

Staploe Parish Council Accounts to 31st Mch 2023 . Explanation of variances

Box of Acc'tng Stat'mts		Actual 2021/22	Actual 2022/23	Variance £	% variance	Comment
Box 1	Opening Balance	£14,875.63	£20,208.51	£5,332.88	26.4%	See "SPC Earmarked Reserves" for breakdown. We aim to have available reserves of 6-12 months of precept.
Box 2	Precept	£12,702.00	£13,336.00	£634.00	4.8%	Increased to pay for maintenance of the Community Cabins, a contribution of £253 to the Village Hall Charity to pay their charity insurance, an increase in electricity prices for the cabins and the Clerk's statutory pay increase.
	Other receipts					
	Interest	£0.99	£16.29	£15.30	93.9%	Interest rates improved and savings increased
	Grass cutting	£1,389.51		-£1,389.51		We handed the grass cutting back to Bedford Borough Council
	Newsletter advertising		£20.00	£20.00	100.0%	No advertisers in 2021/22 but two in 2022/23
	Ward Fund		£1,403.66	£1,403.66	100.0%	None in 2021/22 because £638 was paid late in April 2022 (payment delayed Bedford Borough Council error). In 2022/23 we also received £765 towards CCTV cameras
	Neighbourhood Plan Grant	£7,872.00	£7,914.00	£42.00	0.5%	Neighbourhood Plan started in 2020. In 2021/22 we used £1500 for advice from a planning consultant and returned the rest. In 2022/23 we used £2000 for the first stage of a green infrastructure review and will return the rest.
	Cabin Hire	£0.00	£396.00	£396.00	100.0%	We started hiring out the cabins in 2022 once they were repaired
	VERU / Police Grant	£2,000.00	£3,890.00	£1,890.00	48.6%	2021/22 one off grant to repair roof and make electrical repairs. 2022/23 one off roadside safety grant to replace fixed speed indicator in Duloe
	Awards for All Grant for Coronation		£3,100.00	£3,100.00	100.0%	One off grant in 2022/23
	Other (eg. refunds / book sales)	£8,492.00	£1,305.45	-£7,186.55	-550.5%	2021/2022 £7554.11 donated for planning advice for the Local Plan, £706.41 RADIUS funds - cheque credited and then "bounced" so has to be shown as a receipt and payment. £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 for overpayment to grass contractor. 2022/23 £706.41 RADIUS funds, £233.15 refund for ink cartridges, £160 donation towards defibrillator maintenance, £100 football club deposit, £70 ticket sales, £35.89 proceeds from Jubilee lunch.
	VAT refunded by suppliers	£4.10	£46.63	£42.53	91.2%	2021/22 Refund for overpayment to grass contractor. 2022/23 refund for printer cartridges
	VAT refunded by HMRC	£4,426.26	£1,582.31	-£2,843.95	-179.7%	More VAT paid in 2020/21 because we did building and demolition works (reclaimed in 2021/22).
Box 3	Total Other receipts	£24,184.86	£19,674.34	-£4,510.52	-22.9%	
	Total receipts	£36,886.86	£33,010.34	-£3,876.52	-11.7%	
	Payments					
	Clerk's salary & pension	£5,018.05	£5,602.95	£584.90	10.44%	Clerk's pay on salary point 17 increased.
	Clerk's PAYE	£0.00	£0.00	£-		
Box 4	Total staff costs	£5,018.05	£5,602.95	£584.90	10.44%	
	Other Payments (not staff costs)					
	Audit Fees	£265.00	£270.00	£5.00	1.85%	External audit required because we exceeded the £25,000 threshold
	Councillors Expenses	£0.00	£0.00	£-		Not claimed

