BROADCLYST PARISH COUNCIL
2020-21 Q3 Y/E outturn predictions

100	INCOME						
	Item	**Year end 31.03.2020**	**2020-21 Budget**	**Actual to 31.12.2020**	**Committed / Probable**	**2020-21 outturn predictions**	
1076	Precept	407,357	**391,899**	391,899	0	**391,899**	complete
1080	Interest	152	100	93	10	**103**	
1085	Investment Interest	1,004	900	701	230	**931**	
1100	Grants & Donations	700		5	0	**5**	
1140	Sale of Council assets	250		0		**0**	none planned
1160	S106	5,642				**0**	
1230	Neighbourhood Plan	-	0	3,581	0	**3,581**	no further grant funding expected in 20/21
1240	Parish Together	3,310			0	**0**	None expected 2021/22
1300	Miscellaneous	5,742	100	3,261	0	**3,261**	Income in previous years from external support
1320	Telephone rebate	60	50	45	18	**63**	held as 20/21
1500	Advertising	1,040	2,000	0	0	**0**	local economy impacted by Covid, anticipate reduced income here
1510	Fun Day income	330	200	0	0	**0**	unsure if event will go ahead in 21/22
1700	Toilets rates grant	1,447	1,450	1,450	0	**1,450**	held as 20/21
1600	P3 grant	-	1,000	1,500	0	**1,500**	held as 20/21
1610	DCC Grass cutting grant	1,413	1,455	1,456	0	**1,456**	slight increase allowed
1620	Broadclyst Allotments	350	600	0	600	**600**	invoiced Q4
	Westclyst Allotments		200			**0**	covid delayed completion of allotments in 20/21
1900	Bookings at Sports Pavilion	4,466	6,500	1,297	250	**1,547**	Reduced bookings expected Q1 & Q2 21/22
1910	Bowls Club	1,800	1,832		0	**0**	complete
1920	Westclyst Sports Pitch	-	500		0	**0**	maintenance arrangement rather than hire cost from 21/22
	Handyman work	-	500		0	**0**	Unable to start external service in 20/21; hoped to start 21/22
1150	Covid-19 shopping reimbursement	125			0	**0**	
1145	Covid food bank grants			4,968	0	**4,968**	No outstanding grant applications at time of writing report
1155	Covid food bank donations			2,448	60	**2,508**	No confirmed income for food bank
	TOTAL	**435,188**	**409,286**	**412,704**		**413,872**	4,586

	2	EXPENDITURE Item	Year end 31.03.2020	20-21 Budget	Actual to 31.12.2020	Committed / Probable	2020-21 outturn predictions	Notes
110		**ADMINISTRATION**						
	4000	Staffing (officers)	53,170	132,216	96,868	33,000	129,868	All staff across all departments
	4020	Pension and HMRC on-costs for all staff	64,327	42,000	26,406	9,000	35,406	All staff across all departments
	4050	Officers' expenses	2,131	2,500	1,594	900	2,494	anticipated Q4 expenditure
	4070	Council mobile phone	648	700	425	150	575	anticipated Q4 expenditure
	4080	Banking & CCLA	100	150	63	25	88	anticipated Q4 expenditure
	4085	Investments	-	0	0	0	0	consider additional investment
	4090	Payroll	527	500	352	120	472	anticipated Q4 expenditure
	4100	Stationery	1,543	2,000	765	400	1,165	anticipated Q4 expenditure
	4110	I.T.	2,613	2,000	1,941	0	1,941	MS Office subs; clerks laptop scheduled for replacement in 21/22 (5 years old)
	4111	I.T. replacement				0	0	Moved from contingency to a 3-year write off / replacement plan
	4115	Finance software	1,146	1,200	1,706	0	1,706	complete
	4120	Hall Hire	483	1,200	0	0	0	no face to face in 20/21; consider move to EMR to buy equipment for hybrid
	4130	Subscriptions	2,975	3,000	4,994	0	4,994	addressed in 21/22 budget (Microsoft licences moved)
	4135	Legal fees/professional advice	2,750	1,500	2,000	0	2,000	complete
	4135	Legal support		3,000		0	0	
	4140	Audit costs	1,800	2,000	1,500	0	1,500	Q3 audit visit not possible, scheduled for Q4 (March)
	4150	Youth Worker	15,000	10,000	7,500	2,500	10,000	known expenditure
	4160	Youth Club operation and inclusion	-	2,500	0	0	0	reduced from 20/21 budget; grant to be awarded by youth committee
	4180	Statutory training	584	1,000	0	500	500	known expenditure
	4185	Professional development	5,831	6,000	2,584	2,070	4,654	known expenditure
		Sector development		500		0	0	Held online; no conference/travel costs
	4190	Insurance	3,400	4,000	3,854	0	3,854	complete
		TFR EMR (locality sub)						
120		**GRANTS FUND / SLA's**						
	4275	Little Free Library	296	0				
	4280	Youth footie	1,036	1,000	26	250	276	Devon FA training cancelled (Covid)
	4295	VIP operational support 1 year	338	0			0	
	4470	Community projects grants 'pot'	1,273	0			0	
	4480	Emerging communities	343	0			0	
	4250	Twinning		0			0	
	4470	Single grant 'pot' & Christmas lights		14,000	7,960	500	8,460	likelihood of further applications low due to Covid

