

Meeting	Parks and Open Spaces Committee
Date	5 th March 2024
Report Title	Budget Report to Month 10 (31 st January 2024)
Agenda Reference	19
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

Income and Expenditure against budget Balances as of 31st January 2024

Total Revenue Budgets	Total Expenditure Budgets	Actual Income to 31 st January 2024	Actual Expenditure to 31 st January 2024
£15,753	£611,554	£3,764	£525,976
% Income		% Expenditure	
Expected at 31 st January 2024	Actual at 31 st January 2024	Expected at 31 st January 2024	Actual at 31 st January 2024
83.33%	23.9%	88.33%	97.2%
Variances to note <68.33% or >98.33%			
302 Play Areas			
1410 Play Area Grant	0.0%	Not achieved to date.	
4305 Play Equipment Repairs	32.7%	Planned maintenance in progress as approved at POS Committee October meeting.	
4306 Play area inspections	0.0%	Annual inspections performed in Q4 of financial year.	
4316 Play Area Refurbishment	0.0%	Trent Road commitment (purchase order) processed, to be paid from EMR.	
4518 Surface Repairs	35.4%	As 4305	
305 Leisure Gardens			
1004 Leisure Garden Tenants	110.8%	All 2023/24 invoices raised. Prepayment into 2024/25 for rents April - September 2024 completed.	
4310 Leisure Garden Maintenance	1.6%	Not required to date. Balance is difference between income and expenditure, remainder to EMR at year end for Leisure Garden improvements.	
4315 Leisure Garden Water Rates	108.7%	Invoice to YE processed. Slightly overbudget.	
307 Parks & Open Spaces			
1008 Community Forest	0.0%	Grant not yet achieved for 23/24.	



1183 Grounds Maintenance Work	52.8%	Summer season invoiced. Unlikely to achieve full budget.
4006 General Maintenance	27.7%	Ad hoc consumables etc.
4009 4017 4027 4102 4104 4105 4106 4107 4110 4111 4304	0.0%	Budgeted for GMF – not required to date.
4026 Medical Expenses	59.0%	Further invoices expected.
4020 Staff Training	47.9%	Training planned for Q4.
4033 Staff Licences	0.0%	Not required to date.
4040 Covid 19/Staff Larder	52.0%	Staff larder reintroduced from November. Credit card used for purchases so will show in accounts from Jan '24, 2 months in arrears.
4101 Utilities	16.8%	Budgeted for part year in GMF.
4200 Bus shelter and repairs	0.0%	Maintenance planned for Q4.
4206 Great Western Climate Tree	9.0%	From EMR at Year End
4301 Arboricultural Work	6.9%	Minimal works required to date. Balance to EMR at YE to build fund for 24/25 tractor and flail hire.
4304 Bin Collections	0.0%	No expenditure required to date.
4308 Notice Boards, Seats & Bins	28.0%	Two bins purchased to date.
4309 Horticultural Work	23.6%	Bulk of budget required in Q3/Autumn. Unlikely to require full budget.
4350 Vandalism	25.9%	Not fully required to date.
4506 Fuel	57.9%	Fuel costs reduced since budgeting. Vehicles off road for repairs.
4507 Road Fund Licence	141.8%	Tax to November and December 2024 – prepayments to process.
4509 Servicing and Maintenance (Vehicles)	181.2%	Repairs to off-hired sweeper £12k to come from general reserve but must be paid through an expenditure code.
4511 Vehicle Tracking	115.5%	Will be overspent as per F&P report 18.07.23
4514 Grass Cutting M/C Lease	97.9%	£4,999.88 used for purchase of 2 nd mower as per FC062 26 July 2022. Lease costs for 1 st mower paid to Feb 2024.
4515 Grass Cutting M/C Maint	101.6%	£1,798.41 Used for purchase of 2 nd mower as per FC062 26 July 2022. £889 paid for mower repair. Service plan paid to Feb 2024. Mower tyre repairs taking over budget.
4517 Litter, Cleansing & Gritting	105.4%	Further bulk bin bag order made. Underbudgeted.
4524 Vehicle Electricity (Fuel)	16.9%	Invoice processed to 31.10.23.



4604 Festive enhancements	32.6%	Spent in Q3. Credit Card transactions to process – 2 month delay.
4615 New Machinery	3.3%	Not required to date.
4633 Street Sweeper Lease	106.3%	Supplier missed invoicing in 22/23 taking over budget for 23/24.
4634 Street Sweeper Maintenance	55.3%	Over budgeted to form rolling EMR for potential replacement or large repairs. To GR at current YE to partly contra £12k expenditure on off hire sweeper (4509/307).
4700 PWLB Repayment	0.0%	To EMR at YE to reduce precept requirement for 24/25.