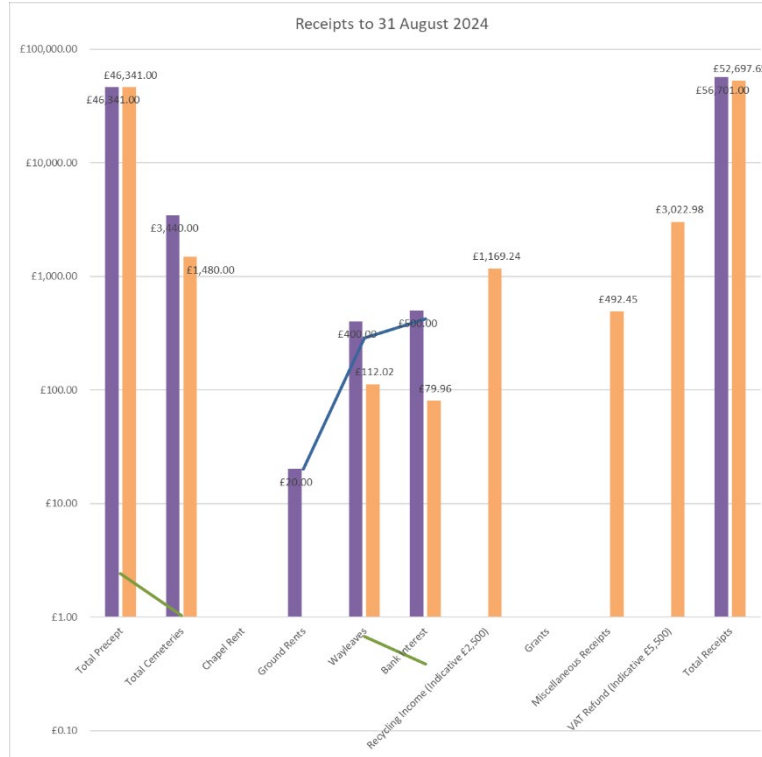


Budget Report to 31 August 2024

Income:



Notes:

Ground Rents have been invoiced in August, the parish council having reviewed at its July meeting.

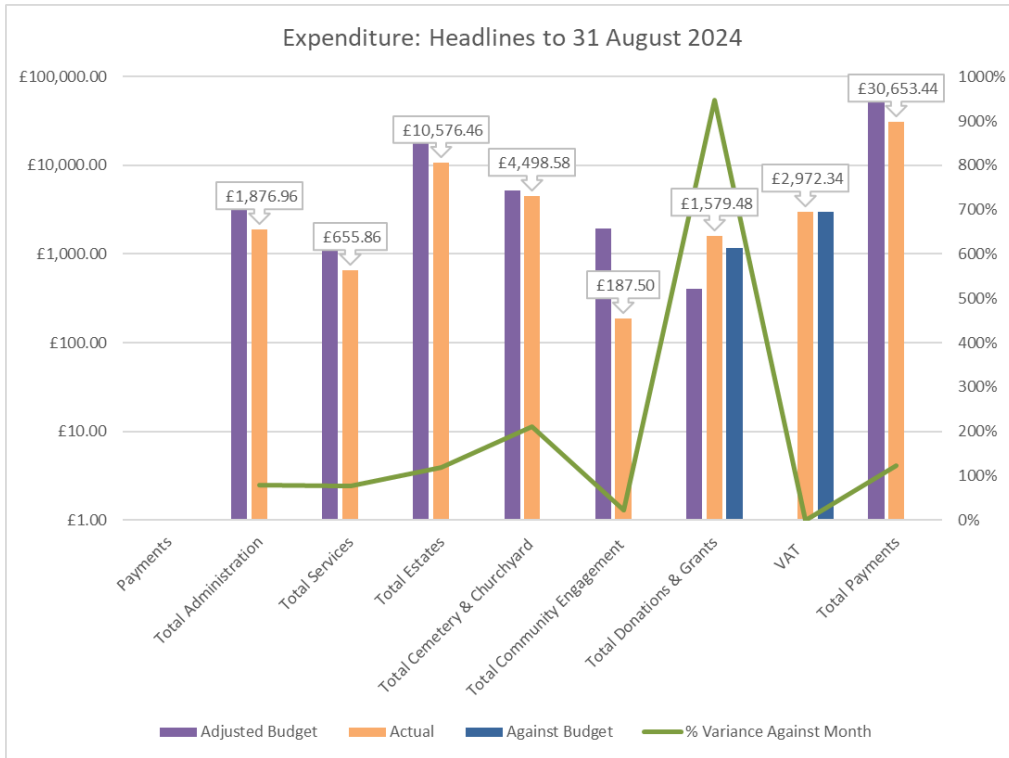
Registration of Wayleaves over the past two years has yielded an income this year of £112.02.

