Haydon Wick Parish Council
Annual Budget - By Centre (Actual YTD Month 12)
Year-End Budget Review 2024/25

Key
No budget set
EMR Movement
>15% over budgeted expenditure or >15% under budgeted income
<15% under budgeted expenditure or <15% over budgeted income

				2023/24				2024/25	Variance against Budget		
			Budget	Actual	Budget	Actual YTD	Projected	Committed	£	%	Notes
101	**Administration**										
1176	Precept		974,815	974,815	1,157,103	1,157,103	1,157,103	0	0	100.00%	
1177	Council Tax Support Grant		16,598	16,598	0	16,598	0	0	16,598	0.00%	Moved to GMF Contingency EMR
1184	CIL & S106 Receipts		0	6,544	0	9,924	0	0	9,924	0.00%	Moved to GMF Contingency EMR & CIL/S106 EMR
1190	Interest Received		2,000	12,200	5,000	11,910	12,500	0	6,910	238.20%	GMF instalments infrequent towards latter part of year - increased bank balances.
1195	FIT Payments		100	444	500	265	400	0	(235)	53.00%	Income not as expected
1199	Miscellaneous Income		0	3,581	0	2,338	100	0	2,338	0.00%	
		Total Income	**993,513**	**1,014,182**	**1,162,603**	**1,198,139**	**1,170,103**	**0**	**35,536**	**103.06%**	
4000	Salaries		265,990	255,425	292,698	275,354	273,623	0	17,344	94.07%	
4007	Councillors' Allowances		16,967	12,490	12,470	12,468	12,468	0	2	99.98%	
4008	Professional Services		2,500	2,500	2,500	1,411	2,500	0	1,089	56.44%	Not fully required
4011	Photocopier Lease & charges		1,470	1,215	1,325	1,402	1,088	0	(77)	105.81%	
4012	Insurance		3,696	3,791	4,072	4,490	4,072	0	(418)	110.27%	
4013	Insurance Claims		500	294	500	500	500	0	0	100.00%	
4016	Travelling Expenses		200	151	200	660	500	0	(460)	330.00%	GMF completion delayed - staff mileage expenses to Waterside
4018	Stationery		1,000	618	765	829	765	64	(64)	108.37%	
4019	Postage		200	216	140	146	140	0	(6)	104.29%	
4020	Staff Training		5,200	5,641	4,650	4,582	3,000	0	68	98.54%	
4021	Councillor Training		1,200	135	350	51	30	0	299	14.57%	Not fully required
4023	Audit Internal/External		2,972	3,007	3,031	2,975	3,031	0	56	98.15%	
4024	IT Support		8,700	9,481	9,147	9,693	9,932	0	(546)	105.97%	
4025	IT Equipment		1,750	1,365	1,750	47	500	0	1,703	2.69%	Not fully required
4026	Medical expenses		630	527	520	0	520	0	520	0.00%	Not called for
4028	Recruitment		0	0	2,000	3,070	2,000	0	(1,070)	153.50%	Recruitment of Administrator
4090	Elections/Co-options		18,985	13,437	6,000	0	6,000	0	6,000	0.00%	EMR movement at year end
4109	Mobile phones		647	641	395	560	670	0	(165)	141.77%	Expenses higher than expected - increase in staff
4215	Subscriptions		2,973	2,818	2,900	3,029	3,022	0	(129)	104.45%	
4220	Legal Fees		2,000	1,625	2,000	1,953	2,000	0	47	97.65%	
4480	Climate Change & Biodiversity		2,500	0	750	0	750	0	750	0.00%	Not required
4490	Bank charges		252	275	255	332	375	0	(77)	130.20%	Increased income resulted in increased charges
4491	Square Card Receipts Charges		0	27	31	75	100	0	(44)	241.94%	Increased income resulted in increased charges
4510	Workwear & PPE		510	461	200	141	200	187	59	70.50%	Not fully required
4600	New Office Equipment		500	6	500	531	300	0	(31)	106.20%	
4999	Sundries		200	233	350	333	350	0	17	95.14%	
