Haydon Wick Parish Council
Annual Budget - By Centre (Actual YTD Month 6)

> 15% Under budgeted expenditure or >15% Over budgeted income for quarter two (green)
>15% Over budgeted expenditure or >15% Under budgeted income for quarter two (red)
Not budgeted for (purple)

			2022/23		2023/24					
			Budget	Actual	Budget	Actual YTD	Projected	Committed	% Budget spend to Q2	Budget Notes
101	**Administration**									
1176	Precept		892865	892865	974815	974815	974815	0	100.00	23/24: Two instalments received
1177	Council Tax Support Grant		16598	16598	16598	16598	16598	0	100.00	23/24: Two instalments received
1184	CIL & S106 Receipts		0	8295	0	0	0	0	0.00	23/24: No receipts to date.
1190	Interest Received		500	4273	2000	4682	11000	0	234.10	23/24: Interest rates positively affected CCLA investments
1195	FIT Payments		100	100	100	279	500	0	279.00	23/24: Solar panel payment due, part payment into 22/23. p'ment to 23.06.23 received.
		Total Income	**910063**	**922356**	**993513**	**996375**	**1002913**	**0**	100.29	
4000	Salaries		243856	231593	265990	124530	260363	0	46.82	23/24: NJC increase to be agreed nationally. Expected Oct/Nov 23. Salary changes agreed FC 26.09.23
4007	Councillors' Allowances		17656	13614	16967	6256	12490	0	36.87	23/24: cllrs £899.64 ea (X17) + chr £1,672.80. no inc agrd 22.11.22. Some Cllrs refusing allowances
4008	Professional Services		9000	3891	2500	0	2500	0	0.00	23/24: HR consultants and other non-project related fees.
4011	Photocopier Lease & charges		1500	1364	1470	261	1470	0	17.76	23/24: Invoiced quarterly in arrears. Q1 invoices in process. Billing issue w/ Ricoh - JS Chased.
4012	Insurance		3500	624	3696	3121	3696	0	84.44	23/24: Due Feb 24. 10/12 paid into 23/24
4013	Insurance Claims		500	465	500	144	500	0	28.80	23/23: Damaged motorcycle.
4016	Travelling Expenses		400	87	200	67	200	0	33.50	23/24: Minimal as most training completed online to date.
4017	Cleaning Materials		0	0	0	0	0	62	0.00	23/24: PO to incorrect cost centre, to be rectified when invoice processed.
4018	Stationery		1250	962	1000	266	750	0	26.60	23/24: Projected underspend.
4019	Postage		1000	294	200	124	175	0	62.00	23/24: Franking machine return charged.
4020	Staff Training		6000	2025	5200	(150)	5200	325	(2.88)	23/24: Refund for training in 22/23 received.
4021	Councillor Training		600	305	1200	0	600	0	0.00	23/24: Most training completed in-house
4023	Audit Internal/External		3366	3435	2972	2025	2969	0	68.14	23/24: Internal £943.31. External £2100. 22/23 accrual overstated.
4024	IT Support		6487	8391	8700	7009	9000	3040	80.56	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	0	3.94	23/24: One laptop to purchase.
