Haydon Wick Parish Council
Annual Budget - By Centre (Actual YTD Month 6)
Quarter Two Budget Review 2024/25

			2023/24			2024/25						
			Budget	Actual		Budget	Actual YTD	Projected	Committed		% Budget Spend to Q2	Notes
101	**Administration**											
1176	Precept		974,815	974,815		1,157,103	1,157,103	1,157,103	-		100.00%	Full precept received
1177	Council Tax Support Grant		16,598	16,598		-	16,598	16,598	-			Not budgeted for - moved to EMR for GMF contingency
1184	CIL & S106 Receipts		-	6,544		-	-	-	-			
1190	Interest Received		2,000	12,200		5,000	6,608	11,000	-		132.16%	Use of reserves lower than expected for GMF
1195	FIT Payments		100	444		500	(68)	500	-		-13.60%	Chased for payment - should be received by November
1199	Miscellaneous Income		-	3,581		-	-	-	-			
		Total Income	**993,513**	**1,014,182**		**1,162,603**	**1,180,241**	**1,185,201**	**-**		**101.52%**	
4000	Salaries		265,990	255,425		292,698	130,377	268,036	-		44.54%	
4007	Councillors' Allowances		16,967	12,490		12,470	6,234	12,468	-		49.99%	
4008	Professional Services		2,500	2,500		2,500	9	2,500	-		0.36%	Not required to date
4011	Photocopier Lease & charges		1,470	1,215		1,325	322	800	-		24.30%	No charges for chief officer printer due to reduction in use. Newer printer in office - also reduced usage.
