

Budget Tracking Report 3rd Quarter 2020/21

Report to a meeting of Lydiard Millicent Parish Council held on Thursday 11th March 2021.

Background

As members will be aware a precept for Lydiard Millicent Parish Council was set at the last meeting. Budget figures for the financial year 2021/22 were identified although it was recognised these may require some fine tuning. The current budgets were designed by previous clerks with minor amendments over the years and have not been comprehensively reviewed. With a new budget in place the year end is an ideal opportunity to bring these in line and simplify the accounts.

The attached tracking report shows a summary of current accounts modelled towards next year's budget. It should be noted that some headings will be broken down based on year end figures.

For the financial year beginning April 2021 a more detailed budgeting system will be introduced to enable closer analysis of the different areas affecting council finance. This introduced system will follow the Joint Panel on Accountability and Governance (JPAG) guidelines as recommended nationally.

3rd Quarter Tracking

Third quarter expenditure is: 73.4% of budget.

Individually some headings will go over budget, which again is due to how calculations have previously been carried out. Overall, it is expected that the last quarter will stay within budget.

Third quarter income is: 96.7% of budget.

There was very little income from the recreation field this year. The only other income expected is rent, which will give 98.3% of budgeted income.

In Summary

Whilst individual budgets are likely to be over or under spent the overall budget is in good shape despite loss of income resulting from the pandemic.

Furthermore, the new budget should provide a solid foundation on which to base the computerised Alpha Accounting system used by the Council.

Lydiard Millicent Parish Council -Budget Tracking
3rd Quarter 2020/21

Expenditure	end March 20	Budget 2020-2021	end Dec 20	under/over spend	Budget 2021-2022	Notes
Election Fees	0	50	0	50	0	
Neighbourhood Plan	9328	50	0	50	0	
Salary	12098	18000	14058	3942	20000	1
Administration	2350	4500	1581	2919	4500	2
Insurance/Audit/ICO	2497	2750	1091	1659	2750	3
Training/Publications	3050	3800	811	2989	3000	4
Grants	156	300	0	300	100	
Cemetery / Open Spaces	3664	5000	967	4033	4000	5
Recreation Field & JCH	11423	19500	2874	16626	19500	6
Jubilee Club House		0	7663	-7663		6
Football	2122	0	240	-240		6
Cricket	2057	0	1941	-1941		6
Play Areas	16052	1500	4591	-3091	2000	7
Highways & Footpaths	11003	11000	12176	-1176	11000	8
Lydiard Plain		350	0	350	350	9
Professional Fees	1570	3000	3422	-422	3000	10
Lydiard Millicent Field	0	1000	0	1000	500	11
Loan Repayments	0	0	0	0	0	
Chairmans Allowance	26	250	25	225	100	12
	77396	71050	51440	19610	70800	

Income	end March 20	Budget 2020-2021	end Dec 20	under/over income	Budget 2021- 2022	Notes
Precept	52800	54800	54800	0	55540	
CIL Money	0	0	0	0	0	A
Burials	3000	2600	1825	-775	3000	B
Hire of Rec' Field	5199	5000	0	-5000	1000	C
Hire of JCH	1538	600	28	-572	0	
Football			1475	1475		D
Cricket			505	505		D
Rents	1000	1000	0	-1000	1000	E
Grants	13120	0	3290	3290	0	
Interest	142	150	142	-8	0	
Other	2367	0	0	0	0	
	79166	64150	62065	-2085	60540	

General Reserves					
Movements	1770	-6900			-10260

Budget Tracking 3rd Quarter - Notes

1. *Salary:* Amount shown as spent is April to November; Dec/Jan/Feb have just been paid (£4,444) so do not yet appear. Additional amounts will be needed to pay HMRC plus March salaries.
 2. *Administration:* Although underspent, it is anticipated to purchase a replacement printer/scanner and to upgrade office computer.
 3. *Insurance:* There will be payments to Internal and External Auditors to make within this financial year.
 4. *Training:* LMPC had previously (2018/19 & 2019/20) contributed 50% towards the Certificate in Higher Education (Community Governance) course fees; a recognised qualification in parish council legislation. There was no assumption that contributions towards level 5&6 would be made.
 5. *Cemetery:* This figure looks artificially low, due to historic coding to other headings.
 6. *Recreation Field & Jubilee Club House:* Historically this heading has been a global amount. Some areas are being separated out now to building, football and cricket expenditure. From next year analysis of assets will be easier.
 7. *Play Area:* There has been Bark Chippings purchased this year – currently still not up to industry suggested levels.
 8. *Highways:* Contributions to Wiltshire Council, Noticeboards, parish signage, Speed Indicator Devices.
 9. *Lydiard Plain:* Rent.
 10. *Professional Fees:* Includes solicitors, planning consultants, surveyors etc.
 11. *Lydiard Millicent Field:* Originally purchased for a car park, policy then changed to look at wider use for the field (but may include car park)
 12. *Chairman's Allowance:* This is intended for purchase of “incidentals” poppy wreath, flowers on 100th birthdays, etc. Only paid for wreaths in recent years.
- A. *CIL Money:* Community Infrastructure Levy must be used for specific purposes, and is time restricted.
- B. *Burials:* To gain a more precise picture this will be itemised as three headings – Grants of Right, Interments, Memorials.
- C. *Hire of Recreation Field:* Historically not broken down, so difficult to identify trends. From next year this will be split into several headings.
- D. *Football/Cricket:* Historically not split so no meaningful trends.
- E. *Rents:* Lydiard Plain