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	Clerk's employment expenses	£320.18	£331.25	£11.07	3.34%	Employment costs (mileage and home working allowance). Mileage slightly higher in 2020/21 due to trip to Cambourne to get a document signed for playing field and extra deliveries of fliers and newsletters
	Clerk's Other Expenses eg. postage, parking	£7.92	£50.60	£42.68	84.35%	A little postage in 2021/22. More postage in 2022/23 because cheaper than driving to outliers to deliver newsletters & fliers. Also Queen's condolence book and refreshments for a public meeting re speeding
	Training	£0.00	£60.00	£60.00	100.00%	No training in 2021/22. Two councillor induction courses in 2022/23
	Highways Grass Cutting	£1,300.00	£0.00	-£1,300.00		
	Insurance	£511.78	£506.24	-£5.54	-1.09%	
	Power (street lights)	£339.14	£339.45	£0.31	0.09%	
	Electricity (CCTV & Community Cabins)	£130.34	£163.94	£33.60	20.50%	Slight increase as we started using the cabins more in 2022/23
	Water and sewerage Community Cabins	£191.11	£121.06	-£70.05	-57.86%	Slight increase as we started using the cabins more in 2022/24
	Maintainance (street lights, speed signs)	£150.00	£6.30	-£143.70	-2280.95%	2021/22 we repaired a manhole cover for the community cabins £150. Padlock for CCTV cupboard in 2022/23
	Play Area Inspection	£68.50	£70.00	£1.50	2.14%	
	Play Area Works / assets purchased		£0.00	£-		
	Play Area Works (consumables / labour)		£141.12	£141.12	100.00%	None needed in 2021/22. New cradle swing seat in 2022/23 (counts as a consumable item)
	Cabins & picnic area	£3,076.58	£1,024.34	-£2,052.24	-200.35%	In 2021/22 the cabins had a mineral finish applied to seal the roofs and electrical work to obtain an electrical safety certificate. In 2022/23 an electrical cable was buried.
	Playing Field grass & hedge cutting	£989.37	£875.00	-£114.37	-13.07%	The March cut was paid in April 2023 £137.50
	Duloe Common grass & hedge cutting	£90.00	£70.00	-£20.00	-28.57%	The March cut was paid in April 2024 £11
	Tree surveys & works		£120.00	£550.00	458.33%	None needed in 2021/22. Surveyed trees on Common in 2022/23
	Subs (SLCC / BATPC)	£205.00	£206.00	£1.00	0.49%	
	Admin	£255.75	£185.15	-£70.60	-38.13%	2021/22 ink cartridges for laser printer required. 2022/23 new printer has much lower ink costs
	Literature & info	£17.55	£0.00	-£17.55		Footpath map in 2021/22.
	Web & e-mail hosting & software renewals	£391.80	£291.52	-£100.28	-34.40%	2021/22 needed to pay £100 for .gov domain - every other year
	Other Assets Purchased (eg. street furniture / tools / office equipment)		£4,089.96	£4,089.96	100.00%	No new assets purchased in 2021/22 - but some assets "inherited" with the Community Cabins have been added to the asset register with a nominal value. 2022/23 we bought a speed indicator device for Duloe £3890 and a printer £199.96
	Village Hall Hire	£213.50	£244.50	£31.00	12.68%	Extra public meeting for neighbourhood plan in 2022/23
	Village Hall Support	£250.00	£258.36	£8.36	3.24%	Contributed to hall charity insurance as they have no income.
	Newsletter	£329.75	£233.57	-£96.18	-41.18%	Shorter newsletters in 2022/23
	Neighbourhood Plan costs	£1,583.93	£2,000.00	£416.07	20.80%	In 2021/22 we spent £1500 on planning advice and paid for a zoom subscription. In 2022/23 we paid for first stage of a green infrastructure review.
	Neighbourhood Plan grant refunded to Locality		£6,288.07	£6,288.07	100.00%	We received our first grant in Feb 2021 and unspent grant was returned in April 2022.

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	Donations			£-		
	Coronation		£361.52	£361.52	100.00%	Tableware, decorations, marquee
	Other payments (refunds etc.)	£14,262.32	£820.00	-£13,442.32	-1639.31%	2021/22 £7167 planning advice for the Local Plan. £6015 Neighbourhood Plan grant refunded. £330 repairs to bridge. £43 Countryside Code signs. £17.55 footpath map. 2022/23 £790 legal fees for land transfer for new village hall, £30 payment to caterer for Jubilee lunch
	VAT	£1,586.41	£1,871.38	£284.97	15.23%	VAT slightly higher in 2022/23 than in 2021/22 because we spent money burying an electrical cable and doing electrical work on the Community Cabins.
Box 6	Total other payments	£26,535.93	£20,999.33	-£5,536.60	-26.37%	
	Total payments	£31,553.98	£26,602.28	-£4,951.70	-18.61%	
	Total receipts - Total payments	£5,332.88	£6,408.06	£1,075.18	16.78%	
Box 7	Balances carried forward	£20,208.51	£26,616.57	£6,408.06	24.08%	Our closing balance increased by £6,408. See "SPC Earmarked Reserves" for breakdown. £5,914 of Neighbourhood Plan grant is due to be repaid to Locality in April / May 2023 and we will be spending our Awards for All grant on the Coronation which will leave £17,964. £6423 is earmarked to rebuild our village hall.
Box 9	Total fixed assets	£44,938.68	£42,852.91	-£2,085.77	-4.87%	The cost of our assets fell by £2085.77 because a speed indicator sign in Duloe was replaced and the cost of the replacement was £2085 lower than the cost of the original sign installed in 2008.

Comments

In 2021/22 we received £5,333 more than we spent. Much of this is unspent grant money for the Neighbourhood Plan which was due to be refunded in May but some money was also saved to earmarked reserve to rebuild our village hall.

In 2022/23 we received £6408 more than we spent. Some of this is unspent Neighbourhood Plan grant and some is Awards for All grant due to be spent on the Coronation. Some money was also saved to earmarked reserve to rebuild our village hall in the future.