4012	Insurance		3,696	3,791		4,072	3,351	4,072	-		82.29%	Paid to month 10
4013	Insurance Claims		500	294		500	-	500	-		0.00%	Not required to date
4016	Travelling Expenses		200	151		200	108	300	-		54.00%	
4018	Stationery		1,000	618		765	483	765	-		63.14%	
4019	Postage		200	216		140	31	100	-		22.14%	Reduction in posted correspondence. Email use preferred.
4020	Staff Training		5,200	5,641		4,650	331	4,650	5		7.12%	Training plan in progress
4021	Councillor Training		1,200	135		350	-	100	-		0.00%	Not required to date
4023	Audit Internal/External		2,972	3,007		3,031	2,044	3,031	-		67.44%	External audit complete
4024	IT Support		8,700	9,481		9,147	7,480	9,932	-		81.78%	Some elements paid for full year
4025	IT Equipment		1,750	1,365		1,750	-	1,750	-		0.00%	Not required to date
4026	Medical expenses		630	527		520	-	520	-		0.00%	Not required to date
4028	Recruitment		-	-		2,000	-	2,000	-		0.00%	Not required to date
4090	Elections/Co-options		18,985	13,437		6,000	-	6,000	-		0.00%	Rolling EMR
4109	Mobile phones		647	641		395	318	670	-		80.51%	Higher proportion of contracts retained than estimated
4215	Subscriptions		2,973	2,818		2,900	2,935	3,022	-		101.21%	Subscriptions paid for year. Higher costs than budgeted.
4220	Legal Fees		2,000	1,625		2,000	1,953	2,000	-		97.65%	Open spaces lease dead
4480	Climate Change & Biodiversity		2,500	-		750	-	-	-		0.00%	Not required to date
4490	Bank charges		252	275		255	211	375	-		82.75%	Higher income resulting in higher bank charges
4491	Square Card Receipts Charges		-	27		31	36	50	-		116.13%	Higher income resulting in higher card charges
4510	Workwear & PPE		510	461		200	165	200	-		82.50%	Bulk orders processed
4600	New Office Equipment		500	6		500	262	500	-		52.40%	
4702	Defib Expenses/Maintenance		-	262		-	-	-	-			
4999	Sundries		200	233		350	246	350	-		70.29%	Use of staff larder from October 2024
5900	EMR Spend		-	3,754		-	3,140	-	-			
		Overhead Expenditure	**341,542**	**320,396**		**349,499**	**160,036**	**324,691**	**5**		**45.79%**	
		101 Net Income over Expenditure	**651,971**	**693,787**		**813,104**	**1,020,205**	**860,510**	**(5)**		**125.47%**	
6000		**plus Transfer From EMR**	**-**	**3,754**		**-**	**3,140**	**-**	**-**			
		Movement to/(from) Gen Reserve	**651,971**	**697,541**		**813,104**	**1,023,345**	**860,510**			**125.86%**	
102	**Office Expenditure**											
1000	Hire Of Premises		9,000	4,016		5,000	2,726	4,500	-		54.52%	
		Total Income	**9,000**	**4,016**		**5,000**	**2,726**	**4,500**	**-**		**54.52%**	
4009	Maintenance Contractor		1,000	945		1,000	-	1,000	-		0.00%	Not required to date
4017	Cleaning Materials		368	392		375	291	550	-		77.60%	Higher head count in office resulting in higher usage
4040	Covid19/Staff Larder		750	772		500	-	500	-		0.00%	Use from October 2024
4100	Office Site Lease		2,720	2,590		2,642	1,943	2,590	-		73.54%	Paid to end Q3
4101	Utilities		3,000	2,875		3,454	264	3,454	-		7.64%	Final bill expected from SSE
4102	Health & Safety		1,010	263		650	428	650	-		65.85%	DSE audit completed

			2023/24			2024/25						
			Budget	Actual		Budget	Actual YTD	Projected	Committed		% Budget Spend to Q2	Notes
4104	Repairs/Replacements		500	413		500	438	500	120		87.60%	Repairs to lights and EV charger
4105	Alarm Fire/Intruder		647	481		550	348	348	-		63.27%	
4106	Sanitary Waste		193	81		87	77	87	-		88.51%	Paid to month 11
4107	Contracts & Agreements		190	1,426		185	181	181	415		97.84%	Water filter paid for full year
4110	Landline/Broadband		2,203	1,769		1,470	916	1,591	-		62.31%	
4111	Maintenance - office & POST fa		525	382		560	585	560	158		104.46%	PAT testing complete. Emergency lighting repaired
4112	Room Hire Sundries		105	57		100	-	100	-		0.00%	Not required to date
4304	Bin collections		630	629		700	369	640	-		52.71%	
5900	EMR Spend		-	95		-	-	-	-			
		Overhead Expenditure	**13,841**	**13,169**		**12,773**	**5,841**	**12,751**	**693**		**45.73%**	
