

## NORTH WALTHAM PARISH COUNCIL

### BUDGET REVIEW

FINANCIAL PERIOD: 2020-21 Quarter 1 ending 30th June 2020

CATEGORY	BUDGET		ACTUAL		EXPECTED TO YEAR END		NOTES
	£		£	%	£	%	
<b>INCOME</b>							
Precept	£ 16,129.00	£ 8,064.50			£ 16,129.00		50% of precept paid. 50% due to be paid in Sept Grant no longer available Grant no longer available
Limited General Grant	£ -	£ -			£ -		
Council Tax Support Grant	£ -	£ -			£ -		
Grass Cutting Grant	£ 2,036.00	£ 2,036.00			£ 2,036.00		
Other	£ 68.00	£ 11,446.00			£ 11,475.00		Includes grant of £9,000 for Neighbourhood Plan + overpayment of £2,446 in grant + quarter 1 interest on deposit A/C Interest now 0% & unlikely to receive further interest payments
VAT Refund	£ 200.00	£ 418.49			£ 418.49		
<b>Total Income</b>	<b>£ 18,433.00</b>	<b>£ 21,964.99</b>					
<b>Outgoings</b>							
<b>Expenditure</b>							
<b>Staff costs</b>							
Salary	£ 4,403.00	£ 1,045.80	23.75%		£ 4,183.20	95.00%	Assume 4 x actual spend to date Assume 4 x actual spend to date Assume full budget will be spent Assume full budget will be spent Assume full budget will be spent
Home working allowance	£ 216.00	£ 54.00	25.00%		£ 216.00	100.00%	
Expenses	£ 100.00	£ -	0.00%		£ 100.00	100.00%	
Training (Clerk & Councillors)	£ 600.00	£ -	0.00%		£ 600.00	100.00%	
Travel Expenses	£ 300.00	£ -	0.00%		£ 300.00	100.00%	
<b>Grants</b>							
Community Grants	£ 3,000.00	£ 2,446.00	81.53%		£ 3,000.00	100.00%	Assume full budget will be spent Full amount already passed to NWVT
Grass cutting grant (passed to Village Trust)	£ 2,036.00	£ 2,036.00	100.00%		£ 2,036.00	100.00%	
<b>Community Assets &amp; Facilities</b>							
Pond, bus shelter, telephone box, etc.	£ 2,250.00	£ -	0.00%		£ 2,250.00	100.00%	Assume full amount will be spent Assume full amount will be spent
General village maintenance	£ 3,000.00	£ -	0.00%		£ 3,000.00	100.00%	
Garden Competition	£ 201.00	£ -	0.00%		£ -	0.00%	Unlikely to be garden competition this year
Traffic / Speed Measures	£ -	£ -	0.00%		£ -	0.00%	
<b>Administration</b>							
Insurance	£ 434.00	£ 429.28	98.91%		£ 429.28	98.91%	No further expenditure expected No further expenditure expected
Audit	£ 195.00	£ 190.00	97.44%		£ 190.00	97.44%	
Subscriptions	£ 481.00	£ 332.62	69.15%		£ 481.00	100.00%	Assume full amount will be spent

Venue hire	£ 206.00	£ 150.00	72.82%	£ 150.00	72.81%
Stationery	£ 250.00	£ -	0.00%	£ 250.00	100.00%
Software	£ 62.00	£ 14.39	23.21%	£ 221.00	325.00%
Website	£ 181.00	£ -	0.00%	£ 181.00	100.00%
Office Equipment	£ -	£ -	0.00%	£ -	0.00%
<b>Communication</b>					
Newsletters, questionnaires, etc.	£ 210.00	£ -	0.00%	£ 210.00	100.00%
<b>Miscellaneous Costs</b>					
Chairmans Allowance	£ -	£ -	0.00%	£ -	0.00%
Inland Revenue / VAT	£ -	£ -	0.00%	£ -	0.00%
Banking charges	£ 108.00	£ 27.00	25.00%	£ 108.00	100.00%
Contingency	£ 200.00	£ -	0.00%	£ 200.00	100.00%
<b>Total Expenditure</b>	<b>£ 18,433.00</b>	<b>£ 6,725.09</b>	<b>36.48%</b>	<b>£ 18,105.48</b>	<b>98.30%</b>

No further expenditure expected  
Discount given by NWWT for non-use of Rathbone during lockdown  
Assume full amount will be spent  
Microsoft Office annual fee expected to be £62  
Unexpected cost of Zoom Pro £14.39/month  
If required for full year (11 months) = £159/year  
Assume full amount will be spent

Assume full amount will be spent

Assume full amount will be spent  
Assume contingency will be required

Earmarked Reserve Transfer					
Pond Renewal	£ -	£ -	0.00%	£ -	
Bus Shelter	£ -	£ -	0.00%	£ -	
Phone Box	£ -	£ -	0.00%	£ -	
Office Equipment	£ -	£ -	0.00%	£ -	
General Reserves	£ -	£ -	0.00%	£ -	
<b>Total Transfer</b>	<b>£ -</b>	<b>£ -</b>	<b>0.00%</b>	<b>£ -</b>	
<b>TOTAL OUTGOINGS</b>	<b>£ 18,433.00</b>	<b>£ 6,725.09</b>	<b>36.48%</b>	<b>£ 18,119.48</b>	<b>98.30%</b>
Budget Variance		£ 11,707.91			

#### NOTES

##### Variance +/- 15%

##### Overspend

Software - not currently overspent as the fee for Microsoft Office is not due until December 2020. Cost of Zoom Pro is an unexpected expense due to the Covid-19 lockdown and inability of the Parish Council to meet in person. If this continues for the full year, budget will be overspent by £152.

##### Underspend

Venue hire is underspent as North Waltham Village Trust gave a discount on the hire of the Rathbone Pavillion due to no use during the Covid-19 lockdown.

Prepared by: Rosemary Coulter, Clerk & Responsible Financial Officer

Date: 13th July 2020

For Parish Council approval: 21st July 2020

Minute reference TBA