Notes re Presentation of Accounts and Budget

Previously, the monthly accounts haven't properly taken account of the budget , sometimes showing a deficit or a surplus because the budget for that item was listed later or earlier in the year.

I have produced 3 reports.

One showing the income /expenditure against budget for the month of June, which doesn't mean a lot since it relies upon the budget figures being in the same month as the respective payments and receipts.

One for the year to date – i.e. April to June which will give a much better idea of how it is going versus budget as it is spread over several months, evening out any timing inconsistencies.

Finally, one for the year through to March 2024. This gives a clear indication, especially as the year goes on as to whether items will be over or under budget at the end of the year because the whole year budget is included. The biggest item here is the Precept where year to date is spot on budget, but the annual shows a deficit – The second instalment is budgeted for September when it will come back into line.

I can produce all 3 each month , or just the "whole year" one.

There are some anomalies. This is inevitable with budgeting. The budget figures are taken from the master budget circulated by Tom on 22nd February. For instance, some payments such as bookkeeping and Neighbourhood Plan have a nil budget but Brian's account for 22-23 was paid in this financial year and for the Neighbourhood Plan we have returned the unused grant (hopefully temporarily !)

A couple of other items stand out – The Miscellaneous Payment of £636.20 is a bookkeeping entry to offset the VAT refund of £6,088.59 shown in the accounts, because just £5,478.39 was received from HMRC. The suppled accounts software which generated the original claim, which was amended before submission, won't accept changes ! Likewise the Picnic area expenditure shows a deficit because the bill was dated March but paid in this financial year.. On the subject of VAT, the good news is that the budget figure was almost £4,000 less than received (I think this wasn't updated from and earlier November 2022 budget) and, it seems that the 2021-22 VAT refund of about £6,000 was never received (and not budgeted for)– it has been re-applied for.

The other unbudgeted item is the Recreation Ground Maintenance. This is paid out of the WPC Current account but is unbudgeted because it comes from the ringfenced grant. I am hoping to set up a separate account for this so that it doesn't distort the figures.

I am away for the July meeting, so if you have any queries I the reports please let me know and I will endeavour to answer them

Roger

Walkern Parish Council

Budget report from 1-Jun-2023 to 30-Jun-2023 (figures include VAT)

Payments

	Period		
	Budget	**Actual**	**Variance**
Staff Costs			
Parish Clerk Salary	718.00	715.21	2.79
Staff Salaries	247.00	270.92	-23.92
Pension Contributions	171.41	181.95	-10.54
Total Staff Costs	1136.41	1168.08	-31.67
General Payments			
Meeting Costs - Room Hire etc.	0.00	0.00	0.00
Insurance	0.00	0.00	0.00
Telephone, stationery, postage	73.00	138.72	-65.72
Office Costs	70.00	0.00	70.00
Printing	7.25	0.00	7.25
Subscriptions	0.00	0.00	0.00
Payroll	0.00	82.80	-82.80
Bookkeeping	120.00	0.00	120.00
Audit	0.00	0.00	0.00
Website costs	76.00	0.00	76.00
Wreath for Remembrance Sunday	0.00	0.00	0.00
Miscellaneous Payments	0.00	636.20	-636.20
Neighbourhood Plan	0.00	0.00	0.00
Councillor Training/Updating	0.00	0.00	0.00
Councillor Expenses	125.00	0.00	125.00
Community Cafe	0.00	0.00	0.00
Total General Payments	471.25	857.72	-386.47
Maintenance			
Dog Waste Bin Cleaning	0.00	0.00	0.00
Playground Inspection	0.00	0.00	0.00
Sports Field maintenance	190.00	180.00	10.00
Street Lighting	0.00	0.00	0.00
War Memorial	0.00	0.00	0.00
Equipment	0.00	0.00	0.00
WSCC	0.00	0.00	0.00
Recreation Ground maintenance	0.00	520.00	-520.00
General maintenance michelle	164.67	0.00	164.67
Total Maintenance	354.67	700.00	-345.33
Grants & Donations			
Donations	0.00	0.00	0.00
Grants	1500.00	0.00	1500.00
Total Grants & Donations	1500.00	0.00	1500.00
Capital Expenditure			
Sports Field Picnic Area	0.00	0.00	0.00

Walkern Parish Council

Sports Field Fitness Trail	0.00	0.00	0.00
Total Capital Expenditure	0.00	0.00	0.00
Total Payments	**3462.33**	**2725.80**	**736.53**

Receipts

	Period		
	Budget	**Actual**	**Variance**
Precept			
Precept	0.00	0.00	0.00
Total Precept	0.00	0.00	0.00
Other Receipts			
Bank Interest	2.50	60.18	57.68
EHDC Litter Picking	0.00	0.00	0.00
New Homes Bonus	0.00	0.00	0.00
Miscellaneous Receipts	0.00	0.00	0.00
VAT Repayments	1531.28	6088.59	4557.31
Total Other Receipts	1533.78	6148.77	4614.99
Total Receipts	**1533.78**	**6148.77**	**4614.99**

Walkern Parish Council

Budget report from 1-Apr-2023 to 30-Jun-2023 (figures include VAT)

