Haydon Wick Parish Council
Annual Budget - By Centre (Actual YTD Month 9)
2023/24 Quarter 3 Budget Review

<15% Over Income or <15% Under Expenditure
<15% Under Income or <15% Over Expenditure
Not Budgeted For

			2022/23			2023/24						
			Budget	Actual		Budget	Actual YTD	Projected		% Spend To Q3	% Spend Projected At Year End	Budget Notes
101	**Administration**											
1176	Precept		892865	892865		974815	974815	974815		100	100	23/24: Two instalments
1177	Council Tax Support Grant		16598	16598		16598	16598	16598		100	100	23/24: Two instalments
1184	CIL & S106 Receipts		0	8295		0	6679	0		0	0	23/24: One payment received - to EMR @ YE
1190	Interest Received		500	4273		2000	8862	11000		443	550	23/24: Interest rates positively affected CCLA investments
1195	FIT Payments		100	100		100	279	500		279	500	23/24: Payment to 23.06.23 received.
1199	Miscellaneous Income		0	25		0	1094	1100		0	0	23/24: Bowls Club lease legal recharge, WSPC First Aid Training etc.
		Total Income	**910063**	**922356**		**993513**	**1008328**	**1004013**		**101**	**101**	
4000	Salaries		243856	231593		265990	194747	259911		73	98	23/24: See S/S Dec '23 YE Projection
4007	Councillors' Allowances		17656	13614		16967	9373	12490		55	74	23/24: cllrs £899.64 ea (X12) + chr £1,672.80. no inc agrd 12.12.23. Some Cllrs refusing allowances
4008	Professional Services		9000	3891		2500	0	2500		0	100	23/24: HR consultants and other non-project related fees.
4011	Photocopier Lease & charges		1500	1364		1470	579	1265		39	86	23/24: Billing issue w/ Ricoh - JS Chased. Invoices inc. rent in advance and usage in arrears quarterly
4012	Insurance		3500	624		3696	3121	3696		84	100	23/24: Due Feb 24. 10/12 paid into 23/24
4013	Insurance Claims		500	465		500	294	500		59	100	23/24: Damaged motorcycle & Goupil
4016	Travelling Expenses		400	87		200	150	200		75	100	
4018	Stationery		1250	962		1000	508	750		51	75	23/24: Full budget not required
4019	Postage		1000	294		200	211	211		106	106	23/24: Franking machine return charged.
4020	Staff Training		6000	2025		5200	1312	5000		25	96	23/24: Refund for training in 22/23 received. Training/Invoices due in Q4.
4021	Councillor Training		600	305		1200	5	5		0	0	23/24: Most training completed in-house or FOC via SBC
4023	Audit Internal/External		3366	3435		2972	2504	2969		84	100	23/24: Internal £943.31. External £2100. 22/23 accrual overstated.
4024	IT Support		6487	8391		8700	7803	9000		90	103	23/24: Most annual s/ware paid for 23/24. Sys Grp inc not budgeted for - will dec when cloud setup
4025	IT Equipment		1000	1070		1750	69	1750		4	100	23/24: One laptop to purchase.
4026	Medical expenses		850	130		630	492	630		78	100	Eye tests, glasses, Flu jabs etc.
4090	Elections/Co-options		0	0		18985	13437	18985		71	100	23/24: Contested election May 23. Act Cost £13437 bal to EMR for 2027 election