Bank interest rates have just been reduced and the anticipated income from interest is likely to be less this year than budgeted for (approximately £320 against a budget of £500). This is likely to be offset from Miscellaneous receipts of £492.45 (credit notes negotiated, refund on EON electricity for Chapel of Rest and a refund on the insurance premium).

Payments from clubs for Six Acres remain outstanding despite prompt invoicing.

Cemetery receipts are very slightly above expected for this time of year.

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. Staff costs have been recorded separately to align with separate recording under AGAR.

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

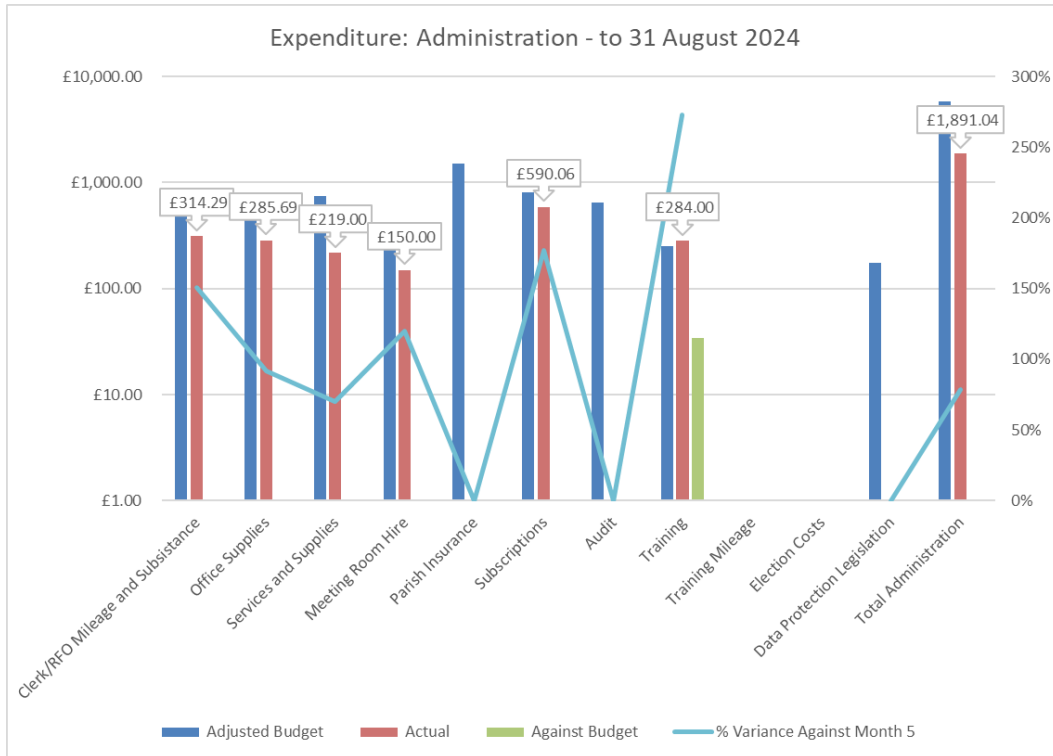
Estates: Grounds contract invoicing is monthly, with the contract running from March to February. This has assisted in invoicing falling in the relevant financial year. However, despite reminders, the grounds contractor has been late invoicing.

Donations & Grants: Three grants approved for local organisations this year, of which one approved (£500 – Local History Society) has been paid in September.

