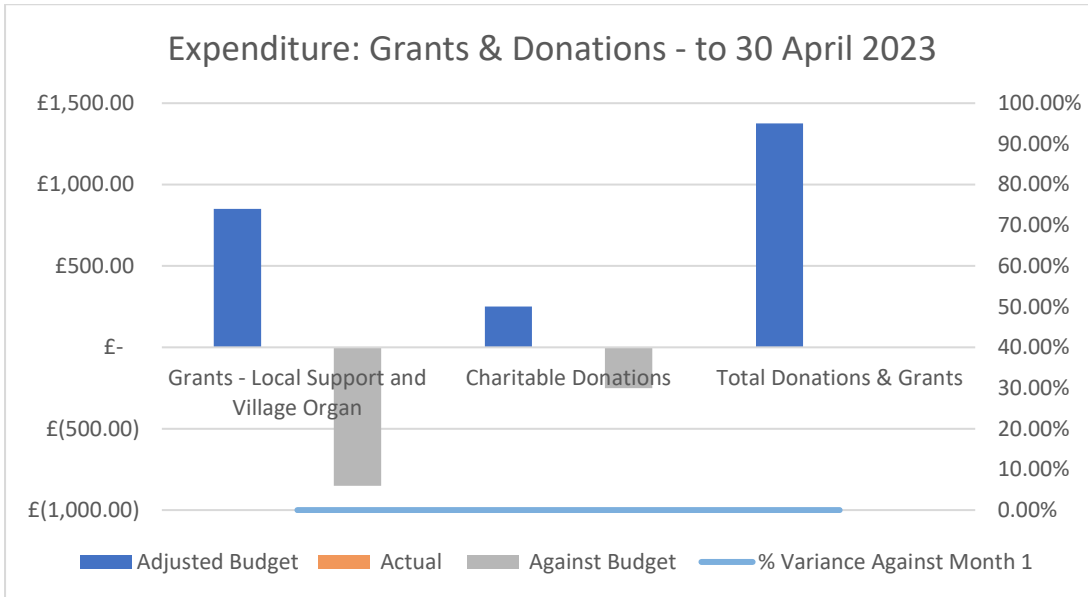
**Cemetery**



No issues identified.