5900	EMR Spend		0	3,754	0	3,140	0	0	(3,140)	0.00%	
		Overhead Expenditure	**341,542**	**320,396**	**349,499**	**327,772**	**328,436**	**251**	**21,727**	**93.78%**	
		101 Net Income over Expenditure	**651,971**	**693,787**	**813,104**	**870,367**	**841,667**	**(251)**	**57,263**	**107.04%**	
6000		**plus Transfer From EMR**	**0**	**3,754**	**0**	**3,140**	**0**	**0**	**(3,140)**	**0.00%**	
6001		**less Transfer To EMR**	**0**	**0**	**0**	**8,558**	**0**	**0**	**(8,558)**	**0.00%**	
		Movement to/(from) Gen Reserve	**651,971**	**697,541**	**813,104**	**864,949**	**841,667**		**51,845**	**106.38%**	
102	**Office Expenditure**										
1000	Hire Of Premises		9,000	4,016	5,000	5,194	4,500	0	194	103.88%	
		Total Income	**9,000**	**4,016**	**5,000**	**5,194**	**4,500**	**0**	194	**103.88%**	
4009	Maintenance Contractor		1,000	945	1,000	5,583	1,000	0	(4,583)	558.30%	Council approved use of general reserves for improvements to Parish Office doors
4017	Cleaning Materials		368	392	375	631	550	0	(256)	168.27%	Building used by all staff members - increased cleaning requirement
4040	Covid19/Staff Larder		750	772	500	407	500	0	93	81.40%	Not fully required

			2023/24		2024/25				Variance against Budget		
			Budget	Actual	Budget	Actual YTD	Projected	Committed	£	%	Notes
4100	Office Site Lease		2,720	2,590	2,642	2,590	2,590	0	52	98.03%	
4101	Utilities		3,000	2,875	3,454	4,092	3,454	0	(638)	118.47%	Awaiting final SSE statement - accrual estimated
4102	Health & Safety		1,010	263	650	446	650	0	204	68.62%	Not fully required
4104	Repairs/Replacements		500	413	500	580	500	0	(80)	116.00%	Electrical repairs required
4105	Alarm Fire/Intruder		647	481	550	348	348	0	202	63.27%	Replacement panel battery mis code to 4111 (value immaterial)
4106	Sanitary Waste		193	81	87	84	87	0	3	96.55%	
4107	Contracts & Agreements		190	1,426	185	181	181	0	4	97.84%	
4110	Landline/Broadband		2,203	1,769	1,470	1,591	1,591	0	(121)	108.23%	
4111	Maintenance - office & POST fa		525	382	560	652	560	0	(92)	116.43%	Replacement panel battery mis code from 4105 (value immaterial)
4112	Room Hire Sundries		105	57	100	56	0	0	44	56.00%	Not fully required
4304	Bin collections		630	629	700	712	640	0	(12)	101.71%	
5900	EMR Spend		0	95	0	83	0	0	(83)	0.00%	
		Overhead Expenditure	**13,841**	**13,169**	**12,773**	**18,037**	**12,651**	**0**	**(5,264)**	**141.21%**	
		102 Net Income over Expenditure	**(4,841)**	**(9,154)**	**(7,773)**	**(12,843)**	**(8,151)**	**0**	**(5,070)**	**165.23%**	
6000		**plus Transfer From EMR**	**0**	**95**	**0**	**83**	**0**	**0**	**(83)**	**0.00%**	
		Movement to/(from) Gen Reserve	**(4,841)**	**(9,059)**	**(7,773)**	**(12,760)**	**(8,151)**		**(4,987)**	**164.16%**	
202	**Grants**										
4209	Grants		5,000	4,336	6,602	5,702	6,602	0	900	86.37%	
		Overhead Expenditure	**5,000**	**4,336**	**6,602**	**5,702**	**6,602**	**0**	**900**	**86.37%**	
		Movement to/(from) Gen Reserve	**(5,000)**	**(4,336)**	**(6,602)**	**(5,702)**	**(6,602)**		**900**	**86.37%**	
302	**Play Areas**										
