

Q3 Budget Monitoring Report

	Annual Budget 2022/23	Actuals Q3	Forecast Q4	Variance	Q3 Actuals / Budget 2022/23	Comments (Forecast / Budget %)
CASH RECEIPTS						
Precept	£ 27,723.00	£ 27,723.00	£ -	£ -	100%	0
Community Infrastructure Levy	£ -	£ 41,596.63	£ -	£ 41,596.63		Ringfenced
Sundry Income	£ -	£ -	£ -	£ -		
VAT refund	£ 432.00	£ 1,167.29	£ 389.10	£ 1,124.39	270%	
Bank Interest	£ -	£ 356.11	£ -	£ 356.11		
TOTAL CASH RECEIPTS	£ 28,155.00	£ 70,843.03	£ 389.10	£ 43,077.13	252%	253%
CASH PAID OUT						
Staffing Costs	£ 9,385.00	£ 6,968.97	£ 2,947.99	£ 531.96	74%	
Total staffing	£ 9,385.00	£ 6,968.97	£ 2,947.99	£ 531.96	74%	
Administration						
Homeworking Allowance	£ 312.00	£ 234.00	£ 78.00	£ -	75%	
Travel	£ 250.00	£ 146.25	£ 48.75	-£ 55.00	59%	
Mobile Phone Top-Ups	£ 20.00	£ -	£ -	-£ 20.00	0%	
Audit fees	£ 350.00	£ 361.60	£ -	£ 11.60	103%	
Stationery, stamps, toner	£ 60.00	£ 65.74	£ 21.91	£ 27.65	110%	Shredder & Stamps in Q1 - one off
Newsletters	£ 370.00	£ -	£ -	-£ 370.00	0%	
Insurance	£ 1,200.00	£ 1,281.39	£ -	£ 81.39	107%	Annual renewal 1st June
Information Commissioner	£ 35.00	£ -	£ 35.00	£ -	0%	Due in January (£35 per annum)
Room hire	£ 180.00	£ 120.00	£ 90.00	£ 30.00	67%	Additional meeting held for co-option
Training costs	£ 500.00	£ -	£ -	-£ 500.00	0%	Training not done this year, Clerk due to time constraints, Councillors due to capacity
Subs	£ 430.00	£ -	£ 435.90	£ 5.90	0%	Due in January (SLCC £116.40 40% of principal fees as shared with WOPC) + SPCA £319.50)
Elections	£ -	£ -	£ -	£ -		
Domain name	£ 119.00	£ 130.99	£ -	£ 11.99	110%	Both co.uk & GOV.UK domains paid for
Bank charges	£ 72.00	£ 54.00	£ 18.00	£ -	75%	£18 per quarter
Microsoft Business 365	£ 432.00	£ 224.83	£ 171.47	-£ 35.70	52%	£31.50*9 Basics + £9.40*12 Standard
Parish Online	£ -	£ 72.00	£ -	£ 72.00		
Total administration	£ 4,330.00	£ 2,690.80	£ 899.03	-£ 740.17	62%	
Maintenance						
Lighting	£ 80.00	£ 42.28	£ 59.00	£ 21.28	53%	
Dog and litter bins	£ 1,300.00	£ 1,319.76	£ -	£ 19.76	102%	Paid for year
Dog bags	£ 70.00	£ -	£ -	-£ 70.00	0%	
HPF grass cutting	£ 1,450.00	£ 966.64	£ 443.04	-£ 40.32	67%	
HPF repairs	£ 800.00	£ 337.30	£ 112.43	-£ 350.27	42%	Clerk to try and schedule further repairs before year end
HPF inspections	£ 700.00	£ 460.49	£ 153.50	-£ 86.01	66%	Avg £55 per month x 10
Tree trimming	£ 700.00	£ -	£ -	-£ 700.00	0%	
Annual inspections	£ 135.00	£ 66.65	£ -	-£ 68.35	49%	Inspections due September

Wigginton grass cutting	£ 800.00	£ 600.00	£ -	-£ 200.00	75%	8 months @ £100
Plants	£ 100.00	£ -	£ -	-£ 100.00	0%	
St John's churchyard maintenance	£ 400.00	£ 330.00	£ -	-£ 70.00	83%	
Comberford hedge trimming etc	£ 400.00	£ -	£ -	-£ 400.00	0%	
Additional highway maintenance eg verges	£ 300.00	£ 36.50	£ -	-£ 263.50	12%	£185 + £50 Noticeboard maintenance
Defibrillator supplies	£ 105.00	£ 39.95	£ 10.00	-£ 55.05	38%	Pads replaced, will last beyond 22/23, Stickers req'd
Total Maintenance	£ 7,340.00	£ 4,199.57	£ 777.97	-£ 2,362.46	57%	Clerk to try to schedule req'd maintenance before yr end
Donations						
Garden Club	£ 100.00	£ 220.00	£ -	£ 120.00	220%	£220 grant agreed for Lawnmower replacement
Comberford Millennium Green	£ 2,000.00	£ 955.00	£ -	-£ 1,045.00	48%	
Total Donations (S137)	£ 2,100.00	£ 1,175.00	£ -	-£ 925.00	56%	
Spending from Reserves						
HPF Repair Fund	£ 1,739.00	£ 660.00	£ 1,079.00	£ -	38%	HPF Repairs agreed in 21/22 attempt to schedule before year end
CIL Fund	£ -	£ 985.00	£ -	£ 985.00		SID Repairs funded via CIL reserves
Total Spend from Reserves	£ 1,739.00	£ 1,645.00	£ 1,079.00	£ 985.00	95%	
TOTAL CASH PAID OUT	£ 24,894.00	£ 16,679.34	£ 5,704.00	-£ 2,510.66	67%	
VAT		£ 1,118.69	£ 372.90	£ 1,491.59		

	Budget	Actuals	Forecast Q4	Actuals + Forecast
Total expenditure	£ 24,894.00	£ 16,679.34	£ 5,704.00	£ 22,383.34
Less Expenditure from reserves	£ 1,739.00	£ 1,645.00	£ 1,079.00	£ 2,724.00
Total revenue expenditure	£ 23,155.00	£ 15,034.34	£ 4,625.00	£ 19,659.34

General Reserves at 31.12.22			£ 22,793.94
Less Q4 anticipated revenue expenditure			£ 4,625.00
Plus Q4 anticipated revenue income			£ 389.10
Anticipated General Reserves at 31.03.23			£ 18,558.04

94% of anticipated total revenue expenditure - Must not exceed 100% (12 months running costs) equivalent to 12 months running costs

Consider transfers to Earmarked Reserves before year end

Election Reserves	less	£ 2,500.00
Asset Replacement	less	£ 3,000.00
		£ 13,058.04

66% of anticipated total revenue expenditure equivalent to 9 months running costs