Haydon Wick Parish Council

LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

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Meeting	Parks & Open Spaces Committee
Date	13th June 2023
Report Title	Budget Report to Month 2 (31st May 2023)
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 May 2023

Total Revenue Budgets	**Total Expenditure Budgets**	**Actual Income to 31st May 2023**	**Actual Expenditure to 31st May 2023**
£15,753	£611,554	£1,226	£109,650
% Income		% Expenditure	
Expected at 31st May 2023	Actual at 31st May 2023	Expected at 31st May 2023	Actual at 31st May 2023
16.67%	7.8%	16.67%	19.8%

Variances to note <1.11% or >31.11%		
302 Play Areas		
1410 Play Area Grant	0.0%	Not achieved to date.
4306 Play area inspections	0.0%	Annual inspections performed in Q4 of financial year.
4316 Play area refurbishments	(7.2%)	2021/22 Refund received. Balance to EMR at YE for Trent Road Play Area.
305 Leisure Gardens		
1004 Leisure Garden Tenants	48.3%	Prepayment into 2023/24 completed as agreed at F&P – FP113 18.10.22.
4315 Leisure garden water rates	66.4%	Invoice paid to September 2023.
307 Parks & Open Spaces		
1008 Community forest	0.0%	Grant not yet achieved for 23/24.
1183 Grounds Maintenance Work	0.0%	Work to be carried out and invoiced in June 23.
4006 4009 4017 4027 4102 4104	0.0%	Budgeted for GMF – not required to date

4105 4106 4107 4110 4111 4304		
4020 Staff Training	0.0%	Not required to date.
4033 Staff Licences	0.0%	Not required to date.
4200 Bus shelter and repairs	0.0%	None required to date.
4206 Great Western Climate Tree	0.0%	Not required to date.
4301 Arboricultural Work	0.0%	Not required to date.
4309 Horticultural Work	0.2%	Not required to date.
4314 Equipment	58.9%	Repairs to Mower not covered under service contract.
4350 Vandalism	0.0%	Not required to date.
4506 Fuel	(2.3%)	Invoice for 22/23 vehicle electricity accrued for, to be paid in 2023 due to SSE issue with meter numbering. To be journalled to 4524 (new code for 23/24)
4507 Vehicle insurance	40.1%	Insurance paid to 20th January 2023.
4508 Road Fund Licence	52.2%	Tax paid to 31st December 2023.
4509 Servicing & Maintenance (vehicles)	0.4%	Not required to date.
4511 Vehicle Tracking	43.5%	First quarter invoices paid, plus fee to move trackers to new vehicles.
4514 Grass Cutting M/C Lease	125.1%	£4,999.88 used for purchase of 2nd mower as per FC062 26 July 2022. Lease costs for 1st mower with maintenance contract included. (Split to be journalled)
4515 Grass Cutting M/C Maint	47.1%	£1,798.41 Used for purchase of 2nd mower as per FC062 26 July 2022. £889 paid for mower repair. Remainder to cover annual service contract. (Currently mis-coded to 4514- to be journalled)
4517 Litter, Cleansing & Gritting	50.4%	Large bin bag order processed.
4522 Grounds Maintenance Contract	61.3%	Summer maintenance invoice processed. (Payment in monthly installments).
4524 Vehicle Electricity (Fuel)	0.0%	Awaiting first invoice from SSE.
4604 Festive enhancements	0.0%	Will be spent in Q3.
4615 New Machinery	0.0%	Not required to date.
4700 PWLB Repayment	0.0%	First payment estimated for Q4.

