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LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

Meeting	Parks & Open Spaces Committee
Date	4th March 2025
Report Title	Budget Report to Month 10 (31st January 2025)
Agenda Reference	
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

Income and Expenditure against budget Balances as of 31st January 2025

Total Revenue Budgets	**Total Expenditure Budgets**	**Actual Income to 31st January 2022**	**Actual Expenditure to 31st January 2025**
£5,274	£695,317	£7,271	£547,151
% Income		% Expenditure	
Expected at 31st January 2025	Actual at 31st January 2025	Expected at 31st January 2025	Actual at 31st January 2025
83.33%	137.9%	83.33%	83.3%

Variances to note <68.33% or >98.33%

302 Play Areas		
4305 Play Equipment Repairs	49.6%	Refund received for 22/23 transactions. Maintenance schedule underway.
4306 Play Area Inspection	0.0%	Inspections due in Q4.
4316 Play Area Refurbishment	49.4%	Rolling EMR fund. New play equipment purchased.
4518 Surface Repairs	11.6%	Rolling EMR fund.
305 Leisure Gardens		
1004 Leisure Garden Tenants	108.8%	Income for full year. Overbudget. Surplus to rolling EMR for improvements to Leisure Gardens.
4310 Leisure Garden Maintenance	5.8%	Not required to date. Budget in place to contra income so cost centre is net zero.
4315 Leisure Garden Water Rates	195.8%	Estimated invoice. Use of water at GMF build site.
4318 Leisure Garden Competitions	45.7%	Projected underspend.
307 Parks & Open Spaces		
1008 Community Forest	270.2%	Grant income for pocket forests received.

1183 Grounds Maint Work	36.8%	Minimal external contracts complete. Projected to be underbudget.
4006 General Maintenance	106.4%	Projected slightly over budget.
4009 Maintenance Contractor	0.0%	Not required prior to GMF completion.
4020 Staff Training	38.5%	Training plan in progress.
4026 Medical Expenses	108.6%	Occ. Health appointments.
4040 Covid 19/Staff Larder	0.0%	For use in Q3 & Q4.
4101 Utilities	11.6%	Credit applied to account for 23/24. Elec disconnected until GMF completion. Standing charge payable.
4102 Health & Safety	2.9%	Not required to date.
4105 Alarm Fire/Intruder	0.0%	Not required prior to GMF completion.
4106 Sanitary Waste	0.0%	Not required prior to GMF completion.
4109 Mobile Phones	124.6%	Slightly higher take-up of mobile phone allowance than projected.
4200 Bus Shelters & Repairs	8.4%	Maintenance schedule underway.
4206 Great Wester Climate Trees	0.0%	No large expenditure expected. Grant funds received to contra any maintenance.
4301 Arboricultural Work	126.1%	Tree survey due Month 11. Journal to process – tractor hire from EMR.
4304 Bin Collections	0.0%	Not required prior to GMF completion.
4308 Notice Boards, Seats & Bins	0.0%	Not required to date.
4309 Horticultural Work	7.9%	Not fully required to date.
4314 Equipment	104.5%	Bulk order processed.
4350 Vandalism	113.3%	Bulk graffiti wipes order processed.
4507 Vehicle Insurance	238.1%	Insurance for 25/26 paid – to prepayments at year end.
4508 Road Fund Licence	302.6%	Includes sweeper road tax not budgeted for in error (£327.50). Refund to process for recently scrapped vehicle.
4509 Servicing & Maintenance	107.8%	Tractor repairs – potential insurance claim.
4511 Vehicle Tracking	102.4%	Paid to year end. Slightly over budget.
4514 Grass Cutting Lease	52.0%	Rolling EMR balance at year end.
4515 Grass Cutting M/C Maint	117.3%	Invoice to Month 11 processed plus ad hoc repairs and tyres. Replaced mower seats £1,540.
4517 Litter, Cleansing & Gritting	120.3%	Litter picker order.
4522 Grounds Maintenance Contract	163.1%	PO for extension to tractor hire processed. PO for 2025/26 mowing contract.
4523 Fuel – Grass Cutting	116.6%	Peak mowing season coming to an end.
4524 Vehicle Electricity (Fuel)	(54.7%)	Accrual for Month 8-12 23/24. Awaiting corresponding invoice. New supplier from M7 so