4010	Play Area Contractor/Security		13,000	11,987	12,500	12,022	12,050	0	478	96.18%	
4027	CCTV		1,071	1,020	1,040	870	960	0	170	83.65%	Slightly overbudgeted
4305	Play Equipment Repairs		10,000	8,148	12,000	5,637	12,000	1,416	6,363	46.98%	Balance to EMR at year end
4306	Play Area Inspection		1,208	1,272	1,232	1,308	1,350	0	(76)	106.17%	
4316	Play Area Refurbishment		0	0	10,000	4,943	10,000	0	5,057	49.43%	Balance to EMR at year end
4518	Surface Repairs		2,500	885	20,000	1,558	20,000	0	18,442	7.79%	Balance to EMR at year end
5900	EMR Spend		0	82,054	0	2,688	0	0	(2,688)	0.00%	
		Overhead Expenditure	**27,779**	**105,365**	**56,772**	**29,027**	**56,360**	**1,416**	**27,745**	**51.13%**	
		302 Net Income over Expenditure	**(17,779)**	**(105,365)**	**(56,772)**	**(29,027)**	**(56,360)**	**(1,416)**	**(27,745)**	**51.13%**	
6000		**plus Transfer From EMR**	**0**	**82,034**	**0**	**2,688**	**0**	**0**	**(2,688)**	**0.00%**	
		Movement to/(from) Gen Reserve	**(17,779)**	**(23,331)**	**(56,772)**	**(26,339)**	**(56,360)**		**30,433**	**46.39%**	
305	**Leisure Gardens**										
1004	Leisure Garden Tenants		2,539	2,819	2,889	3,151	3,154	0	262	109.07%	
		Total Income	**2,539**	**2,819**	**2,889**	**3,151**	**3,154**	**0**	**262**	**109.07%**	
4310	Leisure Gardens Maintenance		2,329	37	2,306	133	2,544	0	2,173	5.77%	Expense code to contra income - cost centre balance to EMR at year end
4315	Leisure Garden Water Rates		210	228	233	230	450	0	3	98.71%	
4318	Leisure Garden Competitions		0	0	350	160	160	0	190	45.71%	Not fully required - donations received
		Overhead Expenditure	**2,539**	**265**	**2,889**	**523**	**3,154**	**0**	**2,366**	**18.10%**	
		Movement to/(from) Gen Reserve	**0**	**2,554**	**0**	**2,628**	**0**		**2,628**	**0.00%**	Leisure Garden income ring fenced - balance to EMR at year end
307	Parks & Open Spaces										
1008	Great Western Community Forest		1,414	0	1,435	10,153	0	0	8,718	707.53%	Grant income - moved to EMR at year end
1183	Grounds Maint Work		1,800	950	950	250	400	0	(700)	26.32%	Works not completed in-year
		Total Income	**3,214**	**950**	**2,385**	**10,403**	**400**	**0**	**8,018**	**436.18%**	
4000	Salaries		407,882	419,919	468,647	468,028	461,222	0	619	99.87%	
4006	General Maintenance		2,000	862	1,800	2,008	1,800	0	(208)	111.56%	
4009	Maintenance Contractor		400	0	600	0	200	0	600	0.00%	GMF not complete
4017	Cleaning Materials		25	36	100	79	200	0	21	79.00%	GMF not complete
4019	Postage		0	0	0	80	0	0	(80)	0.00%	Mis coding - value immaterial
4020	Staff Training		4,600	3,806	5,500	2,285	2,250	0	3,215	41.55%	Not fully required
4026	Medical expenses		1,000	760	1,000	1,086	1,100	0	(86)	108.60%	
4040	Covid19/Staff Larder		750	757	500	140	250	0	360	28.00%	Not fully required

			2023/24		2024/25				Variance against Budget		
			Budget	Actual	Budget	Actual YTD	Projected	Committed	£	%	Notes
4101	Utilities		3,500	646	3,570	987	1,000	0	2,583	27.65%	GMF not complete - small expenditure as building works using electricity and water
4102	Health & Safety		250	0	1,000	38	500	0	962	3.80%	Not fully required
