

Broadclyst Parish Council
Income Expenditure Third Quarter 2021/22 (to 31.12.2021)
Budget Monitoring and Reporting of variances and virements

Reported for Monitoring

I/E Code	Cost Centre	Description	Year to date	21/22 budget	Variance (£)	%	Note(s)	Action(s)
Income								
1080	100	Bank Interest	35	100	-65	35%	Current bank interest rates are not going to yield as much interest as budgeted.	NFA
1300	100	Misc income	3,850	100	3,750	3850%	Insurance payout for treehouse slide	None - has been spent on replacement
1310	100	Handyman income	0	500	500	0%	Covid and volume of work has not allowed handyman to undertake any external work.	NFA
1500	150	Advertising income	0	1,500	1,500	0%	Invoices to be issued this spring; some advertisers have been adversely impacted by covid	Note
1510	150	Fun Day income	0	200	200	0%	No Fun Day in 2021	Note loss of income
1370	160	Dog waste reimb.	3,404	0	3,404		Income to set against expenditure 4370/160	NFA
1600	100	P3 grant	2,500	1,000	-1,500	250%	Additional grant funding awarded	NFA
1610	160	Grass cutting safety grant	0	1,500	1,500	0%	Money will be paid at end of grass cutting season	NFA
1620	160	Allotments	0	600	600	0%	Invoice to be raised Q4	NFA
1625	160	Westclyst Allotments	0	200	200	0%	Allotments not yet completed	NFA
Expenditure								
4050	110	Officers expenses	1,365	2,500	1,135	55%	Lower than usual at end of Q2 due to increased use of online meeting platforms.	NFA, budget level retained for 22/23
4080	110	Banking	60	150	90	40%	Running sets of BACS transactions, DD's and using the Debit card for purchasing reduces bank charges	NFA
4100	110	Stationery	434	2,000	1,566	22%	The office continues to minimise paper use where possible	NFA
4110	110	I.T.	4,839	8,500	3,661	57%	Deputy Clerks laptop due to be replaced (routine) Q4	NFA
4120	110	Hall hire	235	1,200	965	20%	Remote meetings have reduced hall hire costs.	NFA, budget level retained for 22/23
4160	110	Youth Club	0	2,000	2,000	0%	Youth Club are purchasing a gazebo for outdoor work through the winter	NFA
4180	110	Statutory training	1,063	1,000	-63	106%	Includes mental health training for officers; recommend inclusion in staff training budget	Note and include in future training
4175	130	Office running costs	1,212	1,500	288	81%	Higher than usual due to cost of PPE for officers and additional cleaning products for the office	NFA
4260	150	Fun Day	0	3,000	3,000	0%	No Fun Day in 2021	NFA
4310	160	Visibility splay works	7,544	7,350	7,350	103%	Slight increase to contract (agreed post-budgetsetting)	NFA
4330	160	Lengthsman	729	5,000	4,271	15%	Covid has impacted this work. Some winter gulley clearance and ditching has been done, awaiting invoice	Note
4360	160	P3	211	1,000	789	21%	Awaiting contractors and materials invoice	Note will exceed council budget but will spend additional P3 grant monies
4370	160	Dog bins	6,771	5,670	-1,101	119%	overpayment due to new bins at Westclyst which have been reimbursed by management company	Note
4380	160	Refuse	1,241	500	-741	248%	Overpayment due to additional bins, increase in refuse collected. Increased collection from 3-weekly to weekly. Public bin waste now sorted for recycling by new contractor	Increased budget allocation for 22/23 to 1500. NFA
4490	160	Bus shelters	0	500	500	0%	Maint has been carried out but in house and using stock materials/paint, so no additional cost to date	Note
4540	160	Grounds maint	1,221	3,250	2,029	38%	Maint costs reduced by taking work back in house	Note
4450	170	Public toilets products	450	550	100	82%	Increased costs due to regular Covid deep cleans	NFA
4460	170	Toilets rates	2,420	2,550	130	95%	Rates have been refunded due to changes in primary legislation	No budget required in 22/23
4520	170	Public toilets service	437	450	13	97%	Money in EMR for further service costs should they arise	Note
1900	190	Pavilions income	1,083	3,000	1,917	36%	Covid cancelled most bookings and sports use. Significant impact. Many did not resume until September 2021, some are yet to resume	Note at year end
4000	190	Pavilions staffing	6,910	9,000	2,090	77%	Increased costs due to regular Covid deep cleans	Note at year end
4530	190	Football pitch	3,189	2,000	-1,189	159%	Overspend due to cost of installing dugouts (£1458.06)	Note at year end
4560/4570	200	Play area inspection/service	575	1,750	1,175	33%	Annual maintenance to be done Q4 and cost of post-accident inspection to be taken from this budget	Note (should be sufficient)
1910	210	Bowls income	0	2,500	2,500	0%	1600 agreed due to poor quality of green following 'moth-balling' during Covid; invoice to be issued later this month	Note
4600	210	Bowls exp	900	5,000	4,100	18%	Sprinkler service and spring works to be done. Estimated spend in the year £2,280	Note
4535	250	Westclyst Sports Pitch	0	14,000	14,000	0%	Shed/store to be provided - shared cost with school	Note
4000	230	Neighbourhood Planning					Part B (confidential)	Refer to Staffing Committee

Covid

I/E Code	Cost Centre	Description	Spend as at 30.09.2021	Total to date	Balance	Note(s)
1150	265	Residents shopping reimbursement	32	3,832	2	Imbalance due to Clerk paying cash for loaf of bread rather than using council card
4820	265	Resident shopping expenditure	30			
1155	265	Covid grants	2,342			DCF funding applied for (spend by 31.03.2022)
1145	265	Covid donations	1,490			
4821	265	Food bank shopping (essential items)	6,349	5,409	2,892	£2,892 is the amount of food bank grant funding & donations remaining as at 31.12.2021 (£5,409 was the amount of grant funding & pvt donations c/f from 31.03.2021, plus £3,832 received to date 21/22 = £9,241)
4822	265	Food bank operational costs	3,705			Includes food share membership, volunteer mileage, pest control, utilities, cool bags, white goods, packaging and marquee (new asset)
4825	265	Covid PPE / general exp	686			Cost to council of complying with covid legislation ref PPE, specialised cleaning materials, signage, visitors books etc across all areas of the council's operation.

Spend from EM Reserves in Q1-Q3

I/E Code	Cost Centre	Description	Spend to 30.09.2021	Opening balance	Balance as at 31.12.21	Note(s)
335	160	Grounds maintenance	159	3,280	3,121	Late invoice from Q4 2020/21
347	170	Toilets maintenance	360	3,518	3,158	Cost of repairing vandalism
350	230	Neighbourhood Plan	696	3,390	2,694	Mapping software £560, printing, meeting room hire

Recommendation:

That the report be noted. Minute ref F22/06iii; 24.01.2022