

Wickham Market Parish Council

For Publication

Summary Financial Report: Year To Date (YTD) November 2023

Current YTD to Full Year Budget

Actual 2023-24	Budget 2023-24	Variance xx Favourable (xx) Adverse
75,456.00	75,456	-
2,000.00	10,000	(8,000.00)
3,657.30	3,900	(242.70)
5,072.56	10,000	(4,927.44)
2,480.95	2,500	(19.05)
-	-	-
8,015.73	-	8,015.73
5,800.00	4,000	1,800.00
-	2,000	(2,000.00)
7,689.36	4,800	2,889.36
110,171.90	112,656	(2,484.10)

Receipts

Precept	75,456.00	75,118.00	338.00
Grants Received	2,000.00	20,322.50	(18,322.50)
Allotments	3,657.30	3,572.56	84.74
Cemetery	5,072.56	6,662.00	(1,589.44)
Market	2,480.95	2,171.50	309.45
CIL	-	-	-
Other	8,015.73	618.34	7,397.39
Grants Youth Outreach	5,800.00	4,700.00	1,100.00
Grants Community Choir	-	1,990.00	(1,990.00)
VAT Reclaim	7,689.36	1,988.07	5,701.29

Receipts Total

110,171.90	117,142.97	(6,971.07)
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Payments

Salaries, PAYE, Pension	26,749.81	38,085.43	11,335.62
Clerks Expenses	932.69	826.52	(106.17)
Maintenance Operative	1,605.00	3,682.12	2,077.12
Training	120.00	85.00	(35.00)
Subscriptions	1,130.38	1,178.13	47.75
Printing & Consumables	701.46	1,532.38	830.92
Wickham Market News	3,142.44	-	(3,142.44)
Audit	8,111.75	235.00	(7,876.75)
Insurance	3,359.26	1,234.53	(2,124.73)
Councillor Expenses	64.70	57.31	(7.39)
Room Hire	85.00	1,955.00	1,870.00
Website	612.29	50.00	(562.29)
Elections	100.98	-	(100.98)
Power	223.89	587.08	363.19
Maintenance	3,961.25	22,623.90	18,662.65
Legal Fees	-	-	-
Grants Paid	1,000.00	8,891.25	7,891.25
Water	1,032.35	1,954.92	922.57
Pest Control	50.00	160.00	110.00

Current YTD to Last Year

Actual 2023-24	Actual 2022-23	Variance xx Favourable (xx) Adverse	Forecast FY 2023-24	Fcst v Bud 2023-24
75,456.00	75,118.00	338.00	75,456	-
2,000.00	20,322.50	(18,322.50)	2,000	(8,000)
3,657.30	3,572.56	84.74	3,860	(40)
5,072.56	6,662.00	(1,589.44)	7,000	(3,000)
2,480.95	2,171.50	309.45	3,300	800
-	-	-	-	-
8,015.73	618.34	7,397.39	8,500	8,500
5,800.00	4,700.00	1,100.00	5,800	1,800
-	1,990.00	(1,990.00)	2,000	-
7,689.36	1,988.07	5,701.29	7,689	2,889
110,171.90	117,142.97	(6,971.07)	115,605	2,949

DRAFT BUDGET 2024-25: November 2023

Current Yr to Next Yr

Budget 2024-25	Variance xx Favourable (xx) Adverse	Budget Assumptions 2024-25
76,714	1,258	a Zero % increase in Band D provides £76,714 precept. A 3% increase would be £79,015
10,000	8,000	Will apply for further grants 24-25 including play area update.
3,860	-	Allotment Rent 3378 plus AA fees collected and passed to AA 480. Costs include water 1500, rent 240, maintenance 500 plus unknown cost of G49 reinstatement
8,600	1,600	Internment fees: unknown so based on a rolling 3 year average actual
3,600	300	Pitch fees: 3 big markets: 30 stalls @ £10 = 900. Monthly Sat Mkt 6 stalls @ £10 = 720. weekly regulars 5 @ £40 pcm = 2400 less 10% drop out allowance
-	-	None currently expected as Wickham Gate is allocated to Pettistree
800	(7,700)	Interest £200/Qt. 23-24 inc insurance pmts of £7,370
-	(5,800)	May apply for further grants 24-25 if required
2,560	560	Will apply for further grants 24-25
6,000	(1,689)	VAT reclaimed in the following year in future. Current best estimate
112,134	(3,471)	
53,938	(3,218)	Gen: See calculation in Confidential Cashbook Cmty: Linda's Salary plus 8%
620	699	Gen: Allowances for Working from home, internet £97/Qt, Mobile phones & Insurance £32.50cm Cmty: Linda's Expenses
11,500	(7,531)	Gen: Assume 15 hrs pw x £14 (if we increase rate from £12) x 52 = 10,920 plus small item of materials - allow 500
980	(360)	Gen: 13 Cllrs x 2 SALC courses at £30 = 780 plus clerk x 4 = 200
1,183	(53)	Gen: SALC 720, ICO 40, SLCC 296, C&C direct 12, Parish Online 90, WM Partnersio 25
1,550	(629)	Gen: Inc Leiston Press, paper, envelopes, postage, toner (total 400) Add £1k for printer cartridges at office Allot: most admin is now electronic so very little postage Mkt: Advertising and promotion (Inc. external publications and Market signage)
5,400	(1,184)	Gen: Assume publication remains bi-monthly: £200 Delivery and £700 printing - 900 x 6 = 5,400
690	7,422	Gen: 260 & External 430 plus extra
3,430	(71)	Gen: Assume similar: 1,630. Add VH Insurance 1,800
200	-	Gen: Personal expenses only - not purchasing and claiming back
200	(65)	Gen: Ad Hoc use of the Resource Centre when the Village hall is not available
588	33	Gen: CAS web hosting £60. Domain Name £17.50, email accounts £30 each x17
-	101	Gen: No elections until 2027
920	(616)	Gen: Currently £35 / month. 35 x 12 = 420 plus extra plus any electrical works - allow 500?
13,800	(362)	Gen: Just general small maintenance costs. Most is under Highways & Land or Cemetery Cmty: Maintenance could be £8k for general maintenance and tree work potential of £2k, Allot: £200 for Tap and water pipe inspection, £600 for hedge trimming, H&L: Grounds Maintenance will be rolled into a single contract. Currently Cemetery element of this is £8,000. Highways & Land has the rest VH 648, SX 592, Pightle 250, play area hedge 240. Also £500 for tree planting, memorial
-	-	Gen: Village Hall Leases - yet to be confirmed Recommend WMPC create a RESERVE of £4k in 23-24
4,000	-	Gen: Agree a budget and stick to it. £4k suggested
1,380	193	0 Cmty: £20 per Qt. Allot: Apr - Aug 2023 was 900. Estimate 1300 full year
700	(600)	0 Cmty: Pest Control £700 being £400 for Rabbits and £300 for moles