4105	Alarm Fire/Intruder		450	0	1,200	0	0	0	1,200	0.00%	GMF not complete
4106	Sanitary Waste		50	0	85	0	21	0	85	0.00%	GMF not complete
4109	Mobile phones		1,298	1,316	900	1,275	1,107	0	(375)	141.67%	Expenses higher than expected - increase in staff
4200	Bus Shelters & Repairs		500	500	500	42	500	0	458	8.40%	Not fully required
4206	Great Western Climate Tree		1,414	127	1,435	0	0	0	1,435	0.00%	No expenditure incurred in year
4301	Arboricultural Work		6,825	0	6,962	7,380	6,962	1,400	(418)	106.00%	
4304	Bin collections		50	0	200	0	50	0	200	0.00%	GMF not complete
4308	Notice Boards, Seats & Bins		500	140	2,500	21	2,500	0	2,479	0.84%	Not fully required
4309	Horticultural work		4,778	1,127	4,873	386	2,500	0	4,487	7.92%	Not fully required
4314	Equipment		2,000	1,597	1,500	1,496	1,500	0	4	99.73%	
4350	Vandalism		500	245	150	170	150	0	(20)	113.33%	
4506	Fuel		10,000	7,503	6,885	8,332	6,885	0	(1,447)	121.02%	Additional hire van agreed in year
4507	Vehicle Insurance		4,628	2,275	2,709	2,823	2,709	0	(114)	104.21%	
4508	Road Fund Licence		840	708	722	1,246	1,345	0	(524)	172.58%	Street sweeper not budgeted for. Fine for Goupil.
4509	Servicing & Maintenance (Vehic		9,930	6,102	5,000	5,288	5,000	0	(288)	105.76%	
4510	Workwear & PPE		2,735	2,114	2,448	2,196	2,448	0	252	89.71%	
4511	Vehicle Tracking		788	910	900	1,072	916	0	(172)	119.11%	Additional contract agreed in year
4514	Grass Cutting M/C Lease		11,000	11,284	11,000	7,313	11,000	0	3,687	66.48%	Balance to EMR at year end to contribute towards replacement mower/offhire charges
4515	Grass Cutting M/C maint		6,000	6,473	6,812	7,920	8,000	166	(1,108)	116.27%	Experienced higher repairs/tyres than predicted
4517	Litter, Cleansing & gritting		2,750	2,898	3,040	5,314	3,538	0	(2,274)	174.80%	Large bin bag order at year end
4522	Grounds Maintenance Contract		18,922	16,117	16,257	14,344	16,257	28,828	1,913	88.23%	
4523	Fuel - Grass cutting		5,052	3,633	3,845	4,485	5,000	0	(640)	116.64%	Longer mowing period due to mild weather at start and end of season.
4524	Vehicle Electricity (fuel)		3,000	1,066	1,020	1,124	1,020	0	(104)	110.20%	
4604	Festive Enhancements		500	163	500	291	500	0	209	58.20%	Not fully required
4610	Vehicles		20,499	19,906	19,840	24,325	24,840	57,240	(4,485)	122.61%	Additional hire van agreed in year
4615	New Machinery		2,800	92	2,500	2,413	2,500	0	87	96.52%	
4633	Street Sweeper Lease		19,068	20,275	19,920	19,950	19,920	0	(30)	100.15%	
4634	Street Sweeper Maintenance		10,632	18,127	15,236	7,177	15,236	570	8,059	47.11%	Balance to EMR at year end to contribute towards sweeper offhire charges
4635	Waterside Rent		0	0	1,500	6,699	1,500	0	(5,199)	446.60%	GMF completion delayed
4700	PWLB Repayment		12,500	0	12,500	0	12,500	0	12,500	0.00%	Moved to EMR at year end to contribute towards first year payments
5900	EMR Spend		0	22,888	0	14,409	0	0	(14,409)	0.00%	
		Overhead Expenditure	**581,236**	**574,379**	**635,656**	**622,224**	**624,926**	**88,204**	**13,432**	**97.89%**	
		307 Net Income over Expenditure	**(578,022)**	**(573,429)**	**(633,271)**	**(611,821)**	**(624,526)**	**(88,204)**	**21,450**	**96.61%**	
