



Balderton Parish Council Financial Review

Up to 30th September 2024

This document summarises the financial activity from 1st April to 30th September 2024 and compares this to the budget set for the financial year. It also notes any known possible future expenditure which is likely to be above the original budgeted figure.

Pages 3 to 6 contains detailed income and expenditure by budget heading for the first half of 2024/25.

Pages 7 and 8 has commentary on notable differences in income and expenditure for the first half of 2024/25 including where there will be significant differences between forecast and actual income and expenditure for the financial year. This section also contains updates on financial systems, processing and banking arrangements.

If you have any questions regarding this document, please email the Parish Clerk. This will be discussed at the Parish Council Full Council meeting on 23rd October.

Marion Fox Goddard

Parish Clerk and Acting Responsible Financial Officer

October 16th, 2024

Balderton Parish Council 2024/2025

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Central Administration								
1076 Precept	182,810	365,620	365,620	0			100.0%	
1080 Bank Interest	629	5,226	10,000	4,774			52.3%	
1095 CIL Income	0	1,268	0	(1,268)			0.0%	1,268
1100 Grants Received	0	0	1,000	1,000			0.0%	
1800 Advertising Income	33	33	0	(33)			0.0%	
Central Administration :- Income	183,472	372,148	376,620	4,472			98.8%	1,268
4055 Audit - internal	0	229	500	271		271	45.8%	
4060 Audit - external	0	0	800	800		800	0.0%	
4065 Bank charges	29	45	0	(45)		(45)	0.0%	
4070 Broadband and telephones	128	(549)	1,500	2,049		2,049	(36.6%)	
4075 Chairman's allowance	0	23	250	227		227	9.1%	
4080 Elections	0	0	500	500		500	0.0%	
4085 Expenses - mileage	74	101	400	299		299	25.3%	
4090 Expenses - other	0	0	100	100		100	0.0%	
4095 Finance support	1,194	2,409	0	(2,409)		(2,409)	0.0%	
4100 S137/ Grants	1,100	1,100	2,000	900		900	55.0%	
4110 Insurance - general	0	6,656	6,500	(156)		(156)	102.4%	
4120 IT - Hardware	17	17	260	243		243	6.4%	
4125 IT - software -cemetery	0	0	240	240		240	0.0%	
4130 IT - software -finance	44	3,549	2,200	(1,349)		(1,349)	161.3%	
4135 IT - website	10	50	100	50		50	50.0%	
4140 IT support	52	1,239	1,700	461		461	72.9%	
4145 Newsletter	0	0	1,000	1,000		1,000	0.0%	
4155 Printing -Copier Purchase	0	2,136	1,000	(1,136)		(1,136)	213.6%	
4156 Printing - Copies	0	172	750	578		578	23.0%	
4160 Professional services	0	965	2,000	1,035		1,035	48.3%	
4175 Refreshments - staff	91	226	0	(226)		(226)	0.0%	
4180 Stationery and postage	166	508	750	242		242	67.7%	
4185 Subscriptions	416	2,412	4,600	2,188		2,188	52.4%	
4190 Training - staff	485	1,835	3,000	1,165		1,165	61.2%	
4195 Training - councillors	0	45	150	105		105	30.0%	
Central Administration :- Indirect Expenditure	3,807	23,168	30,300	7,132	0	7,132	76.5%	0
Net Income over Expenditure	179,666	348,980	346,320	(2,660)				
6001 less Transfer to EMR	0	1,268	0	(1,268)				
Movement to/(from) Gen Reserve	179,666	347,712	346,320	(1,392)				

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 Allotments - Glebe Park</u>								
1200 Rent - Allotments	790	1,158	1,100	(58)			105.2%	
1201 Retained Allotment Bonds	80	110	0	(110)			0.0%	
Allotments - Glebe Park :- Income	870	1,268	1,100	(168)			115.2%	0
4200 Maintenance	0	235	500	265		265	47.0%	
4210 Water	31	50	750	700		700	6.6%	
4220 Lease Rent - Allotment Site	400	400	400	0		0	100.0%	
4230 Waste removal	0	204	1,000	796		796	20.4%	
Allotments - Glebe Park :- Indirect Expenditure	431	889	2,650	1,761	0	1,761	33.6%	0
Net Income over Expenditure	438	378	(1,550)	(1,928)				