		102 Net Income over Expenditure	**(4,841)**	**(9,154)**		**(7,773)**	**(3,115)**	**(8,251)**	**(693)**		**40.07%**	
6000		**plus Transfer From EMR**	**-**	**95**		**-**	**-**	**-**	**-**			
		Movement to/(from) Gen Reserve	**(4,841)**	**(9,059)**		**(7,773)**	**(3,115)**	**(8,251)**			**40.07%**	
202	Grants											
4209	Grants		5,000	4,336		5,000	3,000	5,000	-		60.00%	
		Overhead Expenditure	**5,000**	**4,336**		**5,000**	**3,000**	**5,000**	**-**		**60.00%**	
		Movement to/(from) Gen Reserve	**(5,000)**	**(4,336)**		**(5,000)**	**(3,000)**	**(5,000)**			**60.00%**	
302	**Play Areas**											
1410	Play Area Grant		10,000	-		-	-	-	-			
		Total Income	**10,000**	**-**		**-**	**-**	**-**	**-**			
4010	Play Area Contractor/Security		13,000	11,987		12,500	5,000	12,500	-		40.00%	
4027	CCTV		1,071	1,020		1,040	510	1,020	-		49.04%	
4305	Play Equipment Repairs		10,000	8,148		12,000	666	12,000	49		5.55%	Maintenance plan in progress
4306	Play Area Inspection		1,208	1,272		1,232	-	1,350	-		0.00%	Due December/January
4316	Play Area Refurbishment		-	-		10,000	-	10,000	-		0.00%	Rolling EMR
4518	Surface Repairs		2,500	885		20,000	-	20,000	315		0.00%	Rolling EMR
5900	EMR Spend		-	82,054		-	-	-	3,226			
		Overhead Expenditure	**27,779**	**105,365**		**56,772**	**6,176**	**56,870**	**3,590**		**10.88%**	
		302 Net Income over Expenditure	**(17,779)**	**(105,365)**		**(56,772)**	**(6,176)**	**(56,870)**	**(3,590)**		**10.88%**	
6000		**plus Transfer From EMR**	**-**	**82,034**		**-**	**-**	**-**	**-**			
		Movement to/(from) Gen Reserve	**(17,779)**	**(23,331)**		**(56,772)**	**(6,176)**	**(56,870)**			**10.88%**	
305	**Leisure Gardens**											
1004	Leisure Garden Tenants		2,539	2,819		2,889	3,115	3,200	-		107.82%	Full year rent processed
		Total Income	**2,539**	**2,819**		**2,889**	**3,115**	**3,200**	**-**		**107.82%**	
4310	Leisure Gardens Maintenance		2,329	37		2,306	55	2,650	-		2.39%	Expenditure to contra income - rolling EMR balance at YE
4315	Leisure Garden Water Rates		210	228		233	113	200	-		48.50%	
4318	Leisure Garden Competitions		-	-		350	-	350	-		0.00%	Credit card transactions to be processed in Q3
		Overhead Expenditure	**2,539**	**265**		**2,889**	**168**	**3,200**	**-**		**5.82%**	
		Movement to/(from) Gen Reserve	**-**	**2,554**		**-**	**2,947**	**-**				
307	**Parks & Open Spaces**											
1008	Great Western Community Forest		1,414	-		1,435	3,878	3,878	-		270.24%	Pocket forest income - expenditure to contra
1183	Grounds Maint Work		1,800	950		950	150	800	-		15.79%	Lower maintenance performed than budgeted. Winter gritting of car park to be invoiced in Q3
		Total Income	**3,214**	**950**		**2,385**	**4,028**	**4,678**	**-**		**168.89%**	
4000	Salaries		407,882	419,919		468,647	229,510	445,500	-		48.97%	
4006	General Maintenance		2,000	862		1,800	1,011	1,800	-		56.17%	
4009	Maintenance Contractor		400	-		600	-	600	-		0.00%	Potential use in GMF Q4
4017	Cleaning Materials		25	36		100	44	200	-		44.00%	
4020	Staff Training		4,600	3,806		5,500	1,520	5,500	490		27.64%	Staff training plan in progress
4026	Medical expenses		1,000	760		1,000	432	1,000	-		43.20%	
4033	Staff licences		570	-		-	-	-	-			
4040	Covid19/Staff Larder		750	757		500	-	500	-		0.00%	Use from October 2024
4101	Utilities		3,500	646		3,570	174	3,570	-		4.87%	Final invoice from SSE expected

			2023/24			2024/25						
			Budget	Actual		Budget	Actual YTD	Projected	Committed		% Budget Spend to Q2	Notes
4102	Health & Safety		250	-		1,000	-	1,000	-		0.00%	Potential use in GMF Q4
4105	Alarm Fire/Intruder		450	-		1,200	-	1,200	-		0.00%	Potential use in GMF Q4
4106	Sanitary Waste		50	-		85	-	85	-		0.00%	Potential use in GMF Q4
4109	Mobile phones		1,298	1,316		900	640	1,107	-		71.11%	Contracts retained higher than estimated
4111	Maintenance - office & POST fa		250	11		-	-	-	-			