Projects At the July meeting the parish council determined not to pursue a transfer of land from Havebury Housing to the parish council. Excello Law have been advised, but an invoice remains outstanding. An anticipated underspend over the year of £1000.

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

Administration

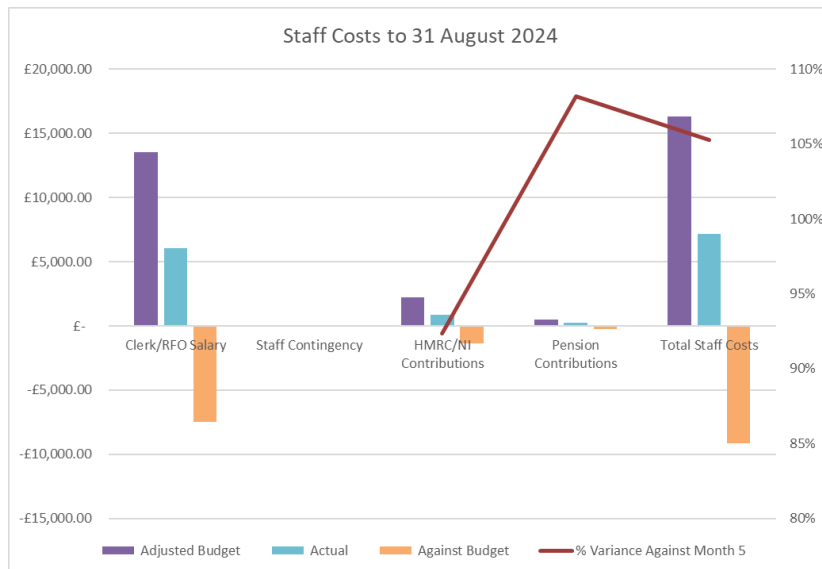


Notes:

Training

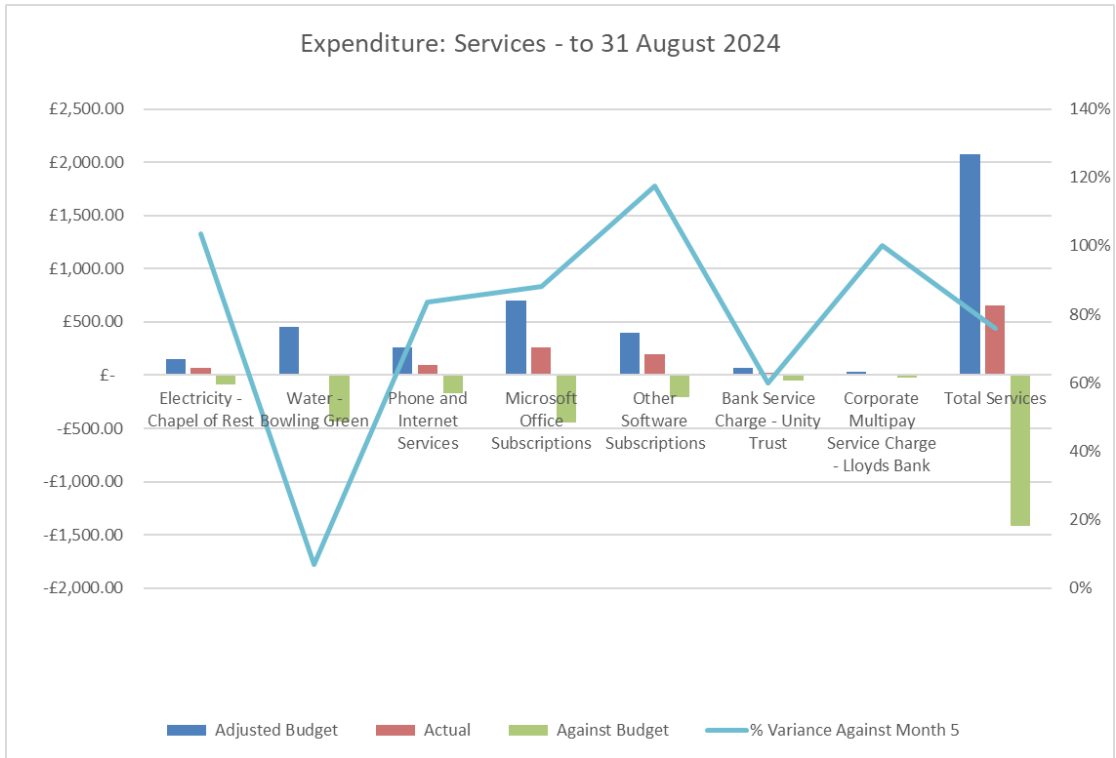
New councillors have undertaken their training in accordance with the training policy. There is a slight overspend, accounted for by additional training for play area inspections.