4109	Mobile phones		450	616		647	450	600		70	93	
4215	Subscriptions		3500	2779		2973	2772	2812		93	95	23/24: Most annual subs paid
4220	Legal Fees		8000	4788		2000	-375	2000		-19	100	23/24: Ongoing works accrual frm 22/23 remaining
4480	Climate Change & Biodiversity		2500	0		2500	0	0		0	0	22/24: No Budget Required
4490	Bank charges		0	210		252	186	250		74	99	23/24: Annual credit card fee (£50) paid.
4491	Square Card Receipts Charges		0	0		0	26	30		0	0	23/24: New nominal - charges for taking card payments
4510	Workwear & PPE		500	0		510	0	452		0	89	23/24: Order in process
4600	New Office Equipment		1000	864		500	6	500		1	100	23/24: Planned expenditure for Q4
4702	Defib Expenses/Maintenance		0	33		0	262	0		0	0	23.24: RCCG invoiced to contra
4999	Sundries		250	320		200	218	250		109	125	23/24: bulk refreshments purchased. Staff larder reinstate in Q3. Increase in staff
5900	EMR Spend		0	0		0	1838	0		0	0	Expenditure code used for processing payments from EMR's
		Overhead Expenditure	**317665**	**277864**		**341542**	**239988**	**326756**		**70**	**96**	
		101 Net Income over Expenditure	**592398**	**644491**		**651971**	**768339**	**679757**		**118**	**104**	
6000		**plus Transfer From EMR**	**0**	**0**		**0**	**1838**	**0**				
6001		**less Transfer To EMR**	**0**	**8295**		**0**	**0**	**0**				
		Movement to/(from) Gen Reserve	**592398**	**636197**		**651971**	**770177**	**679757**		**118**	**104**	

102	**Office Expenditure**											
1000	Hire Of Premises		5000	7078		9000	3455	4000		38	44	23/24: Room hire income requires improvement
		Total Income	**5000**	**7078**		**9000**	**3455**	**4000**		38	44	
4009	Maintenance Contractor		2500	227		1000	825	825		83	83	23/24: Mtng rm lighting
4017	Cleaning Materials		300	310		368	296	368		80	100	23/24:
4040	Covid19/Staff Larder		1250	1733		750	339	750		45	100	23/24: Staff larder to be reinstated Q3
4100	Office Site Lease		2760	2590		2720	2590	2590		95	95	22/23: £647.50 per quarter paid in advance.
4101	Utilities		3500	3763		3000	3455	3386		115	113	23/24: Elec invoice to end Oct 2023 received and processed. Split to Elec Vehicles to process.
4102	Health & Safety		1168	167		1010	1	400		0	40	23/24: H&S Consultant £400 annual audit
4104	Repairs/Replacements		1000	166		500	383	500		77	100	
4105	Alarm Fire/Intruder		616	90		647	423	500		65	77	23/24: Slightly overbudgeted
4106	Sanitary Waste		184	0		193	74	85		38	44	23/24: Bowak £74 pd to end Feb 24 - March to pay
4107	Contracts & Agreements		918	0		190	181	181		95	95	23/24: Blue Mountain £181.
4110	Landline/Broadband		2646	2003		2203	1513	1769		69	80	23/24: :£191.27pm - price increase from June 23. Contract reviewed Oct 23 price dropped to £122.50pm
4111	Maintenance - office & POST fa		500	482		525	342	502		65	96	23/24: Window clean, PAT Testing etc £312. .Bond p'ment for repairs received
4112	Room Hire Sundries		250	110		105	54	75		51	71	23/24: Decrease in room hire
4304	Bin collections		300	504		630	508	600		81	95	23/24: 120pa conf bin, collection 3x60. Hills £33.5pm - inreased frm June 23
		Overhead Expenditure	**17892**	**12145**		**13841**	**10983**	**12531**		**79**	**91**	
		Movement to/(from) Gen Reserve	**(12,892)**	**(5,067)**		**(4,841)**	**(7,528)**	**(8,531)**		**156**	**176**	
202	**Grants**											
4209	Grants		6000	11992		5000	3836	5000		77	100	
		Overhead Expenditure	**6000**	**11992**		**5000**	**3836**	**5000**		**77**	**100**	
		Movement to/(from) Gen Reserve	**(6,000)**	**(11,992)**		**(5,000)**	**(3,836)**	**(5,000)**		**77**	**100**	
302	**Play Areas**											
1410	Play Area Grant		0	0		10000	0	0		0	0	
		Total Income	**10000**	**0**		**10000**	**0**	**0**		**0**	**0**	
4010	Play Area Contractor/Security		14000	12131		13000	8987	11987		69	92	22/23: Crocsec £1,000pm payment in arrears
4027	CCTV		1224	1020		1071	765	1020		71	95	22/23: CCTV Sims £85pm
4305	Play Equipment Repairs		15000	11830		10000	3265	7500		33	75	23/24: Maintenance scheduled for Q4
4306	Play Area Inspection		2436	1224		1208	0	1208		0	100	23/24: Play inspections completed at end financial year
4316	Play Area Refurbishment		24157	-1744		0	0	0		0	0	
4518	Surface Repairs		15000	15000		2500	885	2500		35	100	
5900	EMR Spend		0	2500		0	20760	0		0	0	Expenditure code used to process payments from EMR's
		Overhead Expenditure	**71817**	**41962**		**27779**	**34662**	**24215**		**125**	**87**	
		302 Net Income over Expenditure	**-61817**	**-41962**		**-17779**	**-34662**	**-24215**		**195**	**136**	
6000		**plus Transfer From EMR**	**0**	**2500**		**0**	**20740**	**0**				
		Movement to/(from) Gen Reserve	**(61,817)**	**(39,462)**		**(17,779)**	**(13,922)**	**(24,215)**				
305	**Leisure Gardens**											
1004	Leisure Garden Tenants		3259	1187		2539	2814	2778		111	109	23/24: Annual invoices raised and half moved to prepayments for 24/25
		Total Income	**3259**	**1187**		**2539**	**2814**	**2778**		**111**	**109**	
4310	Leisure Gardens Maintenance		1500	151		2329	37	2550		2	109	23/24: Budget code used to offset income and make 305 cost neutral. Balance to EMR at YE
4315	Leisure Garden Water Rates		320	109		210	228	228		109	109	23/24: Invoice to YE processed
		Overhead Expenditure	**1820**	**260**		**2539**	**265**	**2778**		**10**	**109**	
		Movement to/(from) Gen Reserve	**1439**	**927**		**0**	**2549**	**0**				
307	**Parks & Open Spaces**											
1008	Great Western Community Forest		1197	10057		1414	0	1414		0	100	23/24: Grant expected. Contra Expenditure at 4206/307. EMR any remaining budget at YE
