

MARDEN PARISH COUNCIL ACCOUNTS 2020-21

2020/51

APPENDIX for 9.11.20											
Payments	2019-20 Actual receipts & payments	2020-21 Budget at 1.4.20	Virements	2020-21 Budget at 26.5.20	2020-21 Actual receipts & payments	% Variance 2020-21 budget to actual	Notes for 2020-21	Estimated actual 2020-21	2021-22 Draft Budget	% change from 2020-21	Notes for 2021-22 budget
<b>STAFF AND CLLRS</b>											
Clerks total salary - incl. Employers' NI	£10,256.97	£10,710.00		£10,710.00	£7,595.79	70.9%	3 of 4 paid	£10,710.00	£11,120.00	104%	
Clerks expenses	£1,493.60	£1,700.00		£1,700.00	£451.69	26.6%	3of 4 paid	£800.00	£1,700.00	100%	
Cllrs training	£355.40	£250.00		£250.00	£0.00	0.0%	To be arranged	£0.00	£400.00	160%	
<b>ADMINISTRATION AND MANAGEMENT</b>											
Insurance	£552.04	£600.00		£600.00	£546.01	91.0%	Complete	£547.00	£600.00	100%	
Subscriptions	£804.70	£800.00		£800.00	£65.00	8.1%	Ongoing	£800.00	£810.00	101%	
Room hire - PC, NDP, CF, FR	£558.75	£500.00		£500.00	£0.00	0.0%	Ongoing	£100.00	£500.00	100%	Zoom licence & rm hire
Website and communication	£1,169.77	£1,000.00		£1,071.94	£599.56	55.9%	Ongoing	£1,887.00	£1,000.00	93%	
Stationery & postage	£268.05	£300.00		£300.00	£90.75	30.3%	8 of 12 paid	£100.00	£300.00	100%	
Elections	£0.00		£110.00	£110.00	£109.52	99.6%	From 2019-20	£110.00		0%	
Audit fees	£500.00	£700.00		£700.00	£399.00	57.0%	Ongoing	£500.00	£500.00	71%	
<b>MAINTENANCE AND PROW</b>											
Lengthsman	£3,834.00	£4,450.00		£4,450.00	£2,395.00	53.8%	8 of 12 mths paid	£2,500.00	£3,910.00	88%	
PROW	£240.00	£3,660.00		£3,660.00	£1,230.34	33.6%	8 of 12 mths paid	£650.00	£2,970.00	81%	
Parish enhancement	£996.38	£1,000.00		£1,000.00	£641.92	64.2%	Ongoing	£400.00	£1,000.00	100%	
<b>PARISH SERVICES</b>											
Parish Freighter	£828.00	£1,700.00		£1,700.00	£0.00	0.0%	Next yr not yet arranged	£0.00	£850.00	50%	
News & Views support	£116.00	£2,500.00		£2,500.00	£811.00	32.4%	Ongoing	£1,500.00	£2,300.00	92%	
<b>GRANTS AND RESERVES</b>											
Small grants	£556.99	£600.00		£600.00	£146.74	24.5%	Ongoing	£250.00	£600.00	100%	
Support - MVT/MRGT		£3,500.00		£3,500.00		0.0%	Ongoing	£0.00	£0.00	0%	
Old Churchyard			£1,150.00	£1,150.00	£1,150.00	100.0%		£1,150.00	£1,150.00	100%	
<b>PROJECTS AND WORKING GROUPS</b>											
Traffic mgmt/SID room & exps	£0.00	£100.00		£100.00	£80.00	80.0%	Ongoing	£100.00		0%	Combine with Facilities
Fundraising Group	£475.30	£1,300.00		£1,300.00	£970.02	74.6%	8 of 12 mths paid	£700.00	£500.00	38%	Assume small no. of events
Facilities project	£17,821.85	£14,000.00		£14,000.00	£5,480.00	39.1%	8 of 12 mths paid	£14,000.00	£48,200.00	344%	
NDP		£1,500.00		£10,900.00	£10,484.25	96.2%	Ongoing	£10,900.00	£1,000.00	9%	
Environment & Sustainability				£0.00					£1,000.00		
Covid Volunteer Group				£500.00	£464.03	92.8%	Ongoing	£500.00		0%	
<b>VAT AND CONTINGENCY</b>											
VAT	£4,147.31				£4,122.63			£4,081.00			
Contingency	£0.00	£4,540.00	£1,260.00	£3,280.00	£0.00	0.0%		£0.00	£2,000.00	61%	
<b>PREVIOUS EXPENSES</b>											
Judicial Review costs	£26,250.00										
	£71,225.11	£55,410.00		£65,381.94	£37,833.25	68.3%		£52,285.00	£82,410.00	126%	
<b>Receipts</b>											
Lengthsman + P3 from HC	£465.00				£0.00						
<b>Precept</b>	£51,500.00	£51,500.00		£51,500.00	£51,500.00	100.0%	Received in full	£51,500.00	£51,500.00		
<b>VAT reclaim</b>	£2,574.75				£4,147.31		Reclaim from 2019-20	£4,147.31			
<b>Advertising in News &amp; Views</b>		£1,000.00		£1,000.00	£1,326.00	132.6%	As received	£1,326.00	£1,000.00		
<b>Sundry</b>	£450.00				£0.00		As received				
<b>Refund of planning fee</b>					£1,642.00		As refunded	£1,642.00			
<b>Donations for CF</b>	£1,835.96				£0.00		As donated, no budget				
<b>Solar farm</b>	£2,910.00	£2,910.00		£2,910.00	£1,455.00	50.0%	Due as quarterly payments	£2,910.00	£2,910.00		
<b>Grants for Covid work</b>					£500.00		As donated	£500.00			
<b>Keep Connected Grant</b>					£71.94		Paid in arrears when claimed	£71.74			
<b>Groundwork NDP Grant</b>					£9,400.00			£9,400.00			
From reserves for Judicial Review costs	£26,250.00								£27,000.00		From reserves for Facilities project
	£85,985.71	£55,410.00		£65,381.94	£70,042.05	126.4%		£71,497.05	£82,410.00		
NB: Receipts & payments made at current meeting included											

