

APPENDIX FOR 9.3.20 **Marden Parish Council Receipts and payments against Budget 2019-20**

Payments	2018-19 Budget 1/4/18	2018-2019 Actual receipts & payments	2019-20 Budget 1/4/19	2019-20 Budget 9/3/2020	2019-20 Actual receipts & payments	Variance 2019-20 budget to actual	% Variance 2019-20 budget to actual	Notes for 2019-20	Estimated actual 2019-20	2020-21 Draft Budget	% change from 2019-20	Notes for 2020-21 budget
<b>STAFF AND CLLRs</b>												
Clerks salary	£7,871.00	£7,683.72	£8,671.00	£8,671.00	£8,470.52					£8,840.00	2%	2% national increase
Basic hrs												
CF	£1,074.00	£842.07	£974.00	£974.00	£719.76					£1,000.00	3%	Extra project hrs
FR					£794.23					£255.00	100%	FR hrs split from main CF hrs
GDPR/Legal/Other		£1,653.26			£141.58					£0.00		
NDP					£0.00					£615.00	100%	Extra NDP hrs
Clerks total salary	£8,945.00	£10,179.05	£9,645.00	£10,400.00	£10,256.97	£143.03	98.6%	4 of 4 paid	£10,000.00	£10,710.00	11%	As above
Clerks expenses	£1,400.00	£1,249.64	£1,400.00	£1,495.00	£1,493.60	£1.40	99.9%	4 of 4 paid	£1,400.00	£1,700.00	21%	Increased for NDP mtgs
Cllrs training	£450.00	£100.00	£450.00	£450.00	£355.40	£94.60	79.0%	To be arranged	£450.00	£250.00	-44%	All Cllrs trained in 2019, 2020 only 1x new Cllr training+evening sessions
<b>ADMINISTRATION AND MANAGEMENT</b>												
Insurance	£614.50	£543.38	£615.00	£615.00	£552.04	£62.96	89.8%	No further payments due	£552.00	£600.00	-2%	
Subscriptions	£750.00	£772.40	£750.00	£805.00	£804.70	£0.30	100.0%	Paid	£750.00	£800.00	7%	Increase expected
Room hire - PC, NDP, CF, FR	£250.00	£212.50	£200.00	£745.00	£558.75	£186.25	75.0%		£500.00	£500.00	150%	Extra NDP mtgs
Website and communication	£400.00	£150.00	£1,700.00	£1,700.00	£1,169.77	£530.23	68.8%	No website redo	£1,400.00	£1,000.00	-41%	
Stationery & postage	£240.00	£316.70	£240.00	£340.00	£268.05	£71.95	78.8%		£300.00	£300.00	25%	
Elections	£1,500.00	£0.00	£5,000.00	£4,850.00	£0.00	£4,850.00	0.0%	Not yet invoiced	£3,500.00			
Audit fees	£250.00	£550.00	£700.00	£700.00	£500.00	£200.00	71.4%	2 of 3 paid	£700.00	£700.00	0%	
<b>MAINTENANCE AND PROW</b>												
Lengthsman	£5,140.00	£3,856.50	£6,710.00	£6,710.00	£3,834.00	£2,876.00	57.1%	10 of 12 mths paid	£6,710.00	£4,450.00	-34%	No kerb clearing or pothole filling
PROW	£1,852.50	£2,429.50	£1,800.00	£1,800.00	£240.00	£1,560.00	13.3%	10 of 12 mths paid	£1,800.00	£3,660.00	103%	Strim circular footpath + 3 gates
Parish enhancement	£200.00	£163.00	£200.00	£200.00	£130.38	£69.62	65.2%	Ongoing	£200.00	£1,000.00	400%	Planters, xmas tree etc
<b>PARISH SERVICES</b>												
Parish Freight	£1,300.00	£1,616.00	£1,500.00	£1,500.00	£828.00	£672.00	55.2%	Next yr not yet arranged	£1,650.00	£1,700.00	13%	2 freighters
News & Views support	£250.00	£117.00	£250.00	£250.00	£116.00	£134.00	46.4%	Ongoing	£200.00	£2,500.00	900%	£2,500 for external print of N&V
<b>GRANTS AND RESERVES</b>												
Small grants	£1,500.00	£1,598.50	£1,500.00	£1,500.00	£556.99	£943.01	37.1%	Main donations not made	£600.00	£600.00	-60%	Split from large grants for Trusts
Support - MVT/MRGT										£3,500.00	100%	£1k MRGT reserves, £500 MRGT support, £2k MVT support
<b>PROJECTS AND WORKING GROUPS</b>												
Traffic mgmt/SID room & exps	£373.00	£285.11	£250.00	£250.00	£0.00	£250.00	0.0%	No work/mtgs yet	£50.00	£100.00	-60%	
Fundraising Group (2018-19 CF & FR)	£1,600.00	£1,079.28	£1,000.00	£900.00	£475.30	£424.70	52.8%	9 of 12 mths paid	£1,000.00	£1,300.00	30%	Extra events for community
Facilities project	£13,500.00	£0.00	£13,500.00	£13,200.00	£11,462.85	£1,737.15	86.8%		£14,000.00	£14,000.00	4%	CF group work split from FR for 2020-21
NDP										£1,500.00	100%	Review needed
<b>VAT AND CONTINGENCY</b>												
VAT		£2,574.75			£3,526.21	£-3,526.21			£4,500.00			
Contingency	£7,000.00	£1,309.64	£7,000.00	£6,000.00	£866.00	£5,134.00	14.4%	9 of 12 mths paid	£700.00	£4,540.00	-35%	
<b>LEGAL FEES</b>												
Judicial Review costs				£26,250.00	£26,250.00		100.0%					
<b>PREVIOUS EXPENSES</b>												
Old Churchyard	£1,150.00	£1,150.00	£0.00	£0.00								
Village clock storage	£170.00	£78.00										
Green sacks		£760.00										
GDPR expenses		£1,663.07										
Marden Recreation Ground Trust		£36,228.88										
	£48,835.00	£68,982.40	£54,410.00	£80,660.00	£64,245.01	£16,414.99	79.6%		£50,962.00	£55,410.00	2%	
<b>Receipts</b>												
Lengthsman + P3 from HC	£1,425.00	£0.00	£0.00	£0.00	£465.00	£465.00		Paid in arrears from 2018-19	£465.00			
<b>Precept</b>	£46,000.00	£46,000.00	£51,500.00	£51,500.00	£51,500.00	£0.00	100.0%	Received in full	£51,500.00	£51,500.00	0%	
<b>VAT reclaim</b>		£2,490.81			£2,574.75	£2,574.75		Reclaim from 2018-19	£2,575.00			
Green sacks		£1,293.62								£1,000.00	100%	New income, advertising in N&V
Sundry		£568.27			£250.00							2019-20 £100 compensation from bank for mismanagement
S106 reserves + donations		£0.00										
<b>Donations for CF</b>		£2,023.16			£1,835.96	£1,835.96		As donated, no budget	£1,500.00			
<b>Solar farm</b>	£2,910.00	£3,637.50	£2,910.00	£2,910.00	£2,182.50	£727.50	-75.0%	Due as quarterly payments	£2,182.00	£2,910.00	0%	
Sutton St Nicholas PC for SID		£185.98										
Interest on deposit account		£41.38										
From deposit a/c for MRGT		£36,220.94										
From reserves for Judicial Review costs				£26,250.00	£26,250.00							
	£50,335.00	£92,461.66	£54,410.00	£80,660.00	£85,058.21	£4,398.21	-2.7%		£58,222.00	£55,410.00	2%	