Staff Costs



Salary – No significant variations to date.

Services



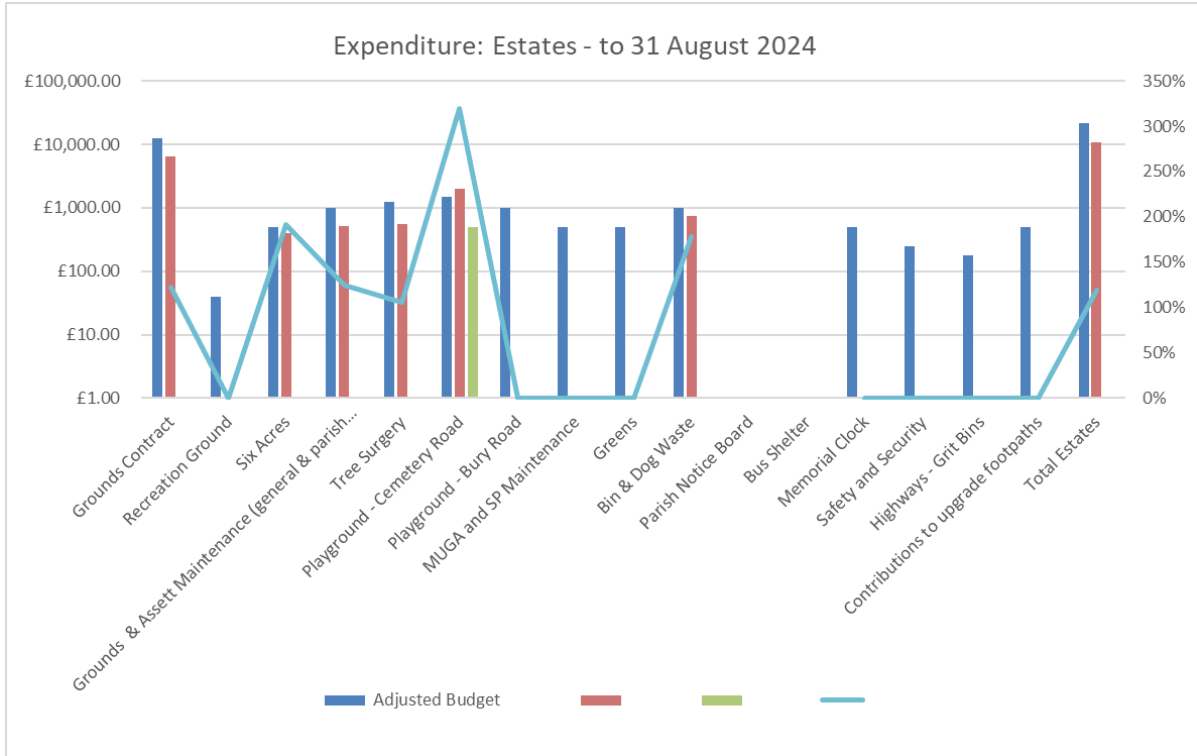
Notes:

Microsoft office subscriptions are likely to be higher than budgeted for due to a successful recruitment of an additional three councillors for much of the year.

Moving to Everflow for water supply and monthly billing seems to have avoided peak bills despite a fairly dry summer.

Unity Trust charges will move to monthly payments of £18 later this autumn (no actual increase in fee).

