

MARDEN PARISH COUNCIL ACCOUNTS 2020-21

2021/5

APPENDIX for 11.1.21											
Payments	2019-20 Actual receipts & payments	2020-21 Budget at 1.4.20	Virements	2020-21 Budget at 11.1.21	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	£10,085.14	94.2%	4 of 4 paid	£10,186.00	£11,120.00	104%	
Clerks expenses	£1,493.60	£1,700.00		£1,700.00	£528.64	31.1%	4 of 4 paid	£529.00	£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	£38.37	7.7%	Ongoing	£36.00	£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	£95.35	31.8%	10 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	£400.00	£500.00	71%	
<b>MAINTENANCE AND PROW</b>											
Lengthsman, Maintenance	£3,834.00	£4,450.00		£4,450.00	£2,115.84	47.5%	10 of 12 mths paid	£3,916.00	£3,910.00	88%	
Drainage Grant work				£12,540.00	£1,640.00	13.1%	Ongoing	£12,540.00			
PROW	£240.00	£3,660.00		£3,660.00	£1,230.34	33.6%	10 of 12 mths paid	£3,660.00	£2,970.00	81%	
Parish enhancement	£996.38	£1,000.00		£1,000.00	£701.85	70.2%	Ongoing	£750.00	£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	£840.00	£850.00	50%	
News & Views support	£116.00	£2,500.00		£2,500.00	£1,028.00	41.1%	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	£460.02	35.4%	10 of 12 mths paid	£490.00	£500.00	38%	Assume small no. of events
Facilities project	£17,821.85	£14,000.00		£14,000.00	£6,590.00	47.1%	10 of 12 mths paid	£9,010.00	£48,200.00	344%	
NDP		£1,500.00		£15,523.00	£10,650.25	68.6%	Ongoing	£15,523.00	£1,000.00	6%	
Environment & Sustainability				£0.00					£1,000.00		
Covid Volunteer Group				£2,000.00	£464.03	23.2%	Ongoing	£2,000.00		0%	
<b>VAT AND CONTINGENCY</b>											
VAT	£4,147.31				£4,521.79			£5,000.00			
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		£84,044.94	£43,245.45	78.0%		£71,324.00	£82,410.00	98%	
<b>Receipts</b>											
Lengthsman + P3 from HC/Drainage grant 2019-20	£465.00			£12,540.00	£0.00	0.0%	Not yet claimed	£12,540.00			
<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				£465.00		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	£2,182.50	75.0%	Due as quarterly payments	£2,910.00	£2,910.00		
<b>Grants for Covid work</b>				£2,000.00	£2,000.00		As donated	£2,000.00			
<b>Keep Connected Grant</b>				£71.94	£71.74		Complete	£71.74			
<b>Groundwork NDP Grant</b>				£14,023.00	£14,023.00		Complete	£14,023.00			
From reserves for Judicial Review costs	£26,250.00								£27,000.00		From reserves for Facilities project
	£85,985.71	£55,410.00		£84,044.94	£77,357.55	139.6%		£90,160.05	£82,410.00		
NB: Receipts & payments made at current meeting included											

<b>BANK RECONCILIATION</b>				
Balance per bank statement at 3 January 2021				
Current account	£89,762.28			
		£89,762.28		
Less: unrepresented cheques at 3 January 2021				
C/N				
Net balances as at 3 November 2020		£89,762.28		
<b>Cash Book</b>				
Opening balance at 1 April 2020	£52,063.18			
Add: receipts in the year	£77,357.55			
Less: payments in the year	-£40,486.45			
Add: write-off C/N 1524 from 2019-20	£828.00			
Closing balance per cash book at 3 January 2021		£89,762.28		
<b>RESERVES ANALYSIS</b>				
	<b>2019-20</b>	<b>Predicted year end</b>	<b>Inc(dec) at year end</b>	<b>2020-21</b>
Cash book balance at 31 March for new financial year 1 April	£52,063.18	£71,324.00		
<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	£11,452.85		
	£52,063.18	£71,324.00	£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		£2,227.68	£8,790.60	
CF hrs (main)	£1,000.00			
April @ 11.91/hr				
July,Oct,Dec @ 12.24/hr		£30.60	£275.58	
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			
July,Oct,Dec @ 12.24/hr		£153.00	£635.49	
Backpay			£61.05	
Employers' NI		£78.61	£197.37	
TOTAL	£10,710.00		£10,085.14	
	Current mth mileage	Cost		
Basic hrs mileage - at 45p/mile	124	£55.80	£307.12	
NDP mileage	19	£8.55	£17.10	
CFG Mileage	0	£0.00	£42.75	
FR mileage	28	£12.60	£59.17	
TOTAL			£426.14	
<b>ANALYSIS OF EXPENDITURE BY WORKING GROUPS</b>				
	2019-20 budget	2019-20 actual	<b>Payments budget</b>	
			2020-21 budget	2020-21 actual
				Within Room hire budget
				19-20 20-21
<b>FUNDRAISING GROUP</b>				
Voucher for FR event	£900.00		£1,300.00	
Printing		£5.50		
Room hire				£52.50
Office supplies		£5.50		
Refreshments mtgs/events		£32.57		£55.02
Event banners				£30.00
Marquee hire/purchase		£25.00		
First Aid cover		£120.00		
Raffle/event prizes & items		£286.73		£375.00
<b>Total non-salary expenses</b>		£475.30		£460.02
<b>MAIN CF GROUP</b>				
Room hire	£17,822.00		£14,000.00	£180.00
Event stands		£167.00		
Refreshments event		£14.60		
Stationery		£31.25		
Architects and planning fees		£17,609.00		£6,590.00
<b>Total non-salary expenses</b>		£18,297.15		£6,590.00
	£974.00		<b>Salary budget</b>	
Clerk's salary - Fundraising Group		£794.23	£255.00	£125.05
Clerk's mileage - Fundraising Group		£141.08		£59.17
Clerk's salary - Main CF Group		£719.76	£1,000.00	£275.58
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		£7,552.57
			<b>Payments budget</b>	
			2020-21 budget	2020-21 actual
				Within Room hire budget
				20-21
<b>NEIGHBOURHOOD DEVELOPMENT PLAN GROUP</b>				
Room hire			£15,523.00	
Consultants' fees				£9,400.00
Refreshments mtgs/events				£1,250.25
Office supplies/printing				£10,650.25
<b>Total non-salary expenses</b>				£10,650.25
			<b>Salary budget</b>	
Clerk's salary - NDP Group		£615.00		£635.14
Clerk's mileage - NDP Group				£17.10
TOTAL BUDGET FOR YEAR			£16,138.00	
TOTAL PAYMENTS FOR YEAR				£12,552.74