6000		**plus Transfer From EMR**	**0**	**23,014**	**0**	**14,409**	**0**	**0**	**(14,409)**	**0.00%**	
6001		**less Transfer To EMR**	**0**	**0**	**0**	**3,878**	**0**	**0**	**(3,878)**	**0.00%**	
		Movement to/(from) Gen Reserve	**(578,022)**	**(550,415)**	**(633,271)**	**(601,290)**	**(624,526)**		**31,981**	**94.95%**	
401	**Newsletter**										
1001	Newsletter Advertising		500	2,513	2,500	2,109	2,500	0	(391)	84.36%	Income not achieved in year
		Total Income	**500**	**2,513**	**2,500**	**2,109**	**2,500**	**0**	**(391)**	**84.36%**	
4400	Newsletter Printing		9,888	9,807	10,780	7,243	7,212	0	3,537	67.19%	Pages reduced
4403	Newsletter Distribution		3,690	3,570	3,764	3,390	3,300	0	374	90.06%	
4404	Newsletter Artwork		1,554	1,036	1,780	872	860	0	908	48.99%	Artwork now completed in-house
		Overhead Expenditure	**15,132**	**14,413**	**16,324**	**11,505**	**11,372**	**0**	**4,819**	**70.48%**	
		Movement to/(from) Gen Reserve	**(14,632)**	**(11,900)**	**(13,824)**	**(9,396)**	**(8,872)**		**4,428**	**67.97%**	
402	**Community Development**										
1007	Donations		0	0	0	10	0	0	10	0.00%	
1009	Memorial benches		3,462	1,023	3,662	187	3,662	0	(3,475)	5.11%	None requested in-year - slight expenditure on installation of 23/24 request
1210	Mem Cafe Income & Donations		0	674	450	1,898	1,800	0	1,448	421.78%	Income higher than budgeted - events income - contra overspend at 4330
1220	Football Pitch Income		0	665	765	765	765	0	0	100.00%	
1400	CD Events Income		0	2,526	2,800	6,641	7,000	0	3,841	237.18%	Income higher than budgeted - events income to contra overspend at 4402 & 4320
		Total Income	**18,462**	**6,738**	**7,677**	**9,502**	**13,277**	**0**	**1,825**	**123.77%**	
4000	Salaries		83,681	64,058	84,833	64,348	63,814	0	20,485	75.85%	Staff movements in year

				2023/24				2024/25	Variance against Budget		
			Budget	Actual	Budget	Actual YTD	Projected	Committed	£	%	Notes
4002	Memory Cafe salaries		10,000	21,372	24,464	27,185	27,799	0	(2,721)	111.12%	
4212	Christmas Activities		1,500	1,525	1,530	1,548	1,530	0	(18)	101.18%	
4320	Youth Engagement		1,000	868	1,000	1,928	1,600	120	(928)	192.80%	Income received to contra at 1400
4330	Memory Cafe		5,000	4,683	4,000	5,111	5,000	0	(1,111)	127.78%	Income receved to contra at 1210
4331	Memory Cafe Consumables		2,500	1,745	350	261	350	0	89	74.57%	Not fully required
4401	Web Site & Social Media		500	172	600	608	600	0	(8)	101.33%	
4402	Marketing & Events		5,000	5,018	5,000	11,589	11,000	0	(6,589)	231.78%	Income received to contra at 1400 + agreed use of 4629
4412	Branding		500	380	300	198	300	0	102	66.00%	Not fully required
4413	Consultation/Events		250	0	250	0	0	0	250	0.00%	None occurred in year
4416	Competitions		500	352	225	95	225	0	130	42.22%	Not fully required
4418	Memorial benches		3,462	1,118	3,462	24	3,462	0	3,438	0.69%	Receipts in advance to release over 5 year period to cover maintenance
4629	Community Choices		7,500	7,152	5,898	3,693	5,898	0	2,205	62.61%	Agreed use at 4402
5900	EMR Spend		0	2,927	0	65	0	0	(65)	0.00%	