Summary Financial Report: Year To Date (YTD) November 2023

Current YTD to Full Year Budget

Actual 2023-24	Budget 2023-24	Variance xx Favourable (xx) Adverse
269.00	1,970	1,701.00
8,411.43	422	(7,989.43)
6,776.92	6,300	(476.92)
-	-	-
928.00	10,400	9,472.00
1,618.00	2,946	1,328.00
5,174.15	4,277	(897.15)
76,160.75	119,069	42,908.25
34,011.15	(6,413)	40,424.15

Current YTD to Last Year

Actual 2023-24	Actual 2022-23	Variance xx Favourable (xx) Adverse	Forecast FY 2023-24	Fcst v Bud 2023-24
269.00	296.00	27.00	1,320	650
8,411.43	435.23	(7,976.20)	13,500	(13,078)
6,776.92	18,338.73	11,561.81	10,625	(4,325)
-	-	-	-	-
928.00	2,417.80	1,489.80	3,000	7,400
1,618.00	1,694.00	76.00	2,770	176
5,174.15	7,690.36	2,516.21	9,676	(5,399)
76,160.75	114,010.69	37,849.94	135,728	(16,659)
34,011.15	3,132.28	30,878.87	(20,123)	13,710
-	-	-	-	-
-	-	-	-	-

Current Yr to Next Yr

Budget 2024-25	Variance xx Favourable (xx) Adverse
1,320	-
440	13,060
2,230	8,395
-	-
-	3,000
2,560	210
4,088	5,588
111,717	24,011
418	(27,482)

Budget Assumptions 2024-25

0 Allot: Glebe Rent H&L: Rent to SCC for Simons Cross sports field not being charged - Add to a reserve Mkt: ESC Licenses and rent 600 (add to reserve if not paid)

0 H&L: Annual inspection 182, Annual Cleaning 250,

Gen: 1,000 Misc. Budget for Climate Emergency Activities has a reserve of £5k. Cmty: Nominal value to cover incidental costs Allot: Unexpected costs - allow 400? Inc payment of AA fees collected with rent 480 Mkt: Road closure x3 (permit application only)50, ESC Permit application fee x3 = 100

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Gen: Likely to cost £10,400 if it is extended to include a younger youth club. Reserve is £10.7k and currently unspent budget 23-24 from grants in £5k- there are likely to be grants available and there is currently 7,800 in reserves

Assume 40 wks. Choir Master £50 & room hire £14 =

VAT Calculates based on costs that are likely to attract VAT Calculated as 20% of expected VAT able supply Calculated as 20% of expected VAT able supply Calculated as 20% of expected VAT able supply

Budget Narrative Highlights

Current budget creates an £0.4k surplus for 2024-25.

There are currently no CIL payments expected

- 1 Precept included with no increase in band D charge.
- 2 Grant receipts are £12.5k with an expectation of several small applications and perhaps a larger one to support upgrade work at the children's play area
- 3 Cemetery is on track to make a loss this year, possibly £4k - £5k depending on what fees are received over the winter period. Budget receipts are calculated as an average of the last 3 years
- 4 Salaries - include 8% increase (unlikely!) and also an additional 10 hours per month for Alison should it be required
- 5 Maintenance operative assumes 15 hours per week at £14/hr should this be necessary. (Probably over budgeted)
- 6 Grant budget for small organisations is £4,000 which does NOT include the village hall
- 7 Newsletter costs have been budgeted separately based on 6 publications per year £5.4k
- 8 Youth outreach could cost £10,400 if it is extended to include a younger youth club. Reserve for this is currently £10.7k
- 9 Community Choir is expected to continue and it is expected that a grant application of £2.5k will be made
- 10 Grounds Maintenance will be rolled into a single contract. Currently Cemetery element of this is £8,000. Highways & Land has the rest VH 648, SX 592, Pightle 250. Overall very similar to 23-24 Forecast
- 11 RESERVES allocation should be reviewed - see reserves schedule
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