		Year end 31.03.2020	20-21 Budget	Actual to 31.12.2020	Committed / Probable	2020-21 outturn predictions	Notes
130	**ACCOMMODATION**					0	
4075	Landlines/Broadband bundle	1,956	2,000	916	350	1,266	known expenditure
4170	Office rent/insurance	8,512	8,500	8,116	0	8,116	known expenditure
4175	Office running costs	1,461	1,200	578	200	778	increased to include all staff uniform/normal PPE
4420	Office utilities	999	1,000	47	500	547	no figures for 20/21 in first half of year (landlord closed)
4460	Rates	2,651	3,000	2,695	0	2,695	complete
						0	
150	**PUBLIC RELATIONS**					0	
4220	Broadsheet	4,622	5,500	3,641	1,220	4,861	known expenditure
4230	Public consultation	1,641	2,000	50		50	Move to EMR for community budgeting in 21/22
4240	Crime/traffic/TRO	-	500		480	480	held as 20/21 budget
4260	Fun Day	3,331	2,500	2,200	0	2,200	complete
4270	Arts, culture and entertainment	498	500		0	0	
NEW	Community Connector						Not in 20/21 budget
	Community Connector operational expenses						Not in 20/21 budget
160	**MAINTENANCE**						
4000	Maintenance Staff	13,409					included in 4000/110
4290	Community helipad / defibrilator	1,000	1,100	595	300	895	installation of westclyst defib stand to come; helipad service due Q4 / Q1 21-22
4310	Safety/visibility grass cutting	6,326	7,000	5,373	1,791	7,164	known expenditure
4320	Maintenance operational budget	1,771	2,000	1,497	1,000	2,497	anticipated Q4 expenditure
4321	Equipment service/repair	514	1,000	0	500	500	brush cutter/mower service to be done
4325	Parish vehicle lease	4,504	4,500	3,402	965	4,367	known expenditure
4326	Parish vehicle operational costs	1,394	3,000	956	400	1,356	anticipated Q4 expenditure
4330	Lengthsman work	2,753	5,000	2,252	1,500	3,752	gulley sucking and ditching works to complete Q4
4335	Car park maintenance					0	to add to EMR for big car park
4340	Parish clock : service	1,063	250	0	0	0	year 2 of 5 contract; build fund for 2024/25
4350	Allotments	600	700	600	100	700	hedge cutting invoice to come
4350	Westclyst Allotments	-	250	0	0	0	still not ready…
4360	P3 footpaths	415	1,000	467	300	767	maintenance work to do Q4
4370	dog waste	5,162	5,600	745	4,940	5,685	based on 21 bins @270 each; bill due Q4
4380	Refuse	555	600		650	650	overlap of the two contracts for Q4
4410	Buildings maintenance	-	5,000			0	moved from contingency to maint to build EMR maint fund
4490	Bus shelters		500	0	250	250	ongoing work
4535	Westclyst football pitch	14,000	14,000	9,533	4,767	14,300	8 inv paid to date; known expenditure
4540	POS grass cutting	5,028	4,500	1,951	632	2,583	known expenditure