		should have final bills from previous suppliers soon. Letter received from SSE 12.02.25 stating issue with invoicing will be resolved soon.
4604 Festive Enhancements	58.2%	No tree purchased. Projected underspend.
4610 Vehicles	111.2%	Goupil x2 invoice to Month 12 processed. Additional hire van agreed 17 September 2024. Costs of up to £5k from general reserves, therefore budget will be overspent.
4634 Street Sweeper Maintenance	49.2%	Repairs/consumables. Balance to rolling EMR at year end.
4635 Waterside Rent	372.6%	Extended build of GMF resulting in overspend.
4700 PWLB Repayment	0.0%	Rolling EMR.

Detailed Income & Expenditure by Budget Heading 12/02/2025

Month No: 10 **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								
4010	Play Area Contractor/Security	1,000	9,022	12,500	3,478		3,478	72.2%	
4027	CCTV	55	760	1,040	280		280	73.1%	
4305	Play Equipment Repairs	179	3,764	12,000	8,236	2,345	5,892	50.9%	
4306	Play Area Inspection	0	0	1,232	1,232		1,232	0.0%	
4316	Play Area Refurbishment	0	4,943	10,000	5,057		5,057	49.4%	
4518	Surface Repairs	1,034	1,034	20,000	18,967	1,289	17,678	11.6%	
5900	EMR Spend	0	0	0	0	3,226	(3,226)	0.0%	
	Play Areas :- Indirect Expenditure	**2,267**	**19,523**	**56,772**	**37,249**	**6,860**	**30,389**	**46.5%**	**0**
	Net Expenditure	**(2,267)**	**(19,523)**	**(56,772)**	**(37,249)**				
305	Leisure Gardens								
1004	Leisure Garden Tenants	(11)	3,143	2,889	(254)			108.8%	
	Leisure Gardens :- Income	**(11)**	**3,143**	**2,889**	**(254)**			**108.8%**	**0**
4310	Leisure Gardens Maintenance	0	133	2,306	2,173		2,173	5.8%	
4315	Leisure Garden Water Rates	16	456	233	(223)		(223)	195.8%	
4318	Leisure Garden Competitions	0	160	350	190		190	45.7%	
	Leisure Gardens :- Indirect Expenditure	**16**	**749**	**2,889**	**2,140**	**0**	**2,140**	**25.9%**	**0**
	Net Income over Expenditure	**(27)**	**2,394**	**0**	**(2,394)**				
307	Parks & Open Spaces								
1008	Great Western Community Forest	0	3,878	1,435	(2,443)			270.2%	3,878
1183	Grounds Maint Work	(100)	250	950	700			26.3%	
	Parks & Open Spaces :- Income	**(100)**	**4,128**	**2,385**	**(1,743)**			**173.1%**	**3,878**
4000	Salaries	38,347	390,314	468,647	78,333		78,333	83.3%	
4006	General Maintenance	349	1,915	1,800	(115)		(115)	106.4%	
4009	Maintenance Contractor	0	0	600	600		600	0.0%	
4017	Cleaning Materials	0	74	100	26		26	74.4%	
4020	Staff Training	105	1,625	5,500	3,875	490	3,385	38.5%	
4026	Medical expenses	0	1,086	1,000	(86)		(86)	108.6%	
4040	Covid19/Staff Larder	0	0	500	500		500	0.0%	
4101	Utilities	(6)	425	3,570	3,145		3,145	11.9%	
4102	Health & Safety	29	29	1,000	971		971	2.9%	
4105	Alarm Fire/Intruder	0	0	1,200	1,200		1,200	0.0%	
4106	Sanitary Waste	0	0	85	85		85	0.0%	
4109	Mobile phones	126	1,122	900	(222)		(222)	124.6%	
4200	Bus Shelters & Repairs	0	42	500	458		458	8.4%	
4206	Great Western Climate Tree	0	0	1,435	1,435		1,435	0.0%	

