

Month 8 (November 2021) I&E

If expenditure/income is spread evenly throughout the year, then at 8 months we should be at 66.67% of budget. Please note that this is not the case in all circumstances – some income/expenditure is at different points in the year and not spread evenly.

Exceptions/explanations to note:

1210 110 Burial fees. Income has already exceeded budget.

4325 110 Grass cutting external contract. Unplanned expenditure due to long term sickness absence. This was only partially covered by the key man insurance payout received.

4360 110 Maintenance grass cutting equipment – this is significantly over budget due to the investigation/repair of the FX18 mower last year. **Consider viring funds.**

4410 110 Equipment hire – this included sweeper hire, but it was part re-charged to the school (and associated income from the school will show elsewhere).

4425 110 Consumables – over budget. Mainly due to white lining paint usage when the Grounds Manager was off (incorrect nozzle size used and wrong concentration mix). May need to **vire funds** such as from 4460 110 white diesel.

4450 110 Red diesel. At budget. We purchase twice a year, and this should see us to year end. We will then have to move to white diesel, as per highlighted in previous reports.

4486 110 Memorial field play area – expenditure on H&S repairs required. Increase in budget factored in for next year.

4490 110 Street furniture – showing as over budget as new Church Road bus shelter expenditure is here. (Bus shelter funded from Taylor Wimpey grant, which will show elsewhere).

115 Grounds staff salaries/tax/NI/pension. Taking all these elements together (plus accounting for maternity pay allowances), salaries are at 68.6% of budget.

4030 135 (Grounds) training. Under budget currently but we will have to organise training once the new member of grounds staff is recruited. (Training expenditure may not fall in this financial year).

4530 121 Mill Lane electricity – need to explore further LED lighting and lights on sensors

4570 121 Mill Lane H&S – Over budget. Unbudgeted for building electrical check and remedial works.

4590 121 Mill Lane CCTV. Over budget. November Finance Committee agreed to use the income from the sale of the grounds spiked aerator and general reserves to fund the overspend and this has now been actioned. (This cost code will still show as overspent).

4530 122 Bridge Street electricity – seems high given the toilets have been closed. No obvious rogue consumption noted. LCC streetlight engineer has now confirmed that the streetlight on the front of the building is **not** running off our electricity supply.

4320 125 Burial Ground maintenance. Budget has been increased for next year – uneven paths, memorial testing/fixing etc.

4385 126 Car park maintenance. (Part of costs of) hire of sweeper. Future months will also have expenditure for repair of potholes (H&S issue). Budget has been increased next year – repair of potholes, surfacing, line marking. **Consider viring funds.**

4120 130 Insurance. Will hopefully be under budget, due to change of insurer and consequent reduced premium. (Insurance invoice is put on for the year, even though the payments come out monthly).

4170 130 Stationery & printing. Includes non-budgeted cost of new printer.

135 Admin staff salaries/tax/NI/pension. Taking all these elements together, salaries are at 64.57% of budget.

4290 210 Ancillary purchase (library). Includes non-budgeted Covid screen plus volunteer refreshments.

We don't yet know what the LCC recharge amount will be for library printing costs (charged per page) plus library telephone usage (all numbers except LCC call centre and GLL library development officer).

4130 230 Bar phone. Note that the line charge is paid up front for the year. This phone line is used for the building and fire alarm remote monitoring. To be allocated against Community Centre in 2022-23, not Bar.

4005 235 Bar salaries. (To be renamed Community Centre salaries next year). Over budget due to staff costs not budgeted. Also, cleaner staff costs have gone in here (for the period when we employed our own cleaner). Some of the unplanned staff costs are offset by the furlough income and SMP compensation, which is allocated elsewhere.

4560 260 CC rates. Invoice for the year, so the total amount shows (even though it is paid by monthly instalments).

4580 260 CC building maintenance. Already over budget and there has been further expenditure in November/December (Youth Club blinds, replacement thermostat, new toilet seats). **Consider viring funds from, possibly from the insurance payout.**

4590 260 CCTV. Part of the CCTV expenditure is covered by fire insurance income (which shows elsewhere). Council agreed to the other part of expenditure. **Consider viring funds from the insurance payout.**

4640 310 Audit. See separate breakdown of this code. Credit amount due to accruals at 2020-21 year-end. (Seeking further clarification on this from RBS – action outstanding).

4660 310 Admin software & licencing. Over-budget. Includes monthly Zoom subscription, which we're hoping to cease by using MS Teams instead. Includes unplanned hardware (hard drive) replacement and councillor Office 365 accounts. Subsequent months will also include laptop for new starter. Budget increased for next year.

4665 310 Legal fees. Unplanned expenditure. Increased next year.