

Staploe Parish Council Performance Against Budget 2021 - 2022	Budget to Mch 2022	Actual to 31st Mch 2022	Actual less Budget	Comment
Regular Receipts				
Precept	£12,701.85	£12,702.00	£0.15	£12702 requested - has to be a whole number
Interest	£-	£0.99	£0.99	
Grass cutting	£1,389.51	£1,389.51	£-	
Total Regular Receipts	£14,091.36	£14,092.50	£1.14	
Other Receipts				
Neighbourhood Plan Grant		£7,872.00	£7,872.00	
Donations for Dennybrook Planning Advice		£7,554.11	£7,554.11	
Newsletter advertising	£-		£-	
Ward Fund	£-		£-	For cabins
Ticket sales from social events			£-	
CIL income			£-	
Police grant for containers		£2,000.00	£2,000.00	For reroofing and electrical work
Other (eg. deposits, refunds, proceeds from social events / book sales)	£-	£937.89	£937.89	£706.41 RADIUS funds - cheque credited and then "bounced" so has to be shown as a receipt and payment - Cllr. V. Zwetsloot investigating. £166 contribution from Thomas Morris for bridge repairs at Old Chapel. £30 cash for selling mower. £9 book sales. £5.98 refund for postage from PC World. £20.50 refund from Bradgate
Total Other Receipts	£-	£18,364.00	£18,364.00	
Total Receipts	£14,091.36	£32,456.50	£18,365.14	Difference matches "other receipts" plus interest + rounding up of precept
Regular Payments (from precept)				
	Budget to Mch 2022	Actual to 31st Mch 2022	Actual less Budget	Comment
Clerk's salary & pension	£4,277.86	£4,181.71	-£96.15	Remain on Salary Point 17 but budget assumed 2.75% increase. 5 hours per week for the PC (NDP 1 hour per week shown separately). Actual pay increase was 1.75%
Clerk's PAYE	£-		£-	
Clerk's salary & pension extra hour per week for Neighbourhood Plan	£896.50	£836.34	-£60.16	One hour per week to assist with the neighbourhood plan (admin not grant funded). Salary point 17 plus pension. Actual pay increase was 1.75% not 2.75%
Total staff costs	£5,174.36	£5,018.05	-£156.31	
Audit Fees	£260.00	£265.00	£5.00	None claimed
Councillors Expenses	£30.00	£-	-£30.00	
Clerk's employment expenses	£312.00	£320.18	£8.18	Monthly mileage (£8) and Working From Home Allowance (£18). Slightly higher than budget due to extra meetings (extra visits to noticeboards and halls).
Clerk's Other Expenses eg. postage & sundries	£40.00	£7.92	-£32.08	Postage and sundries.

Regular payments continued	Budget to Mch 2022	Actual to 31st Mch 2022	Actual less Budget	Comment
Training	£80.00	£-	-£80.00	Budgeted £50 Clerk's training, £30 for 2 x Cllrs training. Not required.
Highways Grass Cutting	£1,300.00	£1,300.00	£-	Mark Ibbett - 2 single swathe cuts plus 1 full swathe plus one extra cut in the urban area.
Insurance	£450.00	£511.78	£61.78	Insurance increased due to extra assets insured.
Power to street lights	£343.00	£339.14	-£3.86	Fixed contract
Elec (CCTV & containers)	£50.00	£130.34	£80.34	Budget assumed we would be able to offset some of this using hire income. As the cabins were disconnected for much of the year this wasn't possible.
Water and sewerage for containers	£100.00	£191.11	£91.11	Leak cost approx 90m3 = £277.20. Retrospective foul water charge of 203.96 may be incurred. If not before year end save to reserve.
Community cabin & picnic area maintenance & works	£100.00	£438.58	£338.58	Extra electrical & plumbing work needed.
Other Maintainance (street lights, speed signs, benches, play area & planters)	£100.00	£150.00	£50.00	Budgeted for: £0 for planters + £100 for other maintenance eg. noticeboards, benches, play area etc. Used £150 to repair manhole covering the sewage pipe at village hall site
Defib costs	£25.00	£-	-£25.00	Budgeted for £25 in case Thomas Morris charge for electricity. No maintenance first 2 yrs. £25 in case electricity charge. £150 maintenance per year after two years - save for this in reserves.
Play Area Inspection	£70.00	£68.50	-£1.50	
Play Area Works (assets purchased)			£-	
Play Area Works (consumables / labour)	£30.00		-£30.00	None needed
Playing field grass & m'nance	£1,300.00	£989.37	-£310.63	We only needed 9 cuts - we had budgeted for 10 at £1300 for ten cuts (excluding weed treatments - done by Rod Thompson for free) plus £13.33 for padlock
Duloe Common grass	£110.00	£90.00	-£20.00	Grass cutting - 9 cuts needed but we budgeted for 10 cuts
Tree surveys and works			£-	Budget assumed no works in 2021/22 but money is saved to reserve for future works - see "Regular transfers to reserve"
Subs (SLCC / BATPC)	£205.00	£205.00	£-	BATPC £93 + SLCC inc from £95 to £112 - moved to 6hrs / wk
Admin	£374.00	£255.75	-£118.25	£35 Info commissioner, £31.68 stationary, £22.96 printer spare parts, £174.92 printer cartridges, no social events (budgeted for £42). Assume we keep £118 underspend for Jubilee
Web & e-mail hosting, software subs	£345.00	£391.80	£46.80	Budgeted for Eyelid & Cloudnext yr 3 package £270 (£90 for .gov every 2 yrs) for website + £75 software. Actuals include £35.97 for Zoom subs before NDP grant started paying for this but a little less for software.
Other assets (eg. street furniture / tools / office equipment). Excl. playing field/ play area)	£-		£-	
Village Hall Hire	£201.00	£213.50	£12.50	Budget assumed 1 APM 3 hrs @£12 /hr, (5 PC meetings of 2 hrs, 1 PC of 3 hrs, 2 committee of 1 hr) at £8/hr and £15 towards each of 3 social events. Actual costs included 4 meetings in large halls (2 in July, 1 in Aug & Sep). March meetings will be paid for in 2022-23 budget (£24)
Village Hall Works / Maintenance	£150.00	£150.00	£-	£150 for regular VH payment (remaining £100 met from reserves). All used to pay for insurance
Newsletter	£355.00	£329.75	-£25.25	Dennybrook flyer £206.42. One newsletter in March
Other		£43.13	£43.13	£43.13 for Countryside Code signs
Contingency	£150.00	£-	-£150.00	
Total regular payments	£11,654.36	£11,408.90	-£245.46	See notes below
We are forecast to underspend vs budget by £245.46 We are forecast to exceed budget for: works at the cabins £338.58, electricity and water for the cabins £171.45, insurance costs £61.78, £46.80 zoom subs, £43.13 countryside code signs, £25.68 other costs (extra hall hire, travel costs for Clerk and audit fees). Total of items which exceed budget is £687.42 However, we are forecast to underspend vs budget by £310.63 for grass cutting on the field, £156.31 for staff costs, £150 for contingency funds not used, £118.25 for admin, £80 for training, £118 other underspends (Clerk's other expenses eg. postage, Councillors expenses, play area consumables, newsletter, defibrillator, common grass, power to street lights and play area inspection). Total items where we underspent = £932.88. Therefore overall underspend is £932.88 -£687.42 = £245.46				

