

NORTH WALTHAM PARISH COUNCIL

BUDGET REVIEW

FINANCIAL PERIOD: 2019-20 Quarter 2 ending 30th September 2019

CATEGORY	BUDGET		ACTUAL		EXPECTED TO YEAR END		NOTES
	£		£	%	£	%	
INCOME							
Precept	£ 14,603.00	£ 14,603.00			£ 14,603.00		
Limited General Grant	£ -	£ -					
Council Tax Support Grant	£ -	£ -					
Grass Cutting Grant	£ 2,016.00	£ 2,016.00			£ 2,016.00		
Other	£ 40.00	£ 34.21			£ 68.42		Bank interest to deposit A/C Assume 2 x total to date
VAT Refund	£ 400.00	£ 302.80			£ 302.80		
Total Income	£ 17,059.00	£ 16,956.01			£ 16,990.22		No further income expected except bank interest
Outgoings							
Expenditure							
Staff costs							
Salary	£ 4,188.00	£ 2,051.70	48.99%		£ 4,103.40	97.97%	Assume 2 x actual spend to date
Home working allowance	£ 216.00	£ 108.00	50.00%		£ 216.00	100%	Assume 2 x actual spend to date
Expenses							Assume full amount. Main spend - refreshments for APM (Apr 2019)
Training (Clerk & Councillors)	£ 75.00	£ 59.34	79.12%		£ 75.00	100%	See notes below
Travel Expenses	£ 864.00	£ 102.00	11.81%		£ 786.00	90.97%	Assume full amount
	£ 350.00	£ 21.60	6.17%		£ 350.00	100%	
Grants							
Community Grants	£ 4,400.00	£ -	0.00%		£ 4,400.00	100%	Assume full amount
Grass cutting grant (passed to Village Trust)	£ 2,016.00	£ 2,016.00	100.00%		£ 2,016.00	100%	Full amount passed to NWVT
Community Assets & Facilities							
Pond, bus shelter, telephone box, etc.	£ 250.00	£ -	0.00%		£ 250.00	100%	Assume full amount
General village maintenance	£ 1,500.00	£ -	0.00%		£ 1,500.00	100%	Assume full amount
Garden Competition	£ 205.00	£ -	0.00%		£ 145.00	70.73%	Planned spending on prizes
Traffic / Speed Measures	£ 50.00	£ -	0.00%		£ 50.00	100%	Assume full amount
Administration							
Insurance	£ 437.00	£ 422.52	96.69%		£ 422.52	96.69%	No further expenditure expected
Audit	£ 195.00	£ 190.00	97.44%		£ 190.00	97.44%	No further expenditure expected

Subscriptions	£ 405.00	£ 327.00	80.74%	£ 433.00	106.91%
Venue hire	£ 205.00	£ 200.00	97.56%	£ 200.00	97.56%
Stationery	£ 370.00	£ 93.14	25.17%	£ 186.28	50.35%
Software	£ 185.00	£ 94.99	51.35%	£ 154.99	83.78%
Website	£ 205.00	£ 60.62	29.57%	£ 180.62	88.11%
Office Equipment	£ 330.00	£ -	0.00%	£ 330.00	100%
Communication					
Newsletters, questionnaires, etc.	£ 205.00	£ -	0.00%	£ 205.00	100%
Miscellaneous Costs					
Chairmans Allowance	£ -	£ -	0.00%	£ -	
Inland Revenue / VAT	£ -	£ -	0.00%	£ -	
Banking charges	£ 108.00	£ 54.00	50.00%	£ 108.00	100%
Contingency	£ 200.00	£ -	0.00%	£ -	
Total Expenditure	£ 16,959.00	£ 5,800.91	34%	£ 16,301.81	96.12%

HALC affiliation fees/NALC Levy £327
 SLCC membership fee for Clerk £106
 No further expenditure expected
 Assume 2 x actual spend to date
 McAfee Livesafe paid for 2 years - £94.99
 Office 365 due Dec 2019 - approx £60
 Email package £60.62
 Website costs expected approx £120
 Assume full amount - to purchase new printer

Assume full amount

Assume 2 x actual spend to date
 Assume not required

Earmarked Reserve Transfer					
Pond Renewal		£ -	0.00%		
Bus Shelter	£ -	£ -	0.00%		
Phone Box	£ -	£ -	0.00%		
Office Equipment	£ 100.00	£ -	0.00%	£ 100.00	100%
Total Transfer	£ 100.00	£ 100.00	100%	£ 100.00	100%
TOTAL OUTGOINGS	£ 17,059.00	£ 5,800.91	34%	£ 16,401.81	96.15%
Budget Variance		£ 11,258.09		£ 657.19	

NOTES

TRAINING

Currently paid for 1 x HALC Annual Conference (£90) & 1 x Officers Update (£12) = £102

Booked but not invoiced 2 x Knowledge & Core Skills (£114 each), 1 x Local Council Finance for Councillors (£54), 1 x Officers Update (£12) = £294

To be booked: 1 x Knowledge & Core Skills (£114), 2 x Local Council Finance for Councillors (£54 each) = £222

TOTAL: £618

Should NWPC co-opt another councillor, then further training could include 1 x Knowledge & Core Skills & 1 x Local Council Finance for Councillors courses = £168

VARIANCES +/- 15%

Stationery budget line is currently predicted to be approx 50% below budget - due to Clerk seeking value for money & using a range of suppliers.

Prepared by: Rosemary Coulter, Clerk & RFO
 9th October 2019

Parish Council approval: 15th October 2019