Estates



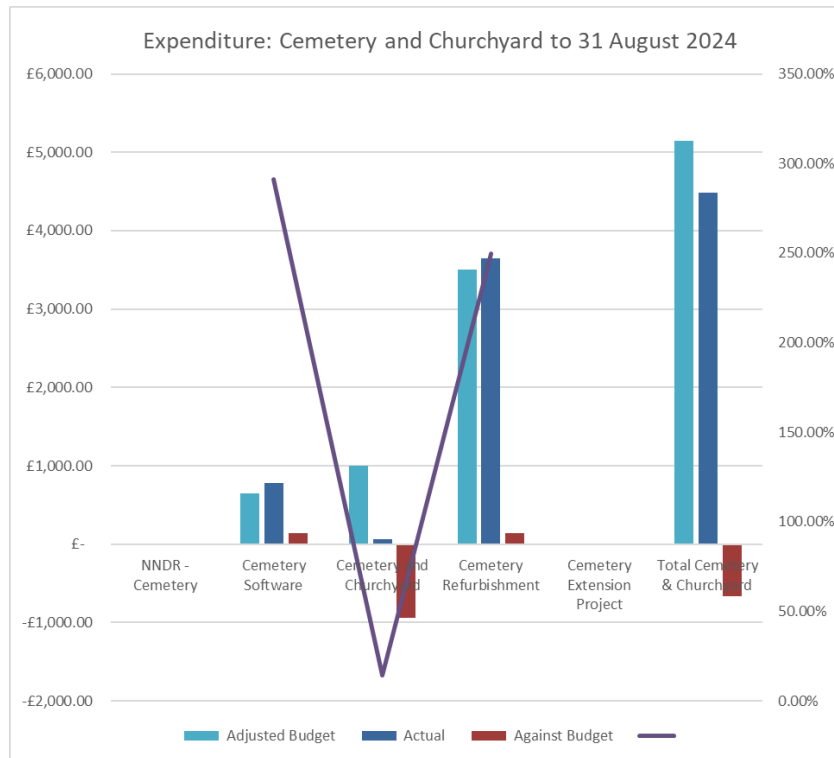
Notes

A move to identifying any groundworks required during budgeting process is reducing spending over budget.

The cost of Tri-annual inspections for parish trees should in future factor in a higher profile of spending on trees in that inspection year.

Maintenance spending on play area equipment should be combined across all sites in future years. Further costs for play area equipment were invoiced in August and paid in September, leaving an anticipated balance over all of £500.

