

Broadclyst Parish Council
Income Expenditure Second Quarter 2022/23 (to 30.09.2022)
Budget Monitoring and Reporting of variances and virements

Reported for Monitoring								
I/E Code	Cost Centre	Description	Year to date	22/23 budget	Variance (£)	%	Note(s)	Action(s)
Income								
1300	100	Misc income	362	100	262	362%	Sold pothole repair material to another council	NFA - to note
1500	150	Advertising income	150	1,500	1,350	10%	Invoices being issued this autumn	Note
1370	160	Dog waste reimb.	0	0	0		Invoice for 22/23 has been issued	NFA
1610	160	Grass cutting safety grant	0	1,500	1,500	0%	Money will be paid at end of grass cutting season; PO received	NFA
1620	160	Allotments	0	600	600	0%	Invoice to be raised Q3	NFA
1625	160	Westclyst Allotments	0	200	200	0%	Allotments not yet completed	NFA
1700	170	Toilets rates grant	0	700	700	0%	Not invoiced/received; rates no longer charged	Remove income line from 23/24 budget
1910	210	Bowls income	0	1,500	1,500	0%	Cheque received and banked, uncleared as at 30.09.22	NFA (cleared 18.10.2022)
Expenditure								
4000	110	Officers salary	12,721	23,000	10,279	55%	Includes additional cover for Dep Clerk sick leave as agreed by staffing committee (2,293.44)	Monitor and vire at end Q3 as necessary
4235	150	Communtiy Events	2,150	0	-2,150		No budget in 22/23 for this - QEII APM	New code. Spend from EMR as no allocation 22/23; monitor and adjust end Q3
4220	150	Broadsheet	3,622	6,500	2,878	56%	Increased costs due to more houses	Monitor and vire at end Q3 as necessary
4000	160	Staffing (maintenance)	12,721	23,000	10,279	55%	Will even up over winter (reduced additional hours)	Increase budget allocation for 23/24
4325	160	Vehicle lease	1,654	3,900	7,350	42%	No further outlay as vehicle now purchased	Vire £2,246 to 4326 (op. budget) to cover shortfall caused by breakdowns
4445	160	Capital expenditure	16,375	8,000	-8,375	205%	Vehicle purchase	Agreed by Council. NFA
4570	200	Play area service	12,746	750	-11,996	1699%	10 yr overhaul / major service.	Agreed by Council.
4000	230	Staffing (NP)	11,701	9,000	-2,701	130%	Has been actioned by staffing committee	Vire from staffing contingency after redundancy (Q3)

Food Bank

I/E Code	Cost Centre	Description	As at 30.09.2022	Total to date	Balance		Note(s)
1155	265	Grants	0	230			
1145	265	Donations	230				
4821	265	Food bank shopping (essential items)	731	6307 +5,000			Opening bal 6,307 (in general reserve) c/f from 22/23. Plus Council budget 22/23 of £5k = available £11,307
4822	265	Food bank operational costs	1,647	1,000	-647		Includes food share membership, volunteer mileage, pest control, utilities, cool bags, white goods, packaging. Either Vire from 4821 and spend 4821 from funds in general reserve, or adjust 4822 from general reserve at 31.03.23

Spend from EM Reserves in Q1 and Q2

I/E Code	Cost Centre	Description	Opening balance	Spend to 30.09.22	Balance as at 30.09.22		Note(s)
364	150	Community events	2,000	2,000	0		For QEII and Annual Parish Meeting expenses
387	160	Vehicle operation	2,918	1,712	1,206		Late invoice from Q4 2020/21
391	230	Bowls maint/repairs	5,441	670	4,771		Sprinkler system works
392	230	Bowls seeds/fert	1,928	611	1,317		Seeds & fertilizers
350	230	Neighbourhood Plan	2,527	1,115	1,412		Locality membership; external report commissioning

Recommendation:

That the report be noted. Minute ref 22/069iiia

That the virement be noted. Minute ref 22/069iiib 07.11.2022