Hilary Workman  
 Clerk & RFO  
 May 2023

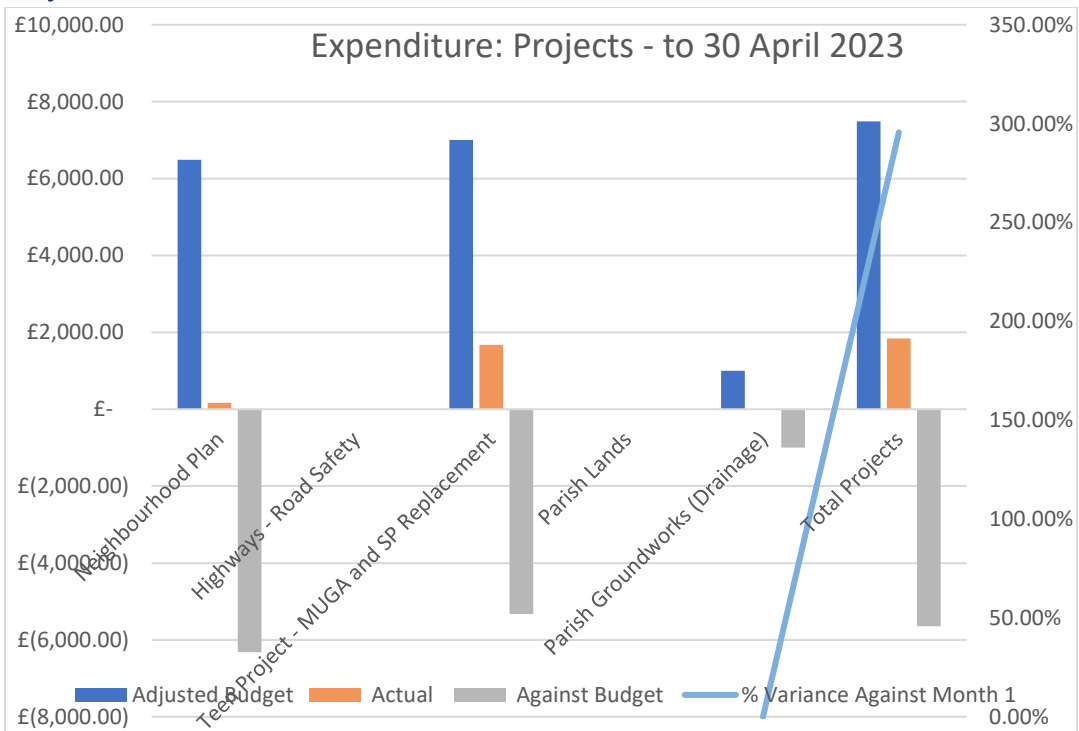
Charitable Donations & Grants



Notes:

No issues identified. One local grant has been approved, but not yet paid.

Projects



Teen project – This has now been paid, the 75% balance to show under the May accounting.

## Overview:

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.

Expenditure in each FY should be planned to be largely completed by February (excluding regular payments) to reduce this risk.

The clerk will in future include a summary of committed spending to reduce any risk of over allocation against each budget line.

## Reserves:

Movement in Earmarked Funds	01 April 2023	Changes to Reserves from Approved Budget	Transfer Unspent Funds	Movement	Current
Staff Contingency	£ 1,400.00			£0.00	£1,400.00
Training	£ 175.00	£ 175.00		£175.00	£0.00
Data Protection	£ 955.00	£ 455.00		£455.00	£500.00
Elections	£ 3,475.00	£ 3,475.00		£3,475.00	£0.00
Insurance	£ -			£0.00	£0.00
Grounds & Asset Maintenance	£ 995.00	£ 995.00	-£ 2,050.00	-£1,055.00	£2,050.00
Tree Surgery	£ 1,640.00	£ 640.00		£640.00	£1,000.00
Cemetery & Churchyard	£ 3,000.00	£ 3,000.00	-£ 1,300.00	£1,700.00	£1,300.00
Teen Project Replacement	£ -		-£ 6,900.00	-£6,900.00	£6,900.00
Playground & Teen Project Maintenance	£ 1,275.00		-£ 375.00	-£375.00	£1,650.00
Playground Replacement	£ -			£0.00	£0.00
Six Acres Development	£ 2,500.00	£ 1,250.00		£1,250.00	£1,250.00
Memorial garden *	£ -			£0.00	£0.00
Legacy	£ 250.00			£0.00	£250.00
Day Club	£ 555.00			£0.00	£555.00
Neighbourhood Planning	£ 995.00	£ 995.00		£995.00	£0.00
Safety & Security matters	£ -		-£ 575.00	-£575.00	£575.00
Highways	£ 2,375.00	£ 875.00		£875.00	£1,500.00
Grants - Local Support & Village Organisations	£ 70.00		-£ 550.00	-£550.00	£620.00
Civic Event	£ 250.00	£ 250.00	-£ 350.00	-£100.00	£350.00
Charitable Donations	£ 50.00			£0.00	£50.00
<b>Total Earmarked Reserves</b>	<b>£ 19,960.00</b>	<b>£ 12,110.00</b>	<b>-£ 12,100.00</b>	<b>£10.00</b>	<b>£19,950.00</b>
<b>Operating Reserve</b>	<b>£ 7,371.27</b>				<b>£45,964.17</b>
<b>Total Reserves</b>	<b>£ 27,331.27</b>				<b>£ 65,914.17</b>

Operating reserves at Year End were £7371.27.

Operating reserve at 30<sup>th</sup> April following adjustments to transfer unspent funds to earmarked reserves was £45964.17.

## Recommendation:

- The Clerk transfer back £9900.70 from Current Account to Instant Savings account, so that Instant Savings account represents Earmarked Reserves and more interest is earned.**