4200	Bus Shelters & Repairs		500	500		500	42	500	-		8.40%	Winter maintenance projects
4206	Great Western Climate Tree		1,414	127		1,435	-	3,878	-		0.00%	Contra income for pocket forests
4301	Arboricultural Work		6,825	-		6,962	900	6,962	-		12.93%	Tractor hire invoices to come
4304	Bin collections		50	-		200	-	200	-		0.00%	Potential use in GMF Q4
4308	Notice Boards, Seats & Bins		500	140		2,500	-	2,500	-		0.00%	Winter maintenance projects
4309	Horticultural work		4,778	1,127		4,873	203	4,873	-		4.17%	Winter maintenance projects
4314	Equipment		2,000	1,597		1,500	1,438	1,500	-		95.87%	Bulk orders processed
4350	Vandalism		500	245		150	100	150	-		66.67%	Bulk orders processed
4506	Fuel		10,000	7,503		6,885	3,696	6,885	-		53.68%	
4507	Vehicle Insurance		4,628	2,275		2,709	2,098	2,709	-		77.45%	Paid to month 10
4508	Road Fund Licence		840	708		722	1,026	1,295	-		142.11%	Includes sweeper road tax which was included in initial rental in previous year so not budgeted for
4509	Servicing & Maintenance (Vehic		9,930	6,102		5,000	2,637	5,000	486		52.74%	
4510	Workwear & PPE		2,735	2,114		2,448	1,267	2,448	-		51.76%	
4511	Vehicle Tracking		788	910		900	599	916	-		66.56%	Paid quarterly in advance
4514	Grass Cutting M/C Lease		11,000	11,284		11,000	5,721	11,000	-		52.01%	
4515	Grass Cutting M/C maint		6,000	6,473		6,812	5,502	6,812	2,524		80.77%	Peak season near completion
4517	Litter, Cleansing & gritting		2,750	2,898		3,040	1,837	3,040	-		60.43%	
4522	Grounds Maintenance Contract		18,922	16,117		16,257	9,749	16,257	5,994		59.97%	
4523	Fuel - Grass cutting		5,052	3,633		3,845	3,156	3,845	-		82.08%	Peak season near completion
4524	Vehicle Electricity (fuel)		3,000	1,066		1,020	(558)	1,020	-		-54.71%	Final invoice from SSE expected
4604	Festive Enhancements		500	163		500	190	500	-		38.00%	
4610	Vehicles		20,499	19,906		19,840	17,479	19,840	-		88.10%	Goupil invoice to year end processed
4615	New Machinery		2,800	92		2,500	861	2,500	18		34.44%	Further equipment to purchase for GMF
4633	Street Sweeper Lease		19,068	20,275		19,920	9,990	19,920	-		50.15%	
4634	Street Sweeper Maintenance		10,632	18,127		15,236	2,793	15,236	1,053		18.33%	Rolling EMR
4635	Waterside Rent		-	-		1,500	39	1,500	-		2.60%	Start use in M6 as EMR utilised to date
4700	PWLB Repayment		12,500	-		12,500	-	12,500	-		0.00%	Rolling EMR
5900	EMR Spend		-	22,888		-	8,939	-	5,470			
		Overhead Expenditure	**581,236**	**574,379**		**635,656**	**313,037**	**615,848**	**16,036**		**49.25%**	
		307 Net Income over Expenditure	**(578,022)**	**(573,429)**		**(633,271)**	**(309,009)**	**(611,170)**	**(16,036)**		**48.80%**	
6000		**plus Transfer From EMR**	**-**	**23,014**		**-**	**8,939**	**-**	**-**			
		Movement to/(from) Gen Reserve	**(578,022)**	**(550,415)**		**(633,271)**	**(300,069)**	**(611,170)**			**47.38%**	
401	**Newsletter**											
1001	Newsletter Advertising		500	2,513		2,500	1,756	2,500	-		70.24%	Some adverts paid 3 in advance
		Total Income	**500**	**2,513**		**2,500**	**1,756**	**2,500**	**-**		**70.24%**	
4400	Newsletter Printing		9,888	9,807		10,780	2,404	7,212	2,440		22.30%	Second magazine due to be printed imminently
4403	Newsletter Distribution		3,690	3,570		3,764	1,110	3,300	-		29.49%	Second magazine due to be printed imminently
4404	Newsletter Artwork		1,554	1,036		1,780	860	860	-		48.31%	
		Overhead Expenditure	**15,132**	**14,413**		**16,324**	**4,374**	**11,372**	**2,440**		**26.79%**	
		Movement to/(from) Gen Reserve	**(14,632)**	**(11,900)**		**(13,824)**	**(2,618)**	**(8,872)**			**18.94%**	
402	**Community Development**											
1005	Community Development & Grant		15,000	1,850		-	-	-	-			
1009	Memorial benches		3,462	1,023		3,662	187	3,662	-		5.11%	Not required to date
1150	Community Dev & Grant income		-	-		-	50	50	-			
1210	Mem Cafe Income & Donations		-	674		450	1,033	1,500	-		229.56%	Income for events - contra expenditure at 4330/402