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>300 Balderton Lake</u>								
1300 Rent Angling	0	1,890	1,820	(70)			103.8%	
Balderton Lake :- Income	0	1,890	1,820	(70)			103.8%	0
4200 Maintenance	39	2,310	4,000	1,690		1,690	57.8%	
4300 Improvements	0	14	3,000	2,986		2,986	0.5%	
4310 Security	322	1,567	3,500	1,933		1,933	44.8%	
Balderton Lake :- Indirect Expenditure	362	3,891	10,500	6,609	0	6,609	37.1%	0
Net Income over Expenditure	(362)	(2,001)	(8,680)	(6,679)				

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400 Balderton Village Centre								
1400 Regular Hirers	1,798	5,585	7,000	1,415			79.8%	
1410 Ad Hoc Hirers	1,230	6,476	7,000	524			92.5%	
1420 Dance School Rent	413	2,432	4,500	2,068			54.0%	
1430 Dance School Recharges	0	333	1,000	667			33.3%	
1450 Bar Rent	170	987	2,000	1,013			49.3%	
Balderton Village Centre :- Income	3,610	15,813	21,500	5,687			73.5%	0
4200 Maintenance	360	1,632	6,500	4,868		4,868	25.1%	
4201 Building Safety & Security	35	1,765	4,000	2,235		2,235	44.1%	
4202 Building Equipment	44	251	2,000	1,749		1,749	12.6%	
4210 Water	(16)	64	2,000	1,936		1,936	3.2%	
4230 Waste removal	131	789	1,300	511		511	60.7%	
4310 Security	0	1,050	2,500	1,450		1,450	42.0%	
4400 Cleaning contract	400	2,724	4,500	1,776		1,776	60.5%	
4405 Cleaning materials	34	277	1,000	723		723	27.7%	
4415 Licences (entertainment, PPL/P	0	0	400	400		400	0.0%	
4420 Sanitary services	0	0	2,115	2,115		2,115	0.0%	
4430 Upgrades/replacements/one off	245	6,337	6,000	(337)		(337)	105.6%	6,093
4435 Utilities - electricity	1,249	6,211	19,000	12,789		12,789	32.7%	
4440 Utilities - gas	51	1,323	3,000	1,677		1,677	44.1%	
4445 Utilities - Water	0	0	2,000	2,000		2,000	0.0%	
4450 Loan Repayments	0	6,477	12,954	6,477		6,477	50.0%	
4520 Business rates	108	552	0	(552)		(552)	0.0%	
Balderton Village Centre :- Indirect Expenditure	2,640	29,453	69,269	39,816	0	39,816	42.5%	6,093
Net Income over Expenditure	970	(13,640)	(47,769)	(34,129)				
6000 plus Transfer from EMR	0	6,093	0	(6,093)				
Movement to/(from) Gen Reserve	970	(7,547)	(47,769)	(40,222)				

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
500 Cemetery								
1500 Burial - grave	0	4,242	6,000	1,758			70.7%	
1510 Burial - cremation	0	1,676	6,000	4,324			27.9%	
1520 Memorial applications	0	2,298	5,000	2,702			46.0%	
Cemetery :- Income	0	8,216	17,000	8,784			48.3%	0
4085 Expenses - mileage	0	37	0	(37)		(37)	0.0%	
4210 Water	26	67	100	33		33	67.4%	
4230 Waste removal	76	456	1,000	544		544	45.6%	
4500 ICCM membership	0	100	100	0		0	100.0%	
4520 Business rates	53	281	700	419		419	40.1%	
4530 Misc. cemetery expenditure	0	0	2,000	2,000		2,000	0.0%	
Cemetery :- Indirect Expenditure	155	941	3,900	2,959	0	2,959	24.1%	0
Net Income over Expenditure	(155)	7,275	13,100	5,825				