1183	Grounds Maint Work		950	1424		1800	150	1000		8	56	23/24: Summer work invoiced.
		Total Income	**2147**	**12414**		**3214**	**150**	**2414**		**5**	**75**	

4000	Salaries		357072	363950		407882	313540	424324		77	104	23/24: See S/S Dec '23 YE Projection
4006	General Maintenance		1500	1672		2000	528	1500		26	75	23/24: Overbudgeted
4009	Maintenance Contractor		2500	0		400	0	0		0	0	23/24: GMF Build unlikely to complete by FYE
4017	Cleaning Materials		100	94		25	2	5		8	20	23/24: GMF Build unlikely to complete by FYE
4020	Staff Training		5050	2405		4600	725	3000		16	65	23/24: Q3 review - further training planned for later in the year.
4026	Medical expenses		1430	380		1000	590	1000		59	100	
4033	Staff licences		570	380		570	0	570		0	100	SIA CCTV renewal x3 every 3 years next in 23/24
4040	Covid19/Staff Larder		1250	1518		750	327	750		44	100	23/24:Staff Larder to be reintroduced Q3
4101	Utilities		3500	2698		3500	589	665		17	19	23/24: Elec shut off Aug 23. GMF Build unlikely to complete by FYE
4102	Health & Safety		500	0		250	0	0		0	0	23/24: GMF Build unlikely to complete by FYE
4105	Alarm Fire/Intruder		700	0		450	0	0		0	0	23/24: GMF Build unlikely to complete by FYE
4106	Sanitary Waste		100	0		50	0	0		0	0	23/24: GMF Build unlikely to complete by FYE
4109	Mobile phones		1506	1236		1298	914	1298		70	100	23/24: Mobile phone contracts reviewed Sept 23.
4111	Maintenance - office & POST fa		250	0		250	11	0		4	0	23/24: GMF Build unlikely to complete by FYE
4200	Bus Shelters & Repairs		500	0		500	0	500		0	100	23/24: Planned repairs in Q4
4206	Great Western Climate Tree		1197	-922		1414	127	1414		9	100	23/24: Contra income at 1008/307. EMR remaining budget at YE
4301	Arboricultural Work		6500	498		6825	0	6825		0	100	23/24: Rolling EMR
4304	Bin collections		100	0		50	0	0		0	0	23/24: GMF Build unlikely to complete by FYE
4308	Notice Boards, Seats & Bins		500	291		500	140	500		28	100	23/24: 2 Bins purchased. Rolling replacements planned for 24/25 onwards
4309	Horticultural work		4550	2456		4778	1127	4778		24	100	22/23:Wildflower £750, Bulbs £500, Planters £1000, Flower beds £2300.
4314	Equipment		0	0		2000	1354	2000		68	100	23/24: hire fees, tools, equipment, materials
4350	Vandalism		500	103		500	32	100		6	20	23/24: Not required to date
4506	Fuel		7850	13712		10000	5037	6750		50	68	23/24: Some vehicles off road. Fuel price reduced since budget setting.
4507	Vehicle Insurance		4550	371		4628	1856	2656		40	57	23/24: 9/12 paid 23/24. Jan - March to pay approx £800
4508	Road Fund Licence		1173	439		840	546	708		65	84	Elec vehicles do not require tax. 3 veh req tax in Dec/Jan.
4509	Servicing & Maintenance (Vehic		10344	11514		9930	17559	22555		177	227	23/24: £12k overbudget to come frm Gen Res for Repairs to offhired Hako.