<b>BANK RECONCILIATION</b>				
Balance per bank statement at 3 November 2020				
Current account	£89,089.71			
		£89,089.71		
Less: unpresented cheques at 3 November 2020				
C/N 1524	-£828.00			
C/N				
C/N		-£828.00		
Net balances as at 3 November 2020		£88,261.71		
<b>Cash Book</b>				
Opening balance at 1 April 2020	£52,063.18			
Add: receipts in the year	£70,042.05			
Less: payments in the year	-£33,843.52			
Closing balance per cash book at 3 November 2020		£88,261.71		
<b>RESERVES ANALYSIS</b>				
	<b>2019-20</b>	<b>Predicted</b>	<b>Inc/(dec)</b>	<b>2020-21</b>
		<b>year end</b>	<b>at year end</b>	
Cash book balance at 31 March for new financial year 1 April	£52,063.18	£71,265.23		
<b>Committed reserves</b>				
Community facilities - Building	£27,000.00	£40,212.00		
Community facilities - Village green	£5,000.00	£10,000.00		
Community facilities - Fundraising	£6,659.15	£6,659.15		
Notice board replacement	£2,000.00	£2,000.00		
Marden Recreation Ground Trust		£1,000.00		
<b>Uncommitted reserves</b>				
General reserve	£11,404.03	£10,000.00		
	£52,063.18	£71,265.23	£0.00	

<b>ANALYSIS OF CLERK'S SALARY</b>					
	Budget	Current mth	Running total	Notes	
Basic hrs Salary	£8,840.00				
April @ 2,167.62/qtr					
July,Oct,Dec @ 2,227.68/qtr			£6,562.92		
CF hrs (main)	£1,000.00				
April @ 11.91/hr					
July,Oct,Dec @ 12.24/hr			£244.98		
Fundraising Group hrs	£255.00				
April @ 11.91/hr			£125.05		
July,Oct,Dec @ 12.24/hr					
NDP hrs					
April @ 11.91/hr	£615.00		£482.49		
July,Oct,Dec @ 12.24/hr					
Backpay			£61.59		
Employers' NI			£118.76		
TOTAL	£10,710.00		£7,595.79		
		Current mth mileage	Cost		
Basic hrs mileage - at 45p/mile			£251.32		
NDP mileage			£8.55		
TOTAL			£259.87		
<b>ANALYSIS OF EXPENDITURE BY WORKING GROUPS</b>					
	<b>Payments budget</b>				
	2019-20 budget	2019-20 actual	2020-21 budget	2020-21 actual	Within Room hire budget
					19-20
					20-21
<b>FUNDRAISING GROUP</b>					
	£900.00		£1,300.00		
Voucher for FR event					
Printing		£5.50			
Room hire					£52.50
Office supplies		£5.50			
Refreshments mtgs/events		£32.57		£55.02	
Event banners					
Marquee hire/purchase		£25.00			
First Aid cover		£120.00			
Raffle/event prizes & items		£286.73			
<b>Total non-salary expenses</b>		£475.30			
<b>MAIN CF GROUP</b>					
	£17,822.00		£14,000.00		
Room hire					£180.00
Event stands		£167.00			
Refreshments event		£14.60			
Stationery		£31.25			
Architects and planning fees		£17,609.00		£5,480.00	
<b>Total non-salary expenses</b>		£18,297.15		£5,535.02	
	£974.00				
<b>Salary budget</b>					
Clerk's salary - Fundraising Group		£794.23	£255.00	£125.05	
Clerk's mileage - Fundraising Group		£141.08		£46.57	
Clerk's salary - Main CF Group		£719.76	£1,000.00	£244.98	
Clerk's mileage - Main CF Group		£115.65		£42.75	
TOTAL BUDGET FOR YEAR	£19,696.00		£16,555.00		
TOTAL PAYMENTS FOR YEAR		£38,840.32		£5,994.37	
<b>Payments budget</b>					
			2020-21 budget	2020-21 actual	Within Room hire budget
					20-21
<b>NEIGHBOURHOOD DEVELOPMENT PLAN GROUP</b>					
			£1,500.00		
Room hire					
Refreshments mtgs/events					
Office supplies/printing				£1,084.25	
Total non-salary expenses				£1,084.25	
<b>Salary budget</b>					
Clerk's salary - NDP Group			£615.00	£482.49	
Clerk's mileage - NDP Group				£8.55	
TOTAL BUDGET FOR YEAR			£2,115.00		
TOTAL PAYMENTS FOR YEAR				£2,659.54	