

APPENDIX FOR 13.1.20 **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	Basic hrs £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	£543.75	£201.25	73.0%		£500.00	£500.00	150%	Extra NDP mtgs
Website and communication	£400.00	£150.00	£1,700.00	£1,700.00	£749.77	£950.23	44.1%	No website redo	£1,400.00	£1,000.00	-41%	
Stationery & postage	£240.00	£316.70	£240.00	£340.00	£248.07	£91.93	73.0%		£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%	9 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%	9 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	£469.80	£430.20	52.2%	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			£3,350.18	£-3,350.18			£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	£61,781.88	£18,878.12	76.6%		£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										
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	£84,547.21	£3,887.21	-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 6 January 2020	
Current account	£65,733.70
Includes committed reserves:	
£27,000 for loan repayment & CF project	
£5,908.05 for CF	
£6,478 contingency (includes cover for VAT)	<u>£65,733.70</u>
Less: unrepresented cheques at 6 January 2020	
C/N 1283	-£200.00
C/N	
C/N	<u>-£200.00</u>
Net balances as at 6 January 2020	<u>£65,533.70</u>
Cash Book	
Opening balance at 1 April 2019	£63,062.48
Add: receipts in the year	£58,347.21
Less: payments in the year	<u>-£55,875.99</u>
Closing balance per cash book at 6 January 2020	<u>£65,533.70</u>

Uncommitted reserves at 6 January approx. £11,400

ANALYSIS OF CLERK'S SALARY

	Budget	Current mth	Running total
<u>Basic hrs Salary</u>	£8,671.00		
April @ 1.967/qr			
July,Oct,Dec @ 2,167.62/qr		£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	£719.76
<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
TOTAL	£9,645.00		£10,126.09

ANALYSIS OF EXPENDITURE BY COMMUNITY FACILITIES WORKING GROUP

	Payments budget				
	2016-17 actual	2017-18 actual	2018-19 budge	2018-19 actual	2019-20 actual
			£1,600.00		£1,000.00
FUNDRAISING GROUP					
Voucher for FR event		£25.00			
Printing		£67.06	£14.99		
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					£165.00
Event stands					£167.00
Refreshments event					£14.60
Total non-salary expenses	£598.15	£549.70		£1,079.28	£868.90
			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	£2,639.62