

MARDEN PARISH COUNCIL ACCOUNTS 2020-21

2021/11

APPENDIX for 8.2.21											
Payments	2019-20 Actual receipts & payments	2020-21 Budget at 1.4.20	Virements	2020-21 Budget at 8.2.21	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	£2,200.00	£1,000.00	93%	
Stationery & postage	£268.05	£300.00		£300.00	£95.35	31.8%	11 of 12 paid	£122.00	£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%	Complete	£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%	11 of 12 mths paid	£2,500.00	£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%	11 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%	Unable to arrange for next yr	£0.00	£850.00	50%	
News & Views support	£116.00	£2,500.00		£2,500.00	£1,156.00	46.2%	Ongoing	£1,650.00	£2,300.00	92%	
<b>GRANTS AND RESERVES</b>											
Small grants	£556.99	£600.00		£600.00	£146.74	24.5%	Ongoing	£147.00	£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	£80.00		0%	Combine with Facilities
Fundraising Group	£475.30	£1,300.00		£1,300.00	£460.02	35.4%	11 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%	11 of 12 mths paid	£6,590.00	£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	£1,809.03	90.5%	Ongoing	£2,000.00		0%	
<b>VAT AND CONTINGENCY</b>											
VAT	£4,147.31				£4,790.79			£8,300.00			
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	£44,987.45	81.2%		£70,310.00	£82,410.00	98%	
<b>Receipts</b>											
Lengthsman + P3 from HC/Drainage grant 2020-21	£465.00			£12,540.00	£0.00	0.0%	Not yet claimed	£12,540.00			
<b>Precept</b>	<b>£51,500.00</b>	<b>£51,500.00</b>		<b>£51,500.00</b>	<b>£51,500.00</b>	<b>100.0%</b>	Received in full	<b>£51,500.00</b>	<b>£51,500.00</b>		
VAT reclaim	£2,574.75				£4,147.31		Reclaim from 2019-20	£4,147.31			
Advertising in News & Views		£1,000.00		£1,000.00	£1,326.00	132.6%	As received	£1,326.00	£1,000.00		
Sundry	£450.00				£465.00		As received				
Refund of planning fee					£1,642.00		As refunded	£1,642.00			
Donations for CF	£1,835.96				£0.00		As donated, no budget				
Solar farm	£2,910.00	£2,910.00		£2,910.00	£2,182.50	75.0%	Due as quarterly payments	£2,910.00	£2,910.00		
Grants for Covid work				£2,000.00	£2,000.00		As donated	£2,000.00			
Keep Connected Grant				£71.94	£71.74		Complete	£71.74			
Groundwork NDP Grant				£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		
<b>NB: Receipts &amp; payments made at current meeting included</b>											

<b>BANK RECONCILIATION</b>				
Balance per bank statement at 2 February 2021				
Current account	£85,389.28			
		£85,389.28		
Less: unrepresented cheques at 2 February 2021				
C/N				
Net balances as at 2 February 2021		£85,389.28		
<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	-£44,859.45			
Add: write-off C/N 1524 from 2019-20	£828.00			
Closing balance per cash book at 2 February 2021		£85,389.28		
<b>RESERVES ANALYSIS</b>				
	2019-20	Predicted year end	Inc/(dec) at year end	2020-21
Cash book balance at 31 March for new financial year 1 April	£52,063.18	£71,913.00		
<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	£12,041.85		
	£52,063.18	£71,913.00	£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			£8,790.60		
CF hrs (main)	£1,000.00				
April @ 11.91/hr					
July,Oct,Dec @ 12.24/hr			£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			£635.49		
Backpay			£61.05		
Employers' NI			£197.37		
TOTAL	£10,710.00		£10,085.14		
	Current mth mileage	Cost			
Basic hrs mileage - at 45p/mile			£307.12		
NDP mileage			£17.10		
CFG Mileage			£42.75		
FR mileage			£59.17		
TOTAL			£426.14		
<b>ANALYSIS OF EXPENDITURE BY WORKING GROUPS</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>					
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>					
<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	