4510	Workwear & PPE		2500	3190		2735	1829	2400		67	88	
4511	Vehicle Tracking		749	495		788	826	852		105	108	23/24: Paid quarterly in advance. 4 contracts @ £7each pm, 3 @ £9each pm, 3 add'n frm Aug 23 @ £9pm
4514	Grass Cutting M/C Lease		11000	11026		11000	10764	11263		98	102	23/24:1 lease £6kpa, add'n mower purchase contribution.
4515	Grass Cutting M/C maint		8000	4214		6000	6098	6500		102	108	23/24: Maint contract £3312pa, £1798.41 towards purch of 2nd mower. Repairs higher than expected.
4517	Litter, Cleansing & gritting		4000	2444		2750	2879	2880		105	105	23/24: large bin bag order processed. Underbudgeted
4522	Grounds Maintenance Contract		47919	25974		18922	16117	17000		85	90	23/24: £6500 tractor and flail rental, £10,765 summer cuts + contingency extra cuts
4523	Fuel - Grass cutting		3040	4938		5052	3521	3770		70	75	23/24: Fuel costs reduced since budget setting
4524	Vehicle Electricity (fuel)		0	0		3000	-825	1000		-28	33	23/24: 3 Elec vehicles - Accrual for 22/23 in budget. SSE invoiced up to October 2023 - split to journal to Utilities
4604	Festive Enhancements		500	100		500	163	500		33	100	23/24: Credit Card Transactions to process 2 months behind
4610	Vehicles		27400	25391		20499	19065	20000		93	98	23/24: Q3 Review - 2x Goupil invoiced to YE. Elec Van 2 more payments. One-off hires total £1534.
4615	New Machinery		35400	35491		2800	92	1000		3	36	23/24: Inventory review to be held Q4
4633	Street Sweeper Lease		0	0		19068	20275	20275		106	106	23/24: Lease and maintenance budgets split corrected @ F&P 18.07.23. 22/23 invoice r'cd late 23/24
4634	Street Sweeper Maintenance		0	0		10632	5002	5002		47	47	23/24: budget split corrected F&P 18.07.23. Surplus to cover offhire sweeper repairs (into GR)
4700	PWLB Repayment		12500	0		12500	0	12500		0	100	23/24: £12500 in EMR for first year repayment. Bal to EMR if not invoiced in 23/24
5900	EMR Spend		0	43574		0	14499	0		0	0	23/24: Code for EMR expenditure
		Overhead Expenditure	**572250**	**559633**		**581236**	**445306**	**586840**		**77**	**101**	
		307 Net Income over Expenditure	**-570103**	**-547219**		**-578022**	**-445156**	**-584426**		**77**	**101**	
6000		**plus Transfer From EMR**	**0**	**43492**		**0**	**14199**	**0**				
		Movement to/(from) Gen Reserve	**(570,103)**	**(503,727)**		**(578,022)**	**(430,957)**	**(584,426)**				
401	**Newsletter**											
1001	Newsletter Advertising		1250	331		500	2481	2500		496	500	23/24: Dramatic increase in advertisers
		Total Income	**1250**	**331**		**500**	**2481**	**2500**		**496**	**500**	
4400	Newsletter Printing		9694	9225		9888	6936	10459		70	106	23/24: Increased printing costs, change in paper. Offset by income.
4403	Newsletter Distribution		2550	2460		3690	2460	3690		67	100	£1230 per issue - Spring 24 invoice to process.
4404	Newsletter Artwork		1734	1426		1554	1030	1618		66	104	Design £512, Games £6 x3 editions
5900	EMR Spend		0	4065		0	0	0				

		Overhead Expenditure	**13978**	**17176**		**15132**	**10426**	**15767**		**69**	**104**	
		401 Net Income over Expenditure	**-12728**	**-16845**		**-14632**	**-7945**	**-13267**		**54**	**91**	
6000		**plus Transfer From EMR**	**0**	**4065**		**0**	**0**	**0**				
		Movement to/(from) Gen Reserve	**(12,728)**	**(12,780)**		**(14,632)**	**(7,945)**	**(13,267)**				
402	**Community Development**											
1005	Community Development & Grant		15000	10000		15000	1850	100		12	1	23/24: Unlikely to achieve
1009	Memorial benches		3462	0		3462	1694	1277		49	37	Expenditure to contra at 4418/402
1210	Mem Cafe Income & Donations		0	544		0	356	410		0	0	Donations recieved
1220	Football Pitch Income		0	400		0	605	695		0	0	23/24: AFCHV £10pw. Inc to £15pw from Aug 23. Income not budgeted for in error