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>700 Grounds Maintenance</u>								
1700 Rent -Bowls	0	1,782	1,275	(507)			139.8%	
1710 Rent - Cricket	0	2,034	1,250	(784)			162.7%	
1720 Rent - Football	1,230	2,212	6,028	3,816			36.7%	
Grounds Maintenance :- Income	1,230	6,028	8,553	2,525			70.5%	0
4112 Insurance - Vehicles	0	1,103	250	(853)		(853)	441.1%	
4115 Insurance - machinery	0	703	250	(453)		(453)	281.2%	
4211 Water - Sports	(101)	(320)	0	320		320	0.0%	
4230 Waste removal	0	204	0	(204)		(204)	0.0%	
4700 Dog waste collection	0	0	6,500	6,500		6,500	0.0%	
4705 Dog bins	0	945	1,000	55		55	94.5%	
4710 Equipment Repairs	97	196	2,500	2,304		2,304	7.9%	
4715 Equipment New / Replacement	0	482	2,000	1,518		1,518	24.1%	
4720 Fuel	176	1,420	2,500	1,080		1,080	56.8%	
4725 Miscellaneous grounds maintenance	42	947	1,000	53		53	94.7%	
4730 Planting materials	0	121	525	404		404	23.1%	
4735 Play equipment new/replacement	0	0	1,000	1,000		1,000	0.0%	
4740 Play equipment repairs/inspect	0	0	1,100	1,100		1,100	0.0%	
4745 Tool hire	0	0	500	500		500	0.0%	
4750 Tree surveys and maintenance	0	0	2,500	2,500		2,500	0.0%	
4755 Turf maintenance	0	465	6,000	5,535		5,535	7.8%	
4760 Sports specific expenditure	801	1,662	0	(1,662)		(1,662)	0.0%	
4765 Vandalism repairs	0	173	1,500	1,327		1,327	11.5%	
4770 Vehicles - Truck maintenance	456	942	1,000	58		58	94.2%	
4775 Vehicles - Tractor maintenance	300	601	2,100	1,499		1,499	28.6%	
4777 Mower Costs	0	311	1,500	1,189		1,189	20.8%	
4780 Vehicles - tax	0	335	360	25		25	93.1%	
4785 Uniforms & PPE	158	660	1,000	340		340	66.0%	
Grounds Maintenance :- Indirect Expenditure	1,928	10,952	35,085	24,133	0	24,133	31.2%	0
Net Income over Expenditure	(698)	(4,924)	(26,532)	(21,608)				

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>800 Human Resources</u>								
4000 Wages	21,768	128,010	268,000	139,990		139,990	47.8%	
Human Resources :- Indirect Expenditure	21,768	128,010	268,000	139,990	0	139,990	47.8%	0
Net Expenditure	(21,768)	(128,010)	(268,000)	(139,990)				

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
900 St Giles Church								
4900 Churchyard repairs	0	3,274	10,000	6,726		6,726	32.7%	
St Giles Church :- Indirect Expenditure	0	3,274	10,000	6,726	0	6,726	32.7%	0
Net Expenditure	0	(3,274)	(10,000)	(6,726)				

Month No: 6

September 24

	Actual Current Month	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
950 Safer Streets								
1105 Safer Streets income	0	0	6,198	6,198			0.0%	
Safer Streets :- Income	0	0	6,198	6,198			0.0%	0
4305 Safer Street expenditure	0	4,401	6,198	1,797		1,797	71.0%	
Safer Streets :- Indirect Expenditure	0	4,401	6,198	1,797	0	1,797	71.0%	0
Net Income over Expenditure	0	(4,401)	0	4,401				
Grand Totals:- Income	189,182	405,362	432,791	27,429			93.7%	
Expenditure	31,091	204,978	435,902	230,924	0	230,924	47.0%	
Net Income over Expenditure	158,091	200,384	(3,111)	(203,495)				
plus Transfer from EMR	0	6,093	0	(6,093)				
less Transfer to EMR	0	1,268	0	(1,268)				
Movement to/(from) Gen Reserve	158,091	205,209	(3,111)	(208,320)				