4026	Medical expenses		850	130	630	60	630	0	9.52	Eye tests, glasses, Flu jabs etc.
4090	Elections/Co-options		0	0	18985	13437	13437	0	70.78	23/24: Contested election May 23.
4109	Mobile phones		450	616	647	300	515	0	46.37	23/24: contracts canx frm Nov 23 personal use £5pm see F&P Sept 23.
4215	Subscriptions		3500	2779	2973	2763	2798	0	92.94	23/24: Most annual subs paid. ICO £35 to pay
4220	Legal Fees		8000	4788	2000	(700)	2000	0	(35.00)	23/24: Ongoing works accrual frm 22/23 remaining
4480	Climate Change & Biodiversity		2500	0	2500	0	500	0	0.00	22/24: Minimal Budget Required
4490	Bank charges		0	210	252	156	300	0	61.90	23/24: Annual credit card fee (£50) paid.
4491	Square Card Receipts Charges		0	0	0	6	30	0	0.00	23/24: New for 2023
4510	Workwear & PPE		500	0	510	0	510	0	0.00	23/24: Planned expenditure for Q3
4600	New Office Equipment		1000	864	500	6	500	0	1.20	23/24: Planned expenditure for Q3
4702	Defib Expenses/Maintenance		0	33	0	262	262	0	0.00	23.24: RCCG invoiced to contra
4999	Sundries		250	320	200	204	300	0	102.00	23/24: bulk refreshments purchased. Staff larder reinstate in Q3. Increase in staff
5900	EMR Spend		0	0	0	1838	0	0	0.00	Expenditure code used for processing payments from EMR's
		Overhead Expenditure	**317665**	**277864**	**341542**	**162053**	**323445**	**3427**	47.45	
		101 Net Income over Expenditure	**592398**	**644491**	**651971**	**834322**	**679468**	**(3427)**	127.97	
6000		**plus Transfer From EMR**	**0**	**0**	**0**	**1838**	**0**	**0**	0.00	
6001		**less Transfer To EMR**	**0**	**8295**	**0**	**0**	**0**	**0**	0.00	
		Movement to/(from) Gen Reserve	**592398**	**636197**	**651971**	**836160**	**679468**		128.25	
102	**Office Expenditure**									
1000	Hire Of Premises		5000	7078	9000	1651	4000	0	18.34	23/24: Room hire income requires improvement
		Total Income	**5000**	**7078**	**9000**	**1651**	**4000**	**0**	18.34	

			2022/23			2023/24				
			Budget	Actual	Budget	Actual YTD	Projected	Committed	% Budget spend to Q2	Budget Notes
4009	Maintenance Contractor		2500	227	1000	825	1000	0	82.50	23/24: Mtng rm lighting
4017	Cleaning Materials		300	310	368	186	368	0	50.54	23/24: Bulk purchases made
4040	Covid19/Staff Larder		1250	1733	750	235	750	0	31.33	23/24: Staff larder to be reinstated Q3
4100	Office Site Lease		2760	2590	2720	1943	2590	0	71.43	22/23: £647.50 per quarter
4101	Utilities		3500	3763	3000	(1517)	3000	0	(50.57)	23/24: Accrual remains. SSE investigating issue with meter to begin billing
4102	Health & Safety		1168	167	1010	1	700	0	0.10	23/24: H&S Consultant £30pm July onwards + £400 annual audit. Awaiting invoices.
4104	Repairs/Replacements		1000	166	500	137	500	0	27.40	23/24: Office & Meeting Room painted
4105	Alarm Fire/Intruder		616	90	647	423	600	0	65.38	23/24: Annual maintenance contract
4106	Sanitary Waste		184	0	193	74	85	0	38.34	23/24: Bowak £74 pd to end Feb 24 - March to pay
4107	Contracts & Agreements		918	0	190	181	181	0	95.26	23/24: Blue Mountain £181.
4110	Landline/Broadband		2646	2003	2203	1128	2272	0	51.20	23/24:£191.27pm - price increase from June 23. Contract under review Oct 23
4111	Maintenance - office & POST fa		500	482	525	342	502	0	65.14	23/24: Window clean, PAT Testing etc £312. .Bond p'ment for repairs received
4112	Room Hire Sundries		250	110	105	47	100	0	44.76	
4304	Bin collections		300	504	630	330	600	0	52.38	23/24: 120pa conf bin, collection 3x60. Hills £33.5pm - inreased frm June 23
		Overhead Expenditure	**17892**	**12145**	**13841**	**4333**	**13248**	**0**	31.31	
		Movement to/(from) Gen Reserve	**(12,892)**	**(5,067)**	**(4,841)**	**(2,682)**	**(9,248)**		55.40	
202	**Grants**									
4209	Grants		6000	11992	5000	1336	5000	0	26.72	
		Overhead Expenditure	**6000**	**11992**	**5000**	**1336**	**5000**	**0**	26.72	
		Movement to/(from) Gen Reserve	**(6,000)**	**(11,992)**	**(5,000)**	**(1,336)**	**(5,000)**		26.72	
302	**Play Areas**									
1410	Play Area Grant		0	0	10000	0	10000	0	0.00	
		Total Income	**10000**	**0**	**10000**	**0**	**10000**	**0**	0.00	
4010	Play Area Contractor/Security		14000	12131	13000	4987	11987	0	38.36	23/24: Crocsec £1,000pm payment in arrears
4027	CCTV		1224	1020	1071	510	1020	0	47.62	23/24: CCTV Sims £85pm
4305	Play Equipment Repairs		15000	11830	10000	1968	10000	584	19.68	23/24: Planned repairs to be approved 10.10.23 POS Cttee.