Detailed Income & Expenditure by Budget Heading 07/06/2023

Month No: 2 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
302	Play Areas								
1410	Play Area Grant	0	0	10,000	10,000			0.0%	
	Play Areas :- Income	**0**	**0**	**10,000**	**10,000**			**0.0%**	**0**
4010	Play Area Contractor/Security	1,000	1,000	13,000	12,000		12,000	7.7%	
4027	CCTV	170	170	1,071	901		901	15.9%	
4305	Play Equipment Repairs	2,350	1,201	10,000	8,799		8,799	12.0%	
4306	Play Area Inspection	0	0	1,208	1,208		1,208	0.0%	
4518	Surface Repairs	0	0	2,500	2,500	143	2,357	5.7%	
5900	EMR Spend	0	17,117	0	(17,117)	535	(17,652)	0.0%	17,117
	Play Areas :- Indirect Expenditure	**3,520**	**19,488**	**27,779**	**8,291**	**678**	**7,613**	**72.6%**	**17,117**
	Net Income over Expenditure	**(3,520)**	**(19,488)**	**(17,779)**	**1,709**				
6000	plus Transfer From EMR	0	17,117						
	Movement to/(from) Gen Reserve	**(3,520)**	**(2,371)**						
305	Leisure Gardens								
1004	Leisure Garden Tenants	10	1,226	2,539	1,313			48.3%	
	Leisure Gardens :- Income	**10**	**1,226**	**2,539**	**1,313**			**48.3%**	**0**
4310	Leisure Gardens Maintenance	31	31	2,329	2,298		2,298	1.3%	
4315	Leisure Garden Water Rates	139	139	210	71		71	66.4%	
	Leisure Gardens :- Indirect Expenditure	**170**	**170**	**2,539**	**2,369**	**0**	**2,369**	**6.7%**	**0**
	Net Income over Expenditure	**(160)**	**1,056**	**0**	**(1,056)**				
307	Parks & Open Spaces								
1008	Great Western Community Forest	0	0	1,414	1,414			0.0%	
1183	Grounds Maint Work	0	0	1,800	1,800			0.0%	
	Parks & Open Spaces :- Income	**0**	**0**	**3,214**	**3,214**			**0.0%**	**0**
4000	Salaries	0	31,673	407,882	376,209		376,209	7.8%	
4006	General Maintenance	98	98	2,000	1,902	80	1,822	8.9%	
4009	Maintenance Contractor	0	0	400	400		400	0.0%	
4017	Cleaning Materials	0	2	25	23		23	9.5%	
4020	Staff Training	0	0	4,600	4,600		4,600	0.0%	
4026	Medical expenses	0	0	1,000	1,000		1,000	0.0%	
4033	Staff licences	0	0	570	570		570	0.0%	
4040	Covid19/Staff Larder	233	234	750	516		516	31.2%	
4101	Utilities	560	257	3,500	3,243		3,243	7.4%	
4102	Health & Safety	0	0	250	250		250	0.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4105	Alarm Fire/Intruder	0	0	450	450		450	0.0%	
4106	Sanitary Waste	0	0	50	50		50	0.0%	
4109	Mobile phones	206	206	1,298	1,092		1,092	15.9%	
4111	Maintenance - office & POST fa	0	0	250	250		250	0.0%	
4200	Bus Shelters & Repairs	0	0	500	500		500	0.0%	
4206	Great Western Climate Tree	0	0	1,414	1,414		1,414	0.0%	
4301	Arboricultural Work	0	0	6,825	6,825		6,825	0.0%	
4304	Bin collections	0	0	50	50		50	0.0%	
4308	Notice Boards, Seats & Bins	100	100	500	400		400	20.0%	
4309	Horticultural work	10	10	4,778	4,768		4,768	0.2%	
4314	Equipment	1,178	1,178	2,000	822		822	58.9%	
4350	Vandalism	0	0	500	500		500	0.0%	
4506	Fuel	598	(228)	10,000	10,228		10,228	(2.3%)	
4507	Vehicle Insurance	0	1,856	4,628	2,772		2,772	40.1%	
4508	Road Fund Licence	0	439	840	401		401	52.2%	
4509	Servicing & Maintenance (Vehic	40	40	9,930	9,890		9,890	0.4%	
4510	Workwear & PPE	80	80	2,735	2,655		2,655	2.9%	
4511	Vehicle Tracking	178	343	788	445		445	43.5%	
4514	Grass Cutting M/C Lease	0	13,757	11,000	(2,757)		(2,757)	125.1%	
4515	Grass Cutting M/C maint	898	2,823	6,000	3,177		3,177	47.1%	
4517	Litter, Cleansing & gritting	0	0	2,750	2,750	1,386	1,364	50.4%	
4521	Vehicle Lease	728	728	0	(728)		(728)	0.0%	
4522	Grounds Maintenance Contract	2,545	2,545	18,922	16,377	9,049	7,328	61.3%	
4523	Fuel - Grass cutting	402	402	5,052	4,650		4,650	8.0%	
4524	Vehicle Electricity (fuel)	0	0	3,000	3,000		3,000	0.0%	
4604	Festive Enhancements	0	0	500	500		500	0.0%	
4610	Vehicles	130	5,702	20,499	14,797		14,797	27.8%	
4615	New Machinery	0	0	2,800	2,800		2,800	0.0%	
4633	Street Sweeper Lease	20,050	20,050	25,376	5,326		5,326	79.0%	
4634	Street Sweeper Maintenance	5,456	5,456	4,324	(1,132)		(1,132)	126.2%	
4700	PWLB Repayment	0	0	12,500	12,500		12,500	0.0%	
5900	EMR Spend	2,240	2,240	0	(2,240)		(2,240)	0.0%	740
	Parks & Open Spaces :- Indirect Expenditure	**35,730**	**89,992**	**581,236**	**491,244**	**10,515**	**480,729**	**17.3%**	**740**
	Net Income over Expenditure	**(35,730)**	**(89,992)**	**(578,022)**	**(488,030)**				
6000	plus Transfer From EMR	740	740						
	Movement to/(from) Gen Reserve	**(34,990)**	**(89,252)**						

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Detailed Income & Expenditure by Budget Heading 07/06/2023

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	10	1,226	15,753	14,527			7.8%	
Expenditure	39,421	109,650	611,554	501,904	11,193	490,711	19.8%	
Net Income over Expenditure	(39,411)	(108,425)	(595,801)	(487,377)				
plus Transfer From EMR	740	17,857						
Movement to/(from) Gen Reserve	(38,671)	(90,567)						