Payments

	Period		
	Budget	**Actual**	**Variance**
Staff Costs			
Parish Clerk Salary	2154.00	2086.24	67.76
Staff Salaries	741.00	866.46	-125.46
Pension Contributions	514.23	551.31	-37.08
Total Staff Costs	3409.23	3504.01	-94.78
General Payments			
Meeting Costs - Room Hire etc.	0.00	28.78	-28.78
Insurance	1600.00	1882.34	-282.34
Telephone, stationery, postage	219.00	368.55	-149.55
Office Costs	210.00	0.00	210.00
Printing	21.75	0.00	21.75
Subscriptions	646.00	804.15	-158.15
Payroll	280.00	82.80	197.20
Bookkeeping	120.00	480.00	-360.00
Audit	0.00	0.00	0.00
Website costs	228.00	144.00	84.00
Wreath for Remembrance Sunday	0.00	0.00	0.00
Miscellaneous Payments	0.00	636.20	-636.20
Neighbourhood Plan	0.00	1007.79	-1007.79
Councillor Training/Updating	0.00	0.00	0.00
Councillor Expenses	375.00	0.00	375.00
Community Cafe	0.00	0.00	0.00
Total General Payments	3699.75	5434.61	-1734.86
Maintenance			
Dog Waste Bin Cleaning	0.00	1477.69	-1477.69
Playground Inspection	0.00	0.00	0.00
Sports Field maintenance	570.00	1080.00	-510.00
Street Lighting	2400.00	0.00	2400.00
War Memorial	0.00	0.00	0.00
Equipment	0.00	0.00	0.00
WSCC	0.00	0.00	0.00
Recreation Ground maintenance	0.00	2510.30	-2510.30
General maintenance michelle	494.01	218.50	275.51
Total Maintenance	3464.01	5286.49	-1822.48
Grants & Donations			
Donations	0.00	0.00	0.00
Grants	1500.00	0.00	1500.00
Total Grants & Donations	1500.00	0.00	1500.00
Capital Expenditure			
Sports Field Picnic Area	0.00	1482.00	-1482.00

Walkern Parish Council

Sports Field Fitness Trail	0.00	0.00	0.00
Total Capital Expenditure	0.00	1482.00	-1482.00
Total Payments	**12072.99**	**15707.11**	**-3634.12**

Receipts

	Period Budget	Period Actual	Variance
Precept			
Precept	14618.50	14618.50	0.00
Total Precept	14618.50	14618.50	0.00
Other Receipts			
Bank Interest	2.50	60.18	57.68
EHDC Litter Picking	0.00	0.00	0.00
New Homes Bonus	0.00	0.00	0.00
Miscellaneous Receipts	0.00	0.00	0.00
VAT Repayments	1531.28	6088.59	4557.31
Total Other Receipts	1533.78	6148.77	4614.99
Total Receipts	**16152.28**	**20767.27**	**4614.99**

Walkern Parish Council

Budget report from 1-Apr-2023 to 31-Mar-2024 (figures include VAT)

Payments

	Period		
	Budget	**Actual**	**Variance**
Staff Costs			
Parish Clerk Salary	8616.00	2086.24	6529.76
Staff Salaries	2964.00	866.46	2097.54
Pension Contributions	2056.92	551.31	1505.61
Total Staff Costs	13636.92	3504.01	10132.91
General Payments			
Meeting Costs - Room Hire etc.	0.00	28.78	-28.78
Insurance	1600.00	1882.34	-282.34
Telephone, stationery, postage	876.00	368.55	507.45
Office Costs	840.00	0.00	840.00
Printing	87.00	0.00	87.00
Subscriptions	852.00	804.15	47.85
Payroll	280.00	82.80	197.20
Bookkeeping	480.00	480.00	0.00
Audit	0.00	0.00	0.00
Website costs	912.00	144.00	768.00
Wreath for Remembrance Sunday	25.00	0.00	25.00
Miscellaneous Payments	0.00	636.20	-636.20
Neighbourhood Plan	1000.00	1007.79	-7.79
Councillor Training/Updating	0.00	0.00	0.00
Councillor Expenses	1500.00	0.00	1500.00
Community Cafe	0.00	0.00	0.00
Total General Payments	8452.00	5434.61	3017.39
Maintenance			
Dog Waste Bin Cleaning	1300.00	1477.69	-177.69
Playground Inspection	120.00	0.00	120.00
Sports Field maintenance	2280.00	1080.00	1200.00
Street Lighting	2400.00	0.00	2400.00
War Memorial	75.00	0.00	75.00
Equipment	0.00	0.00	0.00
WSCC	0.00	0.00	0.00
Recreation Ground maintenance	0.00	2510.30	-2510.30
General maintenance michelle	1976.00	218.50	1757.50
Total Maintenance	8151.00	5286.49	2864.51
Grants & Donations			
Donations	0.00	0.00	0.00
Grants	1750.00	0.00	1750.00
Total Grants & Donations	1750.00	0.00	1750.00
Capital Expenditure			
Sports Field Picnic Area	0.00	1482.00	-1482.00

Walkern Parish Council

Sports Field Fitness Trail	0.00	0.00	0.00
Total Capital Expenditure	0.00	1482.00	-1482.00
Total Payments	**31989.92**	**15707.11**	**16282.81**

Receipts

	Period		
	Budget	**Actual**	**Variance**
Precept			
Precept	29237.00	14618.50	-14618.50
Total Precept	29237.00	14618.50	-14618.50
Other Receipts			
Bank Interest	10.00	60.18	50.18
EHDC Litter Picking	0.00	0.00	0.00
New Homes Bonus	0.00	0.00	0.00
Miscellaneous Receipts	0.00	0.00	0.00
VAT Repayments	1531.28	6088.59	4557.31
Total Other Receipts	1541.28	6148.77	4607.49
Total Receipts	**30778.28**	**20767.27**	**-10011.01**