

NORTH WALTHAM PARISH COUNCIL

BUDGET REVIEW

FINANCIAL PERIOD: 2021-22 Quarter 4 ending 31st March 2022

CATEGORY	BUDGET		ACTUAL	
	£		£	%
INCOME				
Precept	£ 17,270.00	£ 17,270.00		
Grass Cutting Grant	£ 2,056.00	£ 2,056.00		
Other	£ 10,000.00	£ 9,900.00		
VAT Refund	£ 300.00	£ 744.31		
Total Income	£ 29,626.00	£ 29,970.31		

NOTES

50% of precept paid in April, 50% paid in Sept
Neighbourhood Plan grant
Claim for £744.31 submitted for FY20-21 - paid in full by HMRC 29/10/21

OUTGOINGS
Expenditure

Staff costs				
Salary	£ 4,503.37	£ 4,372.20		97.09%
Home working allowance	£ 312.00	£ 312.00		100.00%
Expenses	£ 100.00	£ -		0.00%
Training (Clerk & Councillors)	£ 600.00	£ -		0.00%
Travel Expenses	£ 200.00	£ -		0.00%
Grants				
Community Grants	£ 3,000.00	£ 2,880.00		96.00%
Grass cutting grant (passed to Village Trust)	£ 2,056.00	£ 2,056.00		100.00%
Grant for Neighbourhood Plan	£ 10,000.00	£ 7,020.00		70.20%
Community Assets & Facilities				
Pond, bus shelter, telephone box, etc.	£ 2,000.00	£ 500.00		25.00%
General village maintenance	£ 4,000.00	£ 4,418.88		110.47%
Garden Competition	£ 200.00	£ -		0.00%
Traffic / Speed Measures	£ 500.00	£ -		0.00%
Administration				
Insurance	£ 442.16	£ 434.01		98.16%
Audit	£ 195.70	£ 480.00		245.27%
Subscriptions	£ 499.16	£ 378.66		75.86%
Venue hire	£ 212.18	£ -		0.00%
Stationery	£ 100.00	£ 17.52		17.52%
Software	£ 229.58	£ 410.22		178.69%
Website & email	£ 147.94	£ 142.80		96.53%
Office Equipment	£ -	£ -		0.00%
Communication				
Newsletters, questionnaires, etc.	£ 216.30	£ -		0.00%
Miscellaneous Costs				
Chairmans Allowance	£ -	£ -		0.00%
Inland Revenue / VAT	£ -	£ -		0.00%
Banking charges	£ 111.24	£ 129.00		115.97%
Contingency	£ -	£ -		0.00%
Total Expenditure	£ 29,625.62	£ 23,551.29		79.50%

New paycales announced March 2022 - back pay to be paid in 2022/23
Assume payments continue at current rate

Full amount passed to NWVT
£7,020 spend = £660 fees + £6,360 repayment of unused FY20-21 grant.

£547 - willow tree survey
Not held in FY21/22

Internal Audit fees: £240
External Audit fees: £240

Use of venue for 6 months only (annual cost £200)
£100 transaction set up in Nov/Dec 2021 has not gone through - will be paid in FY22/23.

Microsoft Office annual fee £119.99 - higher than expected.
Zoom: annual payment wef Jan 2022.

Second card charged for, prior to cancellation accepted by bank

Earmarked Reserve Transfer

Pond Renewal	£ -	£ -		0.00%
Bus Shelter	£ -	£ -		0.00%
Phone Box	£ -	£ -		0.00%
Office Equipment	£ -	£ -		0.00%
General Reserves	£ -	£ -		0.00%
Total Transfer	£ -	£ -		0.00%

TOTAL OUTGOINGS	£ 29,625.62	£ 23,551.29		79.50%
Budget Variance	£ -	£ 6,074.33		

NOTES

Variance +/- 15%

Overspend

General village maint: Unexpected problems identified with the willow tree at the pond.

Audit: Accountancy fees higher than expected (greater than FY20-21 costs + inflation), plus external audit costs unexpected

Software: Cost of MS Office higher than expected

Underspend

Venue hire: Below estimate as used for 6 months only

Prepared by: Sharon Shea, Clerk & Responsible Financial Officer

Date: 10th April 2022

For PC approval: 19th April 2022

Minute reference: 012/FC/01/22-23 (c)