1400	I&L Events Income		0	642		0	2666	2750		0	0	23/24: Income to offset expenditure for events.
		Total Income	**18462**	**13069**		**18462**	**7171**	**5232**		**39**	**28**	
4000	Salaries		73351	78368		83681	52582	60743		63	73	23/24: See S/S Dec '23 YE Projection
4002	Memory Cafe salaries		0	18743		10000	16007	11804		160	118	23/24: £10k Transferred from EMR 346 - grant funded for first 6 months. Regrade agreed Sept 23
4212	Christmas Activities		1500	1839		1500	1414	1500		94	100	23/24: Expenditure in Q3 - CC transactions to process - 2 months behind
4320	Youth Engagement		1000	0		1000	120	1000		12	100	23/24: Events planned - use of Community Choices budget & EMR
4330	Memory Cafe		4500	1367		5000	2903	4500		58	90	23/24: Sensory Garden project finished
4331	Memory Cafe Consumables		0	0		2500	1143	1950		46	78	23/24: Projected underspend
4332	CD Aspirations		0	0		3834	705	1705		18	44	23/24: Plans under review - unlikely to spend
4401	Web Site & Social Media		1155	0		500	172	272		34	54	23/24: EMR utilised
4402	Marketing & Events		5250	328		5000	4133	5000		83	100	23/24: Summer Spectacular
4412	Branding		500	0		500	245	245		49	49	23/24: Overbudgeted
4413	Consultation/Events		250	44		250	0	0		0	0	23/24: Not required to date
4416	Competitions		500	493		500	327	502		65	100	Allotment x3 sites £350, Hero £150
4418	Memorial benches		3462	0		3462	0	1044		0	30	Income to contra at 1009/402
4629	Community Choices		12000	5486		7500	6789	7500		91	100	23/24: Projects underway and in planning stages
5900	EMR Spend		0	14288		0	2927	0		0	0	
		Overhead Expenditure	**103468**	**123463**		**125227**	**89465**	**97765**		**71**	**78**	
		402 Net Income over Expenditure	**-85006**	**-110394**		**-106765**	**-82294**	**-92533**		**77**	**87**	
6000		**plus Transfer From EMR**	**0**	**32384**		**0**	**12927**	**0**				
6001		**less Transfer To EMR**	**0**	**0**		**0**	**1250**	**0**				
		Movement to/(from) Gen Reserve	**(85,006)**	**(78,010)**		**(106,765)**	**(70,617)**	**(92,533)**				
501	**Community Transport**											
1002	Community Transport Fares		2000	2323		2300	2633	3500		114	152	23/24: Increased Bus Trips
1003	Community Transport BSOG		250	491		250	-125	250		-50	100	23/24: Paid in arrears - receipt in arrears processed into 22/23 - Payment expected March 2024.
		Total Income	**2250**	**2814**		**2550**	**2508**	**3750**		**98**	**147**	
4500	Bus Tax & Insurance		1450	370		920	633	740		69	80	10/12 paid 2/12 due January 24
4501	Bus Fuel Costs		800	973		840	818	1100		97	131	23/24: Fuel prices slowly reducing. Increased trips (income) increase fuel costs.
4502	Bus Servicing & Repairs		600	990		1050	356	506		34	48	23/24: Not fully required to date.
4504	Bus Driver Training		820	320		600	707	800		118	133	23/24: First aid training - contra income at 1199/101
4505	Bus Admin/Misc		75	26		75	48	50		64	67	23/24: Not fully required to date.
		Overhead Expenditure	**3745**	**2679**		**3485**	**2563**	**3196**		**74**	**92**	
		Movement to/(from) Gen Reserve	**(1,495)**	**135**		**(935)**	**(55)**	**554**		**6**	**-59**	
605	**Capital Projects**											
4622	Councillor devices		0	0		1000	369	369		37	37	23/24: Ipads for Cllrs. 1 purchased YTD.
		Overhead Expenditure	**20500**	**48599**		**1000**	**369**	**369**		**37**	**37**	
6000		**plus Transfer From EMR**	**0**	**34937**		**0**	**0**	**0**				
		Movement to/(from) Gen Reserve	**(20,500)**	**(13,662)**		**(1,000)**	**(369)**	**(369)**				

		Total Budget Income	**952431**	**959248**		**1039778**	**1026906**	**1024687**				
		Expenditure	**1129135**	**1095773**		**1116781**	**837863**	**1075217**				
		Net Income over Expenditure	**-176704**	**-136525**		**-77003**	**189043**	**-50530**				
		plus Transfer From EMR	**0**	**117379**		**0**	**49704**	**0**				
		less Transfer To EMR	**0**	**8294**		**0**	**1250**	**0**				
		Movement to/(from) Gen Reserve	**(176,704)**	**(27,441)**		**(77,003)**	**237497**	**(48,030)**				