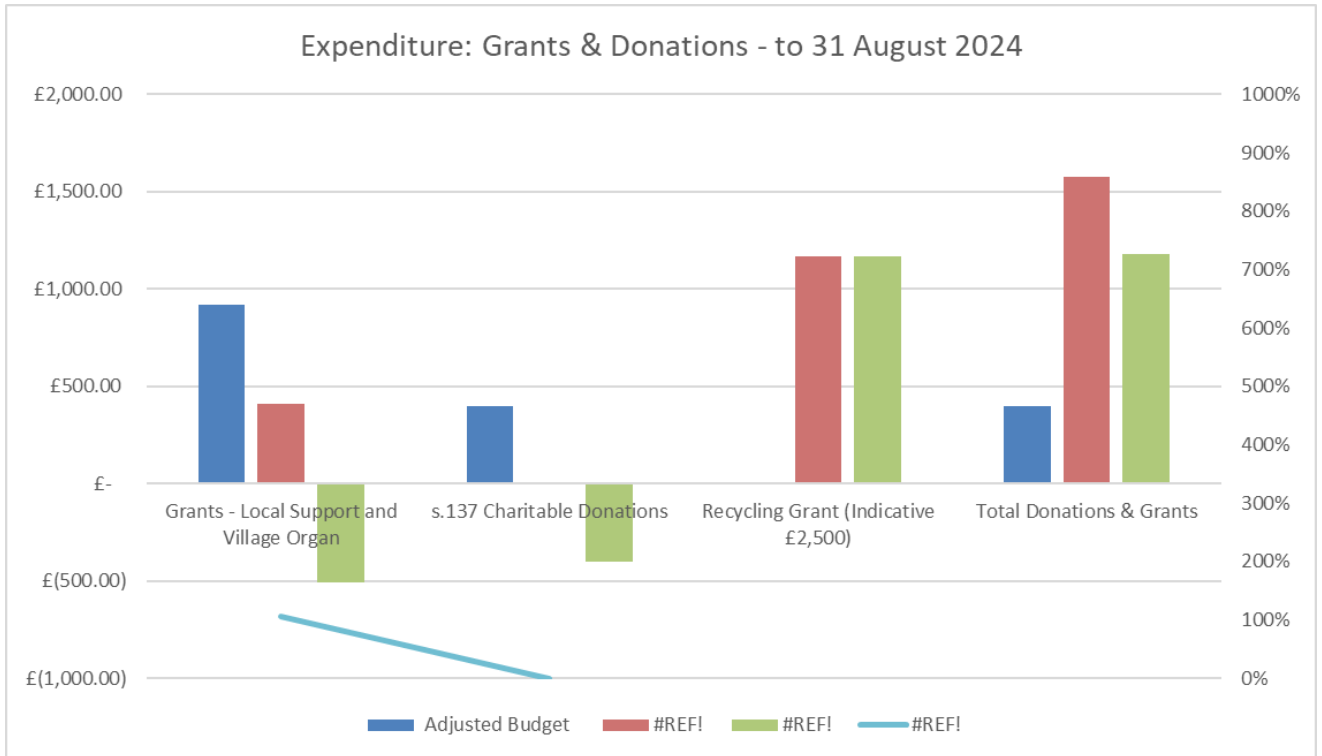
Cemetery and Churchyard



Notes:

No significant variations to date. Cemetery refurbishment (which included works to memorials) was a little over budget, but some costs may yet be recovered on this from deed owners.

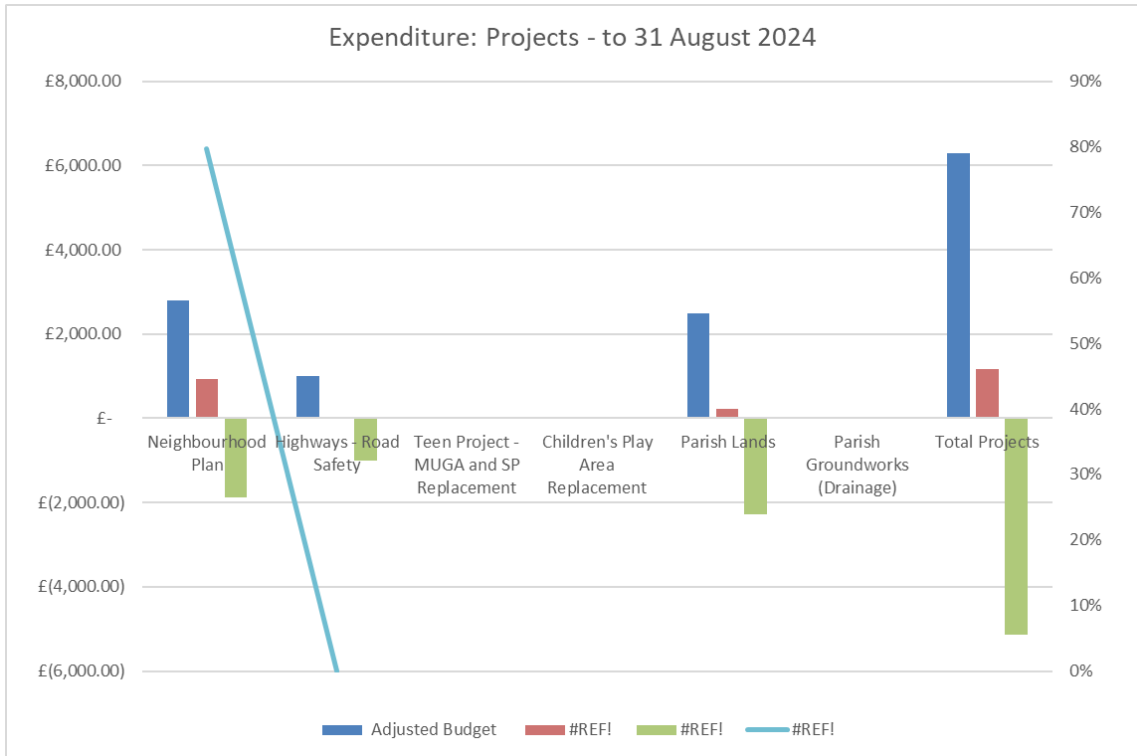
Charitable Donations & Grants



Notes:

Two applications for grants approved at the April meeting were paid in May. A further application was approved at the July meeting (Local History Society) which was paid in September, leaving a balance of £9.76.