		Year end 31.03.2020	20-21 Budget	Actual to 31.12.2020	Committed / Probable	2020-21 outturn predictions	Notes
	CAPITAL EXPENDITURE					0	
NEW	Ride on mower, hand mower, scarifier					0	Not in 20/21 budget
NEW	Tipper trailer					0	Not in 20/21 budget
						0	
170	**PUBLIC TOILETS**					0	
4000	Cleaner's salary	3,885					included in 4000/110
4420	Utilities	1,499	1,600	423	500	923	reduced spend due to closures
4440	Maintenance	1,260	2,000	197	350	547	outstanding bill for Christmas works on gents handwash unit
4450	Products	489	500	382	100	482	anticipated Q4 expenditure
4460	Rates	2,381	2,500	2,420	0	2,420	complete
4520	Service costs (new budget line)	-	350	210	0	210	complete
180	**CLYST ROOM**						
4460	Rates	197	220	202	0	202	held as 20/21 budget
4440	Clyst room maintenance/conversion	-	500	0	250	250	Q4 works planned
190	**SPORTS PAVILION**						
4000	Staffing	7,563					included in 4000/110
4420	Utilities	3,999	4,000	1,592	500	2,092	Reversing journal 01.04.2020 for Q4 water
4440	Pavilions (building maint.)	2,988	5,000	1,756	585	2,341	anticipated Q4 expenditure
4450	Cleaning Products	380	500	209	150	359	anticipated Q4 expenditure
4510	Pavilions (running maint.)	583	3,000	1,001	334	1,335	anticipated Q4 expenditure
4515	Andrews water heater	-	5,000		0	0	EMR fund for shower heat options
4520	Service costs	221	2,000	836	1,000	1,836	20/21 servicing not complete due to covid
4530	Broadclyst football pitch	2,471	2,700	1,000	500	1,500	8/12 paid to date; spring works TBC
4550	Tennis Courts	-	500	0	250	250	closed (Covid) Re-line when re-open
200	**PLAY AREAS**						
4440	Informal Play repairs	1,964	2,000	197	1,500	1,697	anticipated Q4 expenditure
4560	Informal Play inspection	895	1,000	142	250	392	known expenditure
4565	New play equipment	10,000					
4570	Informal Play service	616	750	84	200	284	anticipated Q4 expenditure
4575	Play equipment replacement fund	-	2,000		0	0	move to play area to build EMR maint fund
4680	BMX	93	500		200	200	signage ordered but delayed due to covid

		Year end 31.03.2020	20-21 Budget	Actual to 31.12.2020	Committed / Probable	2020-21 outturn predictions	Notes
210	**BOWLS GREEN**					0	
4440	Materials and repairs	220				0	
4440	Sprinkler head replacement	-				0	
4610	Bowls water meter	1,000				0	
4620	Bowls seeds/fertilizers	369				0	
4630	Bowls green (contractor)	7,670				0	
4640	Sprinkler service	-				0	
	total bowls budget		5,000	4,529	1,600	6,129	spring sprinkler service and May-Nov water outstanding
			0			0	
230	**NEIGHBOURHOOD PLANNING**					0	
4000	Staffing	23,664				0	included in 4000/110
4750	Operational budget	5,659	0	1,046		1,046	Spent from EMR - grant funding secured for Reg 14
						0	
240	**PARISH TOGEHER PROJECTS**					0	
4900	Parish Together expenditure	3,210	0		0	0	
						0	
250	**CLIMATE EMERGENCY BUDGET**					0	
NEW	Operational		1,000		700	700	for tree project (300) and wildflower seeds (400) in Q4
						0	
260	**CONTINGENCY**					0	Contingency fund to be moved into either general reserves, EM, or current year
4010	Staffing	-	5,000			0	staffing committee recommended max of £40,000, held in general res
4105	I.T.	727	2,000	60		60	moved to I.T with a 3-yr write off
4355	Allotment land	-	2,000			0	moved to 160 - clearance fund allocation for new land
4390	Car park	-	2,000			0	moved to 160 - new allocation for 21/22
	Movement to general reserves		35,000				
	Maintenance emergency		5,000				

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265	**Covid-19**						
4820	Resident shopping	154		123	0	123	
	Food bank shopping			3,530	600	4,130	Q4 estimate
	Food Bank rent and op. costs			4,762	2,500	7,262	rent 1824; electric bill due Q4
	Covid PPE and general exp			1,761	500	2,261	PPE
	Move to offset negative EMR (court claim)			-4,948		-4,948	
	Spend from EMR during yr	5,492		912		912	
	TOTAL	**336,128.00**	**409,286**	**228,578**	**82,829**	**311,407**	Anticipated outturn

Year outturn summary	Income	Expenditure	
Budget	409,286	409,286	
Anticipated outturn	413,872	311,407	
	- 4,586	97,879	£35k of which was to build GR.