

APPENDIX FOR 10.2.20 **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 13/1/2020 | 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 |
|---|-----------------------|--------------------------------------|-----------------------|--------------------------|------------------------------------|-----------------------------------|-------------------------------------|------------------------------|--------------------------|----------------------|-----------------------|--|
| STAFF AND CLLRS | | | | | | | | | | | | |
| Clerks salary | £7,871.00 | £7,683.72 | £8,671.00 | £8,671.00 | £8,470.52 | | | | | £8,840.00 | 2% | 2% national increase |
| CF | £1,074.00 | £842.07 | £974.00 | £974.00 | £719.76 | | | | | £1,000.00 | 3% | Extra project hrs |
| FR | | | £0.00 | | £794.23 | | | | | £255.00 | 100% | FR hrs split from main CF hrs |
| GDPR/Legal/Other | | £1,653.26 | £0.00 | | £141.58 | | | | | £0.00 | | |
| NDP | | | £0.00 | £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 | £1,400.00 | £1,399.68 | £0.32 | 100.0% | 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 |
| ADMINISTRATION AND MANAGEMENT | | | | | | | | | | | | |
| 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 | £750.00 | £40.00 | £710.00 | 5.3% | Due later in yr | £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 | £952.77 | £747.23 | 56.0% | 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 | £5,000.00 | £0.00 | £5,000.00 | 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% | |
| MAINTENANCE AND PROW | | | | | | | | | | | | |
| Lengthsman | £5,140.00 | £3,856.00 | £6,710.00 | £6,710.00 | £3,744.00 | £2,966.00 | 55.8% | 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 |
| PARISH SERVICES | | | | | | | | | | | | |
| Parish Freighter | £1,300.00 | £1,616.00 | £1,500.00 | £1,500.00 | £0.00 | £1,500.00 | 0.0% | 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 |
| GRANTS AND RESERVES | | | | | | | | | | | | |
| Small grants | £1,500.00 | £1,598.50 | £1,500.00 | £1,500.00 | £506.99 | £993.01 | 33.8% | 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 |
| PROJECTS AND WORKING GROUPS | | | | | | | | | | | | |
| 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 |
| VAT AND CONTINGENCY | | | | | | | | | | | | |
| VAT | | £2,574.75 | | | £3,355.27 | £-3,355.27 | | | £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% | |
| LEGAL FEES | | | | | | | | | | | | |
| Judicial Review costs | | | | £26,250.00 | £26,250.00 | | 100.0% | | | | | |
| PREVIOUS EXPENSES | | | | | | | | | | | | |
| 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 | £62,030.45 | £18,629.55 | 76.9% | | £50,962.00 | £55,410.00 | 2% | |
| Receipts | | | | | | | | | | | | |
| 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 | | | |
| Precept | £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% | |
| VAT reclaim | | £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 | | | | | | | | | | |
| Donations for CF | | £2,023.16 | | | £1,574.96 | £1,574.96 | | As donated, no budget | £1,500.00 | | | |
| Solar farm | £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 | £84,797.21 | £4,137.21 | -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 February 2020 | |
| Current account | £60,055.34 |
| Includes committed reserves: | |
| £27,000 for loan repayment & CF project | |
| £5,908.05 for CF | |
| £5,134 contingency (includes cover for VAT) | <u>£60,055.34</u> |
| Less: unpresented cheques at 6 January 2020 | |
| C/N 1283 | -£200.00 |
| C/N 1515 | -£28.63 |
| C/N | <u>-£228.63</u> |
| Net balances as at 6 January 2020 | <u>£59,826.71</u> |
| Cash Book | |
| Opening balance at 1 April 2019 | £63,062.48 |
| Add: receipts in the year | £58,547.21 |
| Less: payments in the year | <u>-£61,782.98</u> |
| Closing balance per cash book at 6 January 2020 | <u>£59,826.71</u> |

Uncommitted reserves at 3 February approx. £13,900

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 | | £2,167.62 | £8,470.52 |
| <u>CF hrs (main)</u> | £974.00 | | |
| April @ 11.643/hr | | | |
| July,Oct,Dec @ 11.91/hr | | £440.67 | £719.75 Extra event hrs |
| <u>Fundraising Group hrs</u> | | | |
| April @ 11.643/hr | | | |
| July,Oct,Dec @ 11.91/hr | | £95.28 | £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 Refund of £150 from bank for salary & expenses related to mismanagement by bank |

ANALYSIS OF EXPENDITURE BY COMMUNITY FACILITIES WORKING GROUP

| | Payments budget | | | |
|-------------------------------------|------------------------|----------------|----------------------|----------------|
| | 2016-17 actual | 2017-18 actual | 2018-19 budget | 2018-19 actual |
| | | | £1,600.00 | £1,000.00 |
| FUNDRAISING GROUP | | | | |
| 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 |
| MAIN CF GROUP | | | | |
| 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 |
| | | | Salary budget | |
| | £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 |
| TOTAL BUDGET FOR YEAR | | | £3,182.90 | £1,974.00 |
| TOTAL PAYMENTS FOR YEAR | £2,443.15 | £2,174.95 | £2,122.05 | £2,660.12 |