4306	Play Area Inspection		2436	1224	1208	0	1208	0	0.00	23/24: Play inspections completed at end financial year
4316	Play Area Refurbishment		24157	(1744)	0	0	0	61294	0.00	23/24: Funds in EMR
4518	Surface Repairs		15000	15000	2500	0	2500	885	0.00	23/24: Planned repairs to be approved 10.10.23 POS Cttee.
5900	EMR Spend		0	2500	0	20760	0	0	0.00	Expenditure code used to process payments from EMR's
		Overhead Expenditure	**71817**	**41962**	**27779**	**28225**	**26715**	**62763**	101.61	
		302 Net Income over Expenditure	**(61817)**	**(41962)**	**(17779)**	**(28225)**	**(16715)**	**(62763)**	158.75	
6000		**plus Transfer From EMR**	**0**	**2500**	**0**	**20760**	**0**	**0**	0.00	
		Movement to/(from) Gen Reserve	**(61,817)**	**(39,462)**	**(17,779)**	**(7,465)**	**(16,715)**		41.99	
305	**Leisure Gardens**									
1004	Leisure Garden Tenants		3259	1187	2539	2778	2778	0	109.41	23/24: Annual invoices raised and half moved to prepayments for 24/25
		Total Income	**3259**	**1187**	**2539**	**2778**	**2778**	**0**	109.41	
4310	Leisure Gardens Maintenance		1500	151	2329	31	2568	0	1.33	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	139	210	0	66.19	
		Overhead Expenditure	**1820**	**260**	**2539**	**170**	**2778**	**0**	6.70	
		Movement to/(from) Gen Reserve	**1439**	**927**	**0**	**2608**	**0**			
307	**Parks & Open Spaces**									
1008	Great Western Community Forest		1197	10057	1414	0	1414	0	0.00	23/24: Grant expected. Contra Expenditure at 4206/307. EMR any remaining budget at YE
1183	Grounds Maint Work		950	1424	1800	0	1500	0	0.00	23/24: Summer work to be invoiced
		Total Income	**2147**	**12414**	**3214**	**0**	**2914**	**0**	0.00	

			2022/23		2023/24					
			Budget	Actual	Budget	Actual YTD	Projected	Committed	% Budget spend to Q2	Budget Notes
4000	Salaries		357072	363950	407882	192370	423936	0	47.16	23/24: NJC increase to be agreed nationally. Expected Oct/Nov 23.
4006	General Maintenance		1500	1672	2000	461	1800	0	23.05	23/24: GMF Build unlikely to complete by FYE
4017	Cleaning Materials		100	94	25	2	25	0	8.00	23/24: GMF Build unlikely to complete by FYE
4020	Staff Training		5050	2405	4600	615	4600	0	13.37	23/24: Q2 review - further training planned for later in the year.
4026	Medical expenses		1430	380	1000	590	1000	0	59.00	23/24: Occ health appointments
4040	Covid19/Staff Larder		1250	1518	750	234	750	0	31.20	23/24:Staff Larder to be reintroduced Q3
4101	Utilities		3500	2698	3500	551	551	0	15.74	23/24: Elec shut off Aug 23. GMF Build unlikely to complete by FYE
4106	Sanitary Waste		100	0	50	0	0	0	0.00	23/24: GMF Build unlikely to complete by FYE
4109	Mobile phones		1506	1236	1298	618	1198	0	47.61	23/24: Mobile phone contracts reviewed Sept 23.
4111	Maintenance - office & POST fa		250	0	250	0	0	0	0.00	23/24: GMF Build unlikely to complete by FYE
4200	Bus Shelters & Repairs		500	0	500	0	500	0	0.00	23/24: Not reqiured to date
4206	Great Western Climate Tree		1197	(922)	1414	0	1414	0	0.00	23/24: Contra income at 1008/307. EMR remaining budget at YE
4301	Arboricultural Work		6500	498	6825	0	6825	471	0.00	23/24: Rolling EMR
4304	Bin collections		100	0	50	0	0	0	0.00	23/24: GMF Build unlikely to complete by FYE
4309	Horticultural work		4550	2456	4778	745	4778	196	15.59	23/24:Wildflower £750, Bulbs £500, Planters £1000, Flower beds £2300.
4314	Equipment		0	0	2000	1354	2000	0	67.70	23/24: hire fees, tools, equipment, materials
4350	Vandalism		500	103	500	32	500	0	6.40	23/24: Minimal requirement to date
4506	Fuel		7850	13712	10000	3004	7500	0	30.04	23/24: Fuel costs reduced since budgeting. Vehicles off road for repairs
4507	Vehicle Insurance		4550	371	4628	1856	2656	0	40.10	23/24: 9/12 paid 23/24. Jan - March to pay approx £800
4508	Road Fund Licence		1173	439	840	439	878	0	52.26	Elec vehicles do not require tax. 3 veh req tax in Dec/Jan.
4509	Servicing & Maintenance (Vehic		10344	11514	9930	14036	21930	1850	141.35	23/24: £12k overbudget to come frm Gen Res for Repairs to offhired Hako.
