

Q3 Budget Monitoring Report

	Annual Budget 2021/22	Actuals Q3	Forecast Q4	Variance	Q3 Actuals / Budget 2021/22	Comments (Forecast / Budget %)
Balance brought forward		£ 20,955.53				
CASH RECEIPTS						
Cash in Hand						
Precept	£ 24,056.00	£ 24,056.00	£ -	£ -	100%	
Community Infrastructure Levy	£ -	£ 3,027.90	£ -	£ 3,027.90		Ringfenced
Sundry Income	£ -	£ 33.20	£ -	£ 33.20		Sale of textbook
VAT refund	£ -	£ 565.78	£ 100.00	£ 665.78		
Bank Interest	£ -	£ 1.94		£ 1.94		
TOTAL CASH RECEIPTS	£ 24,056.00	£ 27,684.82	£ 100.00	£ 3,728.82	115%	
CASH PAID OUT						
Clerk Salary						
Normal	£ 6,500.00	£ 5,067.28	£ 1,714.44	£ 281.72	78%	
PAYE	£ 1,500.00	£ 1,034.40	£ 351.00	£ 114.60	69%	
Training costs	£ 150.00	£ 30.00	£ -	£ 120.00	20%	
Overtime and training hours	£ 200.00	£ -	£ -	£ 200.00	0%	
Pension	£ -	£ 488.16	£ 165.24	£ 653.40		Clerk entitlement to Pension not budgeted for
Expenses						
Home	£ 312.00	£ 234.00	£ 78.00	£ -	75%	
IT	£ 100.00	£ -	£ 28.20	£ 71.80	0%	Office 365 Business Standard from Feb 2022
Travel	£ 200.00	£ 173.25	£ 60.00	£ 33.25	87%	
Mobile Phone Top-Up	£ -	£ 5.00	£ 5.00	£ 10.00		
Total staffing	£ 8,962.00	£ 7,032.09	£ 2,401.88	£ 471.97	78%	
Administration						
Audit fees	£ 400.00	£ 317.00	£ -	£ 83.00	79%	
Stationery, stamps, toner,	£ 100.00	£ 31.09	£ 10.36	£ 58.55	31%	
Newsletters	£ 150.00	£ 184.50	£ -	£ 34.50	123%	May newsletter costs only
Insurance	£ 930.00	£ 1,191.86	£ -	£ 261.86	128%	Revised Insurance valuations
Information Commissioner	£ 35.00	£ -	£ 35.00	£ -	0%	Due later in yr
Room hire	£ 360.00	£ 85.00	£ 55.00	£ 220.00	24%	Room Hire July, Sep, Nov, Jan (Mar hire 2022-23)
Training costs	£ 200.00	£ 150.00	£ -	£ 50.00	75%	No other training booked
Subs	£ 400.00	£ 18.33	£ 430.00	£ 48.33	5%	Principal SLCC subs from July-Jan, SLCC fees for 2022 now due (half fees with Fradley & Streethay) SPCA subs due in January
Elections	£ -	£ -	£ -	£ -		
Domain name	£ 12.00	£ 11.99	£ -	£ 0.01	100%	
Professional fee	£ -	£ -	£ -	£ -		
Bank charges	£ 72.00	£ 54.00	£ 18.00	£ -	75%	
Neighbourhood Plan meetings	£ -	£ -	£ -	£ -		
Total administration	£ 2,659.00	£ 2,043.77	£ 548.36	£ 66.87	77%	
Maintenance						
Lighting	£ 70.00	£ 57.68	£ 19.40	£ 7.08	82%	
Dog and litter bins	£ 1,120.00	£ 1,271.00	£ -	£ 151.00	113%	LDC fees increased Apr 21 (Green waste bin to be paid for in New Year)
Dog bags	£ 70.00	£ 56.79	£ -	£ 13.21	81%	
HPF grass cutting	£ 1,740.00	£ 1,087.47	£ 362.49	£ 290.04	62%	Budget includes VAT
HPF repairs	£ 800.00	£ 190.46	£ 1,900.00	£ 1,290.46	24%	
HPF inspections	£ 700.00	£ 495.00	£ 150.00	£ 55.00	71%	
Tree trimming	£ 700.00	£ -	£ -	£ 700.00	0%	
Annual inspections	£ 130.00	£ 134.00	£ -	£ 4.00	103%	
Wigginton grass cutting	£ 800.00	£ 720.00	£ -	£ 80.00	90%	Additional cutting at War Memorial
Plants	£ 100.00	£ -	£ -	£ 100.00	0%	
St John's churchyard maintenance	£ 600.00	£ 260.00	£ -	£ 340.00	43%	
Comberford hedge trimming etc	£ 400.00	£ 205.00	£ -	£ 195.00	51%	
Additional highway maintenance eg verges	£ 500.00	£ 200.00	£ -	£ 300.00	40%	Bus Shelter Repair, Hedge trim A51
Defibrillator supplies	£ 105.00	£ 70.00	£ -	£ 35.00	67%	
Total Maintenance	£ 7,835.00	£ 4,747.40	£ 2,431.89	£ 655.71	61%	
Donations						
Garden Club	£ 100.00	£ 100.00	£ -	£ -	100%	
Comberford Millenium Green	£ 4,500.00	£ -	£ 2,000.00	£ 2,500.00	0%	CMG Renovation
Total Donations (S137)	£ 4,600.00	£ 100.00	£ 2,000.00	£ 2,500.00	2%	
TOTAL CASH PAID OUT	£ 24,056.00	£ 13,923.26	£ 7,382.13	£ 2,750.61	58%	
Spend from Reserves						
Asset Replacement	£ 26,000.00	£ -	£ -	£ -		
Contingency	£ 5,000.00	£ -	£ -	£ -		
Total Spend from Reserves	£ 31,000	£ -	£ -	£ -		
VAT EXPENDITURE	£ -	£ 627.36	£ 75.00	£ 702.36	3%	
TOTAL EXPENDITURE		£ 14,550.62	£ 7,457.13	£ 2,048.25	60%	

BBF 20/21 + Total Receipts (Actuals + Forecast) - Total Expenditure (Actuals + Forecast) = Predicted BBF for 22/23

£

26,732.60