Further details

1. Expenditure Update

The following items will be over budget:

- a. **Insurance** – As detailed after quarter 1, insurance is paid for the full year early in the financial year. The original budget for this financial year was £7000. Overall, we have spent £8462 on insurance which equates to 21% above the original budget. A three-year agreement was in place with the current supplier. This ends at the end of this financial year so we plan to go out to test the market at the end of this year to bring costs down for 2024/25.
- b. **Photocopier purchase** – As detailed after quarter 1, at the time we set the budget we had expected the payment for the new copier to fall into 2023/24 expenditure, so this was not included in the 2024/25 expenditure.
- c. **Tree Surveys** – We have received one quote for the tree work requirements which were identified in the tree survey that was done in February. Based on this it is likely that we will spend significantly more than the £2500 which was budgeted in this area. Three quotes will be brought to council towards the end of 2024.
- d. **Business rates – Balderton Village Centre** – As detailed after quarter 1, these charges were omitted from the 2024/25 budget. Total amount £1200.
- e. **Financial Software/Support** – At the time of setting the 2024/25 budget, we had not considered moving to sector specific software. It is envisaged that we will spend £3800 on finance/payroll software this year and approximately £7000 on accounting services.
- f. **External Audit** – Pkf Littlejohn has received objections from one resident again this year. The external auditor has detailed that the charges for this work are likely to be similar to last year so I envisage this will be approximately £3000. (Budget for external audit £800).
- g. **Lake Improvements** – the ecological assessment which has been conducted will cost £3,985. The budget for improvements was £3000 therefore we will be over budget in this area.
- h. **St Giles Churchyard** – the survey which has been conducted by Soul Architects has identified a significant amount of work required on the church walls. At this stage we are working on allocation and timing of these works, and we also need to explore if this work would meet any grant funding criteria.

2. Income Update

- a. **Community Infrastructure Levy (CIL)** - As detailed after quarter 1, £1268 has been received. We did not forecast any CIL income in this financial year.
- b. **Balderton Village Centre Hire** – Bookings for the village centre continue to be much healthier than in recent financial years. In 2023/24 income was £14,138. During the first half

of this financial year, we have taken £12,061. One of the long-term regular bookings which was reported at the end of Q1 have cancelled. As detailed at the end of quarter 1, I estimate income will be closer to £22,000 (budget was £16,000 including bar rent). We continue to advertise the centre and will work to increase bookings.

- c. **Bank interest** – We are on target to exceed the income from interest that we forecast for this financial year. Following the council's decision to transfer a further £100,000 to CCLA in August the interest rate has reduced to 4.9% interest however this is significantly higher than the 32-day notice account where the council had previously held reserves (rate at 2.5% on 30/9/24). I have temporarily moved £100,000 of the precept to CCLA as it can be drawn upon quickly (access within 24 hours). This will maximise interest receivable over the last 6 months of the year.
- d. **Advertising income** – we had not budgeted to receive any advertising income this financial year. However, we will receive a relatively small amount (approximately £300) which will offset the cost of the newsletter.

3. System and processing update

The council's accounts are up to date in Rialtas, and the working arrangements with DCK Accounting Solutions continues to go well. Next month, when they come in we will be reviewing the reserves and asset register. The Sage accounting package has been cancelled although we continue to use Sage for payroll.

4. Bank account consolidation

The Skipton Building Society account was closed in June and applications have been sent to Lloyds Bank to close the 'Community Infrastructure Levy Account' and the 'Chairman's account'. CIL¹ will be earmarked in the reserves and the Chairman's allowance² will be managed through the main treasurers account and cost centre going forwards.

5. Conclusion

Full Council is asked to note the income and expenditure up to 30 September 2024 and the commentary in this report.

¹ Community Infrastructure Levy

² Chair's Allowance budget for 2024/25 is £250. So far this year, this has been/will be used for a flag(D-Day 80) and refreshments after the Remembrance Parade. Usually, it is used for wreaths for remembrance day although we have enough that were purchased last year.