Projects



Notes:

No significant variations to date.

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. Scheduling decisions on capital expenditure earlier in the financial year have helped to address this issue.

Earmarked Reserves

At the end August '24, following adjustments approved by the parish council at its April and July meetings (Min 24.04.14 & 15, and 24.07.17ii refer), the council's reserves were as below:

Movement in Earmarked Funds	01 April 2024	Changes to Reserves from Approved Budget	Transfer Unspent Funds	April	May	June	July	Movement	Current		
Staff Contingency	£ 1,400.00	£ 1,000.00	£ (1,200.00)					-£200.00	£1,600.00		
Training	£ -							£0.00	£0.00		
Data Protection	£ 500.00	£ 500.00						£500.00	£0.00		
Elections	£ 500.00		£ (100.00)					-£100.00	£600.00		
Insurance	£ -							£0.00	£0.00		
Grounds & Asset Maintenance	£ 500.00	£ 500.00	£ (3,150.00)	£ 1,500.00				-£1,150.00	£1,650.00		
Tree Surgery	£ 1,000.00	£ 1,000.00						£1,000.00	£0.00		
Cemetery & Churchyard	£ 1,300.00							£0.00	£1,300.00		
Teen Project Replacement	£ -		£ (800.00)					-£800.00	£800.00		
Playground & Teen Project Maintenance	£ 1,650.00	£ 1,000.00						£1,000.00	£650.00		
Playground Replacement	£ -							£0.00	£0.00		
Sk Acres Development	£ 1,250.00	£ 1,250.00						£1,250.00	£0.00		
Memorial garden *	£ -							£0.00	£0.00		
Legacy	£ 250.00							£0.00	£250.00		
Day Club	£ 555.00							£0.00	£555.00		
Neighbourhood Planning	£ -		£ (2,050.00)	£ 2,050.00				£0.00	£0.00		
Safety & Security matters	£ 575.00							£0.00	£575.00		
Highways	£ 1,500.00	£ 750.00						£750.00	£750.00		
Grants - Local Support & Village Organisations	£ 620.00		£ (700.00)				£ 320.00	-£380.00	£1,000.00		
Civic Event/Community Engagement	£ -							£0.00	£0.00		
Charitable Donations	£ 50.00							£0.00	£50.00		
Total		£ 6,000.00	£ (8,000.00)	£ 3,550.00							
Total Earmarked Reserves	£ 11,650.00	£ 5,650.00	£ 13,650.00	£ 10,100.00	£ -	£ -	£ -	£1,870.00	£9,780.00		
Operating Reserve	£ 8,524.35								£32,438.56		% Operating Reserve to Net 75.28%
Total Reserves	£ 20,174.35								£ 42,218.56		

At its September meeting the Estates Committee identified further work to be undertaken to trees in the cemetery (report WPC.EC.24.09.02, and Minute WPC.EC.24.09.10 refer) and have asked the parish council's approval to draw down £1300 from Cemetery & Churchyard reserves. Works to these trees will reduce brush collecting on the roof of the Chapel of Rest, which is having to be repaired this year, and will also reduce the risk of old and very tall trees falling in the vicinity of the Chapel of Rest.

Table 1: Movements on Reserves

Purpose	Minute	From	To	Amount	Adjusted Budget
Cemetery and Churchyard – Work to Trees		Earmarked: Cemetery & Churchyard	Revenue: Tree Surgery	£1300	£2000

Recommendation:

To approve transfer of funds from Earmarked Reserves to Revenue budget lines as indicated in Table 1 of report WPC.24.09.05 and note net changes to revenue and earmarked reserves.