4510	Workwear & PPE		2500	3190	2735	1104	2735	0	40.37	23/24: Further uniform requirements over winter period
4511	Vehicle Tracking		749	495	788	508	820	0	64.47	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	11000	0	97.85	23/24:1 lease £6kpa, add'n mower purchase contribution.
4515	Grass Cutting M/C maint		8000	4214	6000	6098	6500	181	101.63	23/24: Maint contract £3312pa, £1798.41 towards purch of 2nd mower. Repairs higher than budgeted
4517	Litter, Cleansing & gritting		4000	2444	2750	1458	2750	0	53.02	23/24: large bin bag order processed.
4522	Grounds Maintenance Contract		47919	25974	18922	9723	17265	8498	51.38	23/24: £6500 tractor and flail rental (10 days), £10,765 summer cuts + contingency extra cuts
4523	Fuel - Grass cutting		3040	4938	5052	2597	4500	0	51.41	23/24: Q2 = peak mowing season. Reduced fuel costs since budgeting
4524	Vehicle Electricity (fuel)		0	0	3000	(825)	3000	0	(27.50)	23/24: 3 Elec vehicles - Accrual for 22/23 in budget. SSE to sort meter issue to start billing
4604	Festive Enhancements		500	100	500	0	500	0	0.00	23/24: To be spent in Q3
4610	Vehicles		27400	25391	20499	18225	20326	0	88.91	23/24: Q2 Review - 2x Goupil invoiced to YE. Elec Van 5 more payments tot £2,100.75
4615	New Machinery		35400	35491	2800	0	2800	0	0.00	23/24: Inventory review to be held Q3.
4633	Street Sweeper Lease		0	0	19068	20275	20275	0	106.33	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	10632	0	47.05	23/24: budget split corrected F&P 18.07.23. Balance to EMR @ YE
4700	PWLB Repayment		12500	0	12500	0	12500	0	0.00	23/24: £12500 in EMR for first year repayment. Bal to EMR if not invoiced in 23/24
5900	EMR Spend		0	43574	0	7789	0	0	0.00	Code for EMR expenditure
		Overhead Expenditure	**572250**	**559633**	**581236**	**299720**	**599514**	**11197**	51.57	
		307 Net Income over Expenditure	**(570103)**	**(547219)**	**(578022)**	**(299720)**	**(596600)**	**(11197)**	51.85	
6000		**plus Transfer From EMR**	**0**	**43492**	**0**	**7789**	**0**	**0**	0.00	
		Movement to/(from) Gen Reserve	**(570,103)**	**(503,727)**	**(578,022)**	**(291,931)**	**(596,600)**		50.51	
401	**Newsletter**									
1001	Newsletter Advertising		1250	331	500	2278	2500	0	455.60	23/24: Dramatic increase in advertisers
		Total Income	**1250**	**331**	**500**	**2278**	**2500**	**0**	455.60	
4400	Newsletter Printing		9694	9225	9888	3523	10569	3413	35.63	23/24: Increased printing costs, change in paper. Offset by income.
4403	Newsletter Distribution		2550	2460	3690	0	3690	1230	0.00	£1230 per issue - Summer invoice not processed yet.
4404	Newsletter Artwork		1734	1426	1554	518	1554	512	33.33	Design £512, Games £6 x3 editions
5900	EMR Spend		0	4065	0	0	0	0	0.00	
		Overhead Expenditure	**13978**	**17176**	**15132**	**4041**	**15813**	**5155**	26.70	
		401 Net Income over Expenditure	**(12728)**	**(16845)**	**(14632)**	**(1763)**	**(13313)**	**(5155)**	12.05	
6000		**plus Transfer From EMR**	**0**	**4065**	**0**	**0**	**0**	**0**	0.00	

			2022/23		2023/24					
			Budget	Actual	Budget	Actual YTD	Projected	Committed	% Budget spend to Q2	Budget Notes
402	**Community Development**									
1009	Memorial benches		3462	0	3462	0	3462	0	0.00	Expenditure to contra at 4418/402
1210	Mem Cafe Income & Donations		0	544	0	296	350	0	0.00	Donations recieved
1220	Football Pitch Income		0	400	0	440	695	0	0.00	23/24: AFCHV £10pw. Inc to £15pw from Aug 23. Income not budgeted for in error
1400	I&L Events Income		0	642	0	2161	2500	0	0.00	23/24: Income to offset expenditure for events.
		Total Income	**18462**	**13069**	**18462**	**3397**	**22007**	**0**	18.40	
4000	Salaries		73351	78368	83681	40167	75634	0	48.00	23/24: NJC pay rise to be agreed nationally, expected Oct/Nov 23. Regrades approved September 23.
