



Budget report end Sept 2020

V1 12/10/20

1 Summary

All is pretty much as forecast but with some significant underspends, mainly due to activity being restricted by COVID-19.

Figures are given in the table below.

2 Key

Variance is the difference between budget and actual expenditure. In this column:

- For payments, +ve figures are underspends, -ve figures are overspends
- For receipts, +ve figures indicate more was received than expected, -ve, less.

The "Limits" column shows a figure where the variance is greater than £100 and greater than 15% of budget. The standard parish council accounting rules specify a limit of over £200 for the year, equivalent to £50/qtr.

3 Specifics

3.1 Allotments

The contractors have not submitted invoices since June. Costs are expected to be over budget, mainly because of maintenance of a plot belonging to a shielding person, and costs associated with an eviction.

3.2 Grants and donations, and Section 137 payments

These two figures should be combined: if a grant can be made under a specific power it will be under Grants and Donations; if not it must be under s.137. Accounting rules require s.137 payments to be totalled separately

Martin Whittaker

Clerk and RFO

Rooksdown Parish Council

Budget report from 1-Apr-2020 to 30-Sept-2020 (figures include VAT)

CURRENT PERIOD vs CURRENT BUDGET						FORECAST vs BUDGET				
Payments	Budget	Period Actual	Variance	Variance >15% >£100	Notes	Budget	Forecast	Variance	Variance >15% >£200	Notes
Other Payment										
Allotments	750	626	124	16%	No invoices received for 3mths	1,000	1,300	-300	-30%	Extra costs from eviction etc
Audit fees	200	240	-40			500	500	0		
Books	35	0	35			70	50	20		
Chairmans allowance	0	0	0			0	0	0		
Clerks exp (misc)	40	0	40			20	20	0		
Clerks exp (benefits)	40	126	-86			80	150	-70		
Councillor expenses	10	0	10			20	10	10		
Events	0	0	0			150	50	100		
General admin	150	174	-24			300	300	0		
Grants and Donations	1,000	0	1,000	100%	(see s.137 below)	2,000	0	2,000	100%	(see s.137 below)
Hall hire	300	0	300	100%	Online meetings	600	100	500	83%	Online meetings
Handyman	4,000	4,385	-385			8,000	8,000	0		
Insurance	650	656	-6			650	656	-6		
IT and support	240	34	206	86%		1,000	1,000	0		
Loans	0	0	0			0	0	0		
Miscellaneous Payments	0	0	0			0	0	0		
Misc expenditure	10	0	10			20	20	0		
Payroll	120	120	0			120	120	0		
Phone	30	36	-6			60	60	0		
Printing and publication	1,000	0	1,000	100%	No RReporter so far	2,000	1,000	1,000	50%	2 RReporters?
Professional fees	1,500	1,000	500	33%	Main Hall still not ready	1,500	2,000	-500	-33%	Expected solicitors' fees
Repairs and Maintenance	250	0	250	100%	No expenditure (See Grants and Donations above)	500	250	250	50%	No expenditure in first half
Section 137 payments	0	1,599	-1,599			100	2,100	-2,000	-2000%	(See Grants and Donations)
Subscriptions	1,200	1,251	-51			1,200	1,251	-51		
Training	250	0	250	100%	No expenditure	500	200	300	60%	No courses being run
Project Costs	0	0	0			2,000	2,000	0		
Total Other Payment	11,775	10,247	1,528			22,390	21,137	1,253		
Staff costs										
Salaries and allowance	8,250	6,990	1,260			16,500	14,500	2,000		
Pension contributions	0	0	0			0	0	0		
Total Staff costs	8,250	6,990	1,260			16,500	14,500	2,000		

Administration										
Total Administration										
	0	0	0		0	0	0			
Total Payments										
	20,025	17,237	2,788		38,890	35,637	3,253			
	Budget	Period Actual	Variance	Variance >15% >£100	Notes	Budget	Forecast	Variance	Variance >15% >£200	Notes
Receipts										
Other Receipts										
VAT Repayments	650	890	240	37%		1,300	1,050	-250	-19%	
Miscellaneous Receipts	0	0	0			0	0	0		
Bank interest	15	16	1			30	30	0		
Grants and Donations received	2,925	2,925	0			2,925	2,925	0		
S106 contributions	0	0	0			0	0	0		
Other receipts	0	0	0			0	0	0		
Allotment fees	0	35	35			880	880	0		
Total Other Receipts	3,590	3,867	277			5,135	4,885	-250		
Precept										
Precept	33,943	33,943	0			33,943	33,943	0		
Total Precept	33,943	33,943	0			33,943	33,943	0		
Total Receipts										
	37,533	37,810	277			39,078	38,828	-250		