Regular transfers to reserve (from precept)				
Village Hall Savings	£1,500.00	£1,500.00	£-	Transferred £1500 to earmarked reserve but used £100 to assist with insurance (see other payments)
Hedge cutting savings	£75.00	£75.00	£-	
Asset replacement savings	£125.00	£125.00	£-	Saving to replace Clerk's laptop and printer £600 every 5 years. May be needed for new printer
Tree surveys and works savings	£253.00	£253.00	£-	Survey cost £360 every 3 years (£120pa). Works £400 every three years (£133pa)
Defibrillator savings for replacement parts	£50.00	£50.00	£-	
Street light inspection savings	£434.00	£434.00	£-	Formal inspection to cost approx £1302 in 2023/24
Total Regular transfers to reserve (from precept)	£2,437.00	£2,437.00	£-	
Regular payments + regular transfers to reserve	£14,091.36	£13,845.90	-£245.46	
Regular receipts - regular payments & transfers to reserve	£-	£246.60	£246.60	We budgeted for regular receipts and transfers to reserve to match regular payments. Regular payments came under budget by 245.46 and we received some unbudgeted interest.
Other payments (met from additional receipts eg. grants or earmarked reserves)				
	Budget to Mch 2022	Actual to 31st Mch 2022	Actual less Budget	Comment
Neighbourhood Plan Costs		£1,583.93	£1,583.93	Zoom subscription, planning advice, survey monkey. Green infrastructure review was included in the grant request but it will be done in the next financial year
Neighbourhood Plan Grant Refunds		£6,015.42	£6,015.42	Unspent grant from 20/21
Dennybrook advice and campaign funded from donations		£7,167.36	£7,167.36	For planning advice and highways note + banners
Ward Fund spending		£638.00	£638.00	For cabins. Ward fund due to be received in April 2022 (approved before work was carried out).
Other assets purchased from earmarked res			£-	
Village Hall payments from earmarked reserve		£100.00	£100.00	£100 towards insurance in February 2022
Repairs to bridge at Old Chapel, Honeydon		£330.00	£330.00	£166 contributed by Thomas Morris, £164 from our maintenance reserve.
Payments from other earmarked reserves		£17.55	£17.55	Footpath map
VERU / Police grant for cabins		£2,000.00	£2,000.00	For works to cabin roofs and electrical work
Elections			£-	
Hall hire for social events (met from ticket receipts)			£-	
Other payments (refunds etc.)		£706.41	£706.41	£706.41 RADIUS funds refunded to bank (cheque bounced - funds not available).
Total Other Payments	£-	£18,558.67	£18,558.67	
Total Payments	£11,654.36	£29,967.57	£18,313.21	Matches other payments less the underspend vs regular budget
Other transfers to reserves (not from precept)				
Dennybrook advice and campaign	£-	£386.75	£386.75	
Asset replacement	£-		£-	
Total other transfers to reserves	£-	£386.75	£386.75	
Total Payments & Transfers to Reserve	£14,091.36	£32,791.32	£18,699.96	
Total receipts - (total payments & transfers to reserve)	£-	-£334.82	-£334.82	See notes below

Most unbudgeted payments / transfers to reserve are met by extra receipts except: **Unbudgeted receipts not transferred to reserve: £30 mower + £9 book sales + £5.98 postage refund + £0.99 interest + £0.15 extra precept + £20.50 grass refund = £66.62.** **Underspend in regular budget (from precept) £245.46.** **Neighbourhood plan receipts £7872 less payments (£6015.42+£1583.93) = £272.65**
Unbudgeted payments from reserve: Ward fund for cabins £638 + bridge £164 + Village Hall £100 + map £17.55 = £919.55. Total = **£66.62+£245.46+£272.65-£919.55 = £334.82**