NB: Receipts & payments made at current meeting included

**Marden Parish Council Receipts and payments  
against Budget 2019-20**

**BANK RECONCILIATION**

Balance per bank statement at 3 March 2020	
Current account	£60,544.24
Includes committed reserves:	
£27,000 for loan repayment & CF project	
£6,659.15 for CF	
£5,134 contingency (includes cover for VAT)	<u>£60,544.24</u>
Less: unrepresented cheques at 3 March 2020	
C/N 1283	-£200.00
C/N 1517	-£15.00
C/N	<u>-£215.00</u>
Net balances as at 3 March 2020	<u>£60,329.24</u>
<b>Cash Book</b>	
Opening balance at 1 April 2019	£63,062.48
Add: receipts in the year	£59,298.51
Less: payments in the year	<u>-£62,031.55</u>
Closing balance per cash book at 3 March 2020	<u>£60,329.44</u>

**Uncommitted reserves at 3 March approx. £17,400**

**ANALYSIS OF CLERK'S SALARY**

	Budget	Current mth	Running total
<u>Basic hrs Salary</u>	£8,671.00		
April @ 1.967/qtr			
July,Oct,Dec @ 2,167.62/qtr			£8,470.52
<u>CF hrs (main)</u>	£974.00		
April @ 11.643/hr			
July,Oct,Dec @ 11.91/hr			£719.75 Extra event hrs
<u>Fundraising Group hrs</u>			
April @ 11.643/hr			
July,Oct,Dec @ 11.91/hr			£794.23 Extra hrs due to unavailability of FR Chair for June event
<u>Legal hrs</u>			
April @ 11.643/hr			
July,Oct,Dec @ 11.91/hr			£141.58 Not allowed for in budget
<u>Employers' NI</u>			£130.89
TOTAL	£9,645.00		£10,256.97 <b>Refund of £150 from bank for salary &amp; expenses related to mismanagement by bank</b>

**ANALYSIS OF EXPENDITURE BY COMMUNITY FACILITIES WORKING GROUP**

	Payments budget					
	2016-17 actual	2017-18 actual	2018-19 budget	2018-19 actual	2019-20 budget	2019-20 actual
			£1,600.00		£1,000.00	
<b>FUNDRAISING GROUP</b>						
Voucher for FR event		£25.00				
Printing		£67.06		£14.99		£5.50
Room hire		£211.50		£172.50		£52.50
Office supplies		£23.95		£9.99		£5.50
Refreshments mtgs/events		£22.19		£96.59		£32.57
Event banners		£200.00		£598.00		
Marquee hire/purchase				£25.00		£25.00
First Aid cover				£115.00		£120.00
Raffle/event prizes & items				£47.21		£286.73
<b>MAIN CF GROUP</b>						
Room hire						£180.00
Event stands						£167.00
Refreshments event						£14.60
Total non-salary expenses	£598.15	£549.70		£1,079.28		£889.40
			<b>Salary budget</b>			
	£1,845.00	£1,335.00	£1,582.90	£842.07	£974.00	
Clerk's salary - Fundraising Group						£794.23
Clerk's mileage - Fundraising Group						£141.08
Clerk's salary - Main CF Group						£719.76
Clerk's mileage - Main CF Group		£290.25		£200.70		£115.65
<b>TOTAL BUDGET FOR YEAR</b>			£3,182.90		£1,974.00	
<b>TOTAL PAYMENTS FOR YEAR</b>	£2,443.15	£2,174.95		£2,122.05		£2,660.12