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Detailed Income & Expenditure by Budget Heading 12/02/2025

Month No: 10 **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
4301	Arboricultural Work	0	1,030	6,962	5,932	7,750	(1,818)	126.1%	
4304	Bin collections	0	0	200	200		200	0.0%	
4308	Notice Boards, Seats & Bins	0	0	2,500	2,500		2,500	0.0%	
4309	Horticultural work	8	386	4,873	4,487		4,487	7.9%	
4314	Equipment	58	1,496	1,500	4	72	(67)	104.5%	
4350	Vandalism	70	170	150	(20)		(20)	113.3%	
4506	Fuel	226	6,169	6,885	716		716	89.6%	
4507	Vehicle Insurance	4,352	6,450	2,709	(3,741)		(3,741)	238.1%	
4508	Road Fund Licence	843	2,185	722	(1,463)		(1,463)	302.6%	
4509	Servicing & Maintenance (Vehic	609	4,414	5,000	586	977	(391)	107.8%	
4510	Workwear & PPE	355	2,078	2,448	370		370	84.9%	
4511	Vehicle Tracking	94	922	900	(22)		(22)	102.4%	
4514	Grass Cutting M/C Lease	0	5,721	11,000	5,279		5,279	52.0%	
4515	Grass Cutting M/C maint	0	7,920	6,812	(1,108)	73	(1,181)	117.3%	
4517	Litter, Cleansing & gritting	0	3,538	3,040	(498)	120	(618)	120.3%	
4522	Grounds Maintenance Contract	2,800	14,344	16,257	1,913	12,166	(10,252)	163.1%	
4523	Fuel - Grass cutting	0	4,485	3,845	(640)		(640)	116.6%	
4524	Vehicle Electricity (fuel)	0	(558)	1,020	1,578		1,578	(54.7%)	
4604	Festive Enhancements	0	291	500	209		209	58.2%	
4610	Vehicles	1,148	22,071	19,840	(2,231)		(2,231)	111.2%	
4615	New Machinery	884	2,413	2,500	87	18	69	97.2%	
4633	Street Sweeper Lease	1,660	18,290	19,920	1,630		1,630	91.8%	
4634	Street Sweeper Maintenance	455	6,433	15,236	8,803	1,064	7,739	49.2%	
4635	Waterside Rent	5,550	5,589	1,500	(4,089)		(4,089)	372.6%	
4700	PWLB Repayment	0	0	12,500	12,500		12,500	0.0%	
5900	EMR Spend	0	14,409	0	(14,409)	2,250	(16,659)	0.0%	14,409
	Parks & Open Spaces :- Indirect Expenditure	**58,060**	**526,879**	**635,656**	**108,777**	**24,980**	**83,797**	**86.8%**	**14,409**
	Net Income over Expenditure	**(58,160)**	**(522,751)**	**(633,271)**	**(110,520)**				
6000	plus Transfer From EMR	0	14,409	0	(14,409)				
6001	less Transfer To EMR	0	3,878	0	(3,878)				
	Movement to/(from) Gen Reserve	**(58,160)**	**(512,219)**	**(633,271)**	**(121,052)**				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	**(111)**	**7,271**	**5,274**	**(1,997)**			**137.9%**
Expenditure	**60,343**	**547,151**	**695,317**	**148,166**	**31,839**	**116,326**	**83.3%**
Net Income over Expenditure	**(60,454)**	**(539,880)**	**(690,043)**	**(150,163)**			
plus Transfer From EMR	**0**	**14,409**	0	(14,409)			
less Transfer To EMR	**0**	**3,878**	0	(3,878)			
Movement to/(from) Gen Reserve	**(60,454)**	**(529,348)**	**(690,043)**	**(160,695)**			