4002	Memory Cafe salaries		0	18743	10000	9907	11857	0	99.07	23/24: Transferred from EMR 346 - grant funded for first 6 months. Regrade agreed Sept 23
4212	Christmas Activities		1500	1839	1500	0	1500	0	0.00	23/24: Expenditure in Q3
4320	Youth Engagement		1000	0	1000	466	1000	0	46.60	23/24: Events planned - use of Community Choices budget & EMR
4330	Memory Cafe		4500	1367	5000	2189	5000	311	43.78	23/24: Sensory Garden project finished
4331	Memory Cafe Consumables		0	0	2500	1143	2500	325	45.72	23/24: Laptop expenditure to process
4332	CD Aspirations		0	0	3834	0	3834	0	0.00	23/24: Plans under review
4401	Web Site & Social Media		1155	0	500	61	480	0	12.20	23/24: Hosting, domain name etc.
4413	Consultation/Events		250	44	250	0	250	0	0.00	23/24: None required to date
4416	Competitions		500	493	500	302	500	0	60.40	Allotment x3 sites £350, Hero £150
4418	Memorial benches		3462	0	3462	0	3462	0	0.00	Income to contra at 1009/402
4629	Community Choices		12000	5486	7500	4445	7500	0	59.27	23/24: Projects underway and in planning stages
5900	EMR Spend		0	14288	0	600	0	0	0.00	
		Overhead Expenditure	**103468**	**123463**	**125227**	**63558**	**119017**	**636**	50.75	
		402 Net Income over Expenditure	**(85006)**	**(110394)**	**(106765)**	**(60161)**	**(97010)**	**(636)**	56.35	
6000		**plus Transfer From EMR**	**0**	**32384**	**0**	**10507**	**0**	**0**	0.00	
		Movement to/(from) Gen Reserve	**(85,006)**	**(78,010)**	**(106,765)**	**(49,653)**	**(97,010)**		46.51	
501	**Community Transport**									
1002	Community Transport Fares		2000	2323	2300	1587	3000	0	69.00	23/24: Income improving yoy.
1003	Community Transport BSOG		250	491	250	(125)	250	0	(50.00)	23/24: Grant frm 09.22 - 04.23 to be submitted in Sept 23 - some income into 22/23
		Total Income	**2250**	**2814**	**2550**	**1462**	**3250**	**0**	57.33	
4500	Bus Tax & Insurance		1450	370	920	577	750	0	62.72	10/12 paid 2/12 due January 24
4501	Bus Fuel Costs		800	973	840	504	1000	0	60.00	23/24: Fuel prices slowly reducing. Increased trips (income) increase fuel costs.
4502	Bus Servicing & Repairs		600	990	1050	173	1050	0	16.48	
4504	Bus Driver Training		820	320	600	0	600	0	0.00	23/24: First aid training booked for drivers
4505	Bus Admin/Misc		75	26	75	47	75	0	62.67	
605	**Capital Projects**									
4705	GMF Build		0	0	0	0	0	640590	0.00	23/24: Funded from pwlb
4622	Councillor devices		0	0	1000	369	400	0	36.90	23/24: Ipads for Cllrs.
		Overhead Expenditure	**20500**	**48599**	**1000**	**369**	**400**	**0**	36.90	
6000		**plus Transfer From EMR**	**0**	**34937**	**0**	**0**	**0**	**0**	0.00	
		Movement to/(from) Gen Reserve	**(20,500)**	**(13,662)**	**(1,000)**	**(369)**	**(400)**		36.90	
		Total Budget Income	**952431**	**959248**	**1039778**	**1007939**	**1050362**	**0**	96.94	
		Expenditure	**1129135**	**1095773**	**1116781**	**565107**	**1109405**	**723768**	50.60	
		Net Income over Expenditure	**(176704)**	**(136525)**	**(77003)**	**442832**	**(59043)**	**(723768)**	(575.08)	
		plus Transfer From EMR	**0**	**117379**	**0**	**40895**	**0**	**0**	0.00	
		less Transfer To EMR	**0**	**8294**	**0**	**0**	**0**	**0**	0.00	
		Movement to/(from) Gen Reserve	**(176,704)**	**(27,441)**	**(77,003)**	**483727**	**(59,043)**		(628.19)	