1220	Football Pitch Income		-	665		765	585	765	-		76.47%	Invoiced to month 8
1400	I&L Events Income		-	2,526		2,800	5,897	7,000	-		210.61%	Income for events - contra expenditure at 4402/402 & 4320/402
		Total Income	**18,462**	**6,738**		**7,677**	**7,752**	**12,977**	**-**		**100.98%**	
4000	Salaries		83,681	64,058		84,833	34,838	77,236	-		41.07%	

			2023/24			2024/25						
			Budget	Actual		Budget	Actual YTD	Projected	Committed		% Budget Spend to Q2	Notes
4002	Memory Cafe salaries		10,000	21,372		24,464	12,182	27,799	-		49.80%	
4212	Christmas Activities		1,500	1,525		1,530	-	1,530	257		0.00%	Use in Q3
4320	Youth Engagement		1,000	868		1,000	1,055	1,500	100		105.50%	Contra income at 1400/402
4330	Memory Cafe		5,000	4,683		4,000	3,061	4,700	140		76.53%	Contra income at 1210/402
4331	Memory Cafe Consumables		2,500	1,745		350	106	350	-		30.29%	Planned expenditure in Q3
4332	CD Aspirations		3,834	1,329		-	-	-	-			
4401	Web Site & Social Media		500	172		600	484	600	-		80.67%	Annual licences purchased
4402	Marketing & Events		5,000	5,018		5,000	6,267	7,500	2,108		125.34%	Contra income at 1400/402
4412	Branding		500	380		300	111	300	-		37.00%	
4413	Consultation/Events		250	-		250	-	250	-		0.00%	Not required to date
4416	Competitions		500	352		225	45	225	-		20.00%	Not required to date
4418	Memorial benches		3,462	1,118		3,462	24	3,462	-		0.69%	Not required to date
4629	Community Choices		7,500	7,152		7,500	2,161	7,500	275		28.81%	Programme in progress
5900	EMR Spend		-	2,927		-	65	-	-			
		Overhead Expenditure	**125,227**	**112,700**		**133,514**	**60,398**	**132,952**	**2,880**		**45.24%**	
		402 Net Income over Expenditure	**(106,765)**	**(105,962)**		**(125,837)**	**(52,646)**	**(119,975)**	**(2,880)**		**41.84%**	
6000		**plus Transfer From EMR**	**-**	**12,927**		**-**	**125**	**-**	**-**			
6001		**less Transfer To EMR**	**-**	**967**		**-**	**-**	**-**	**-**			
		Movement to/(from) Gen Reserve	**(106,765)**	**(94,002)**		**(125,837)**	**(52,521)**	**(119,975)**			**41.74%**	
501	**Community Transport**											
1002	Community Transport Fares		2,300	3,296		3,570	1,694	3,570	-		47.45%	
1003	Community Transport BSOG		250	153		250	92	350	-		36.80%	
		Total Income	**2,550**	**3,448**		**3,820**	**1,786**	**3,920**	**-**		**46.75%**	
4500	Bus Tax & Insurance		920	740		755	758	755	-		100.40%	Paid to month 10, road tax to month 8, breakdown full year
4501	Bus Fuel Costs		840	1,057		1,122	460	1,000	-		41.00%	
4502	Bus Servicing & Repairs		1,050	356		1,071	182	1,000	-		16.99%	Not fully required to date
4504	Bus Driver Training		600	797		450	220	450	-		48.89%	
4505	Bus Admin/Misc		75	237		50	73	100	-		146.00%	Valet clean
		Overhead Expenditure	**3,485**	**3,188**		**3,448**	**1,692**	**3,305**	**-**		**49.07%**	
		Movement to/(from) Gen Reserve	**(935)**	**260**		**372**	**94**	**615**			**25.27%**	
605	**Capital Projects**											
4705	GMF Build		-	-		-	274,425	-	372,165			
		Direct Expenditure	**-**	**-**		**-**	**274,425**	**-**	**372,165**			
4618	Emergency Plan		-	-		250	-	250	-			
4621	Mini bus		-	-		10,000	-	10,000	-			
4622	Councillor devices		1,000	369		750	-	750	-			
		Overhead Expenditure	**1,000**	**369**		**11,000**	**-**	**11,000**	**-**			
		Movement to/(from) Gen Reserve	**(1,000)**	**(369)**		**(11,000)**	**(274,425)**	**(11,000)**				
		Total Budget Income	**1,039,778**	**1,034,666**		**1,186,874**	**1,201,405**	**1,216,976**	**-**			
		Expenditure	**1,116,781**	**1,148,581**		**1,226,875**	**829,146**	**1,176,989**	**397,808**			
		Net Income over Expenditure	**(77,003)**	**(113,915)**		**(40,001)**	**372,258**	**39,987**	**(397,808)**			
		plus Transfer From EMR	**-**	**121,825**		**-**	**12,204**	**-**	**-**			
		less Transfer To EMR	**-**	**967**		**-**	**-**	**-**	**-**			
		Movement to/(from) Gen Reserve	**(77,003)**	**6,943**		**(40,001)**	**384,463**	**39,987**				