		Overhead Expenditure	**125,227**	**112,700**	**131,912**	**116,654**	**121,578**	**120**	**15,258**	**88.43%**	
		402 Net Income over Expenditure	**(106,765)**	**(105,962)**	**(124,235)**	**(107,152)**	**(108,301)**	**(120)**	**17,083**	**86.25%**	
6000		**plus Transfer From EMR**	**0**	**12,927**	**0**	**125**	**0**	**0**	**(125)**	**0.00%**	
6001		**less Transfer To EMR**	**0**	**967**	**0**	**0**	**0**	**0**	**0**	**0.00%**	
		Movement to/(from) Gen Reserve	**(106,765)**	**(94,002)**	**(124,235)**	**(107,027)**	**(108,301)**		**17,208**	**86.15%**	
501	**Community Transport**										
1002	Community Transport Fares		2,300	3,296	3,570	3,154	3,570	0	(416)	88.35%	
1003	Community Transport BSOG		250	153	250	1,232	700	0	982	492.80%	Grant higher than expected
		Total Income	**2,550**	**3,448**	**3,820**	**4,386**	**4,270**	**0**	**566**	**114.82%**	
4500	Bus Tax & Insurance		920	740	755	939	758	0	(184)	124.37%	Insurance increase in year
4501	Bus Fuel Costs		840	1,057	1,122	985	1,100	0	137	87.79%	
4502	Bus Servicing & Repairs		1,050	356	1,071	1,884	1,000	0	(813)	175.91%	Large service/repairs at end of financial year
4504	Bus Driver Training		600	797	450	500	450	0	(50)	111.11%	
4505	Bus Admin/Misc		75	237	50	76	100	0	(26)	152.00%	Parking fine
		Overhead Expenditure	**3,485**	**3,188**	**3,448**	**4,383**	**3,408**	**0**	**(935)**	**127.12%**	
		Movement to/(from) Gen Reserve	**(935)**	**260**	**372**	**3**	**862**		**(369)**	**0.81%**	
605	**Capital Projects**										
1010	Public Works Loan		0	0	0	743,064	0	0	743,064	0.00%	
		Total Income	**0**	**0**	**0**	**743,064**	**0**	**0**	**743,064**	**0.00%**	
4705	GMF Build		0	0	0	489,127	0	161,467	(489,127)	0.00%	
		Direct Expenditure	**0**	**0**	**0**	**489,127**	**0**	**161,467**	**(489,127)**	**0.00%**	
4618	Emergency Plan		0	0	250	0	250	0	250	0.00%	Not required
4621	Mini bus		0	0	10,000	0	10,000	0	10,000	0.00%	Moved to EMR at year end
4622	Councillor devices		1,000	369	750	0	0	0	750	0.00%	Not required
		Overhead Expenditure	**1,000**	**369**	**11,000**	**0**	**10,250**	**0**	**11,000**	**0.00%**	
		Movement to/(from) Gen Reserve	**(1,000)**	**(369)**	**(11,000)**	**253,936**	**(10,250)**		**264,936**	**-2308.51%**	Balance of PWLB loan moved to reserve at year end
		Total Budget Income	**1,039,778**	**1,034,666**	**1,186,874**	**1,975,947**	**1,198,204**	**0**	**789,073**	**166.48%**	
		Expenditure	**1,116,781**	**1,148,581**	**1,226,875**	**1,624,954**	**1,178,737**	**251,457**	**(398,079)**	**132.45%**	
		Net Income over Expenditure	**(77,003)**	**(113,915)**	**(40,001)**	**350,992**	**19,467**	**(251,457)**	**(390,993)**	**-877.46%**	
		plus Transfer From EMR	**0**	**121,825**	**0**	**20,445**	**0**	**0**			
		less Transfer To EMR	**0**	**967**	**0**	**12,436**	**0**	**0**			
		Movement to/(from) Gen Reserve	**(77,003)**	**6,943**	**(40,001)**	**359,002**	**19,467**				
		Less: Net Transfers to EMR's outside of income and expenditure				**371,171**					
		Total movement (from) Gen Reserve				**(12,169)**					
		Overall Saving Against Budget				**27,832**					