

Melbourn Parish Council Financial Budget Comparison

Seven months ended 31st October 2020

Excludes transactions with an invoice date prior to 01/04/20

	2020/21 Budget	Reserve Movements	Actual Net	Balance
INCOME				
Conservation				
100 Allotment Rent	£2,170.00	£0.00	£1,075.00	-£1,095.00
101 Allotment Insurance Premiums	£0.00	£0.00	£140.00	£140.00
110 CCC Grass Cutting Payment	£3,850.00	£0.00	£3,848.72	-£1.28
Total Conservation	£6,020.00	£0.00	£5,063.72	-£956.28
Cemeteries				
200 Burial Fees	£3,000.00	£0.00	£1,440.00	-£1,560.00
Total Cemeteries	£3,000.00	£0.00	£1,440.00	-£1,560.00
Play Areas & Recreation Grounds				
300 Match Fees	£2,520.00	£0.00	£0.00	-£2,520.00
320 Hire of Recreation Grounds	£250.00	£0.00	£70.00	-£180.00
340 Pavilion Hire	£750.00	£0.00	£1,472.40	£722.40
370 Pavilion Hire - MAYD recharge	£1,000.00	£0.00	£0.00	-£1,000.00
Total Play Areas & Recreation Grounds	£4,520.00	£0.00	£1,542.40	-£2,977.60
Finance & General Purpose				
410 Precept	£267,870.00	£0.00	£267,870.00	£0.00
420 Interest - Deposit Account Unity	£0.00	£0.00	£212.13	£212.13
425 Interest - Nationwide 45 Day	£800.00	£0.00	£0.00	-£800.00
430 Interest - Public Sector Deposit	£200.00	£0.00	£0.00	-£200.00
460 Miscellaneous Income	£0.00	£0.00	£36.00	£36.00
480 Insurance Claims	£0.00	£0.00	£0.00	£0.00
485 Feed In Tariff	£0.00	£0.00	£612.97	£612.97
600 Grants Received	£0.00	£65,000.00	£65,000.00	£0.00
650 MCCR	£0.00	£0.00	£8,915.00	£8,915.00
660 Timebanking Income	£0.00	£0.00	£0.00	£0.00
Total Finance & General Purpose	£268,870.00	£65,000.00	£342,646.10	£8,776.10
Highways				
800 Highways & Rural Footpaths	£0.00	£0.00	£0.00	£0.00
Total Highways	£0.00	£0.00	£0.00	£0.00
Rental Property				
900 Little Hands Nursery Rent	£26,000.00	£0.00	£15,166.69	-£10,833.31
Total Rental Property	£26,000.00	£0.00	£15,166.69	-£10,833.31
Melbourn Area Youth Development				
950 MAYD Partner Contributions	£0.00	£1,155.00	£1,155.00	£0.00
Total Melbourn Area Youth Development	£0.00	£1,155.00	£1,155.00	£0.00
Community Benefit				
960 Community Benefit	£0.00	£1,092.16	£1,092.16	£0.00
Total Community Benefit	£0.00	£1,092.16	£1,092.16	£0.00
Section 106				
140 S.106	£0.00	£0.00	£0.00	£0.00
Total Section 106	£0.00	£0.00	£0.00	£0.00
Celebrating Ages				
990 Celebrating Ages	£0.00	£0.00	£0.00	£0.00
Total Celebrating Ages	£0.00	£0.00	£0.00	£0.00
Total Income	£308,410.00	£67,247.16	£368,106.07	-£7,551.09

Melbourn Parish Council Financial Budget Comparison

Seven months ended 31st October 2020

Excludes transactions with an invoice date prior to 01/04/20

	2020/21 Budget	Reserve Movements	Actual Net	Balance	
EXPENDITURE					
Conservation					
1000	Allotments	£1,680.00	£0.00	£431.08	£1,248.92
1001	Allotment Insurance Premiums	£0.00	£0.00	£0.00	£0.00
1100	Conservation	£7,350.00	£0.00	£4,977.97	£2,372.03
1150	Stockbridge Meadows	£970.00	£0.00	£227.00	£743.00
1200	Grass Cutting Contract	£8,590.00	£0.00	£3,735.00	£4,855.00
1300	Public Open Space Maintenance Contract	£7,000.00	£0.00	£3,520.00	£3,480.00
Total Conservation		£25,590.00	£0.00	£12,891.05	£12,698.95
Cemeteries					
2000	Cemetery Rates, Utilities & Upkeep	£5,045.00	£0.00	£3,155.92	£1,889.08
2100	Cemetery Grounds Maintenance Contract	£5,500.00	£0.00	£2,840.81	£2,659.19
Total Cemeteries		£10,545.00	£0.00	£5,996.73	£4,548.27
Play Areas & Recreation Grounds					
3000	Play Areas	£3,025.00	£0.00	£682.00	£2,343.00
3200	Recreation Grounds	£12,480.00	£0.00	£6,540.91	£5,939.09
3400	Pavilion	£9,970.00	£0.00	£2,944.85	£7,025.15
Total Play Areas & Recreation Grounds		£25,475.00	£0.00	£10,167.76	£15,307.24
Finance & General Purpose					
4000	Audit, Legal and Professional Fees	£3,000.00	£0.00	£116.87	£2,883.13
4200	Contingency	£3,000.00	£0.00	£0.00	£3,000.00
4300	Wardens' Materials, Equipment & Van	£2,900.00	£0.00	£1,150.61	£1,749.39
4500	Insurances	£7,400.00	£0.00	£7,562.00	-£162.00
4700	Membership of Societies	£1,300.00	£0.00	£908.09	£391.91
4900	Parish Clock	£200.00	£0.00	£343.00	-£143.00
5000	Parish Office, IT & Contractors	£24,790.00	£0.00	£3,887.66	£20,902.34
5100	Salaries, NI & Pensions	£75,000.00	£0.00	£42,892.62	£32,107.38
5300	Sundry Expenses	£234.00	£6,000.00	£6,052.00	£182.00
5400	Training	£1,500.00	£0.00	£0.00	£1,500.00
5700	Pension Scheme Charges	£435.00	£0.00	£252.00	£183.00
5900	Bank Charges	£200.00	£0.00	£83.80	£116.20
6000	Grants Awarded	£700.00	£0.00	£700.00	£0.00
6200	Staff & Councillor Expenses	£200.00	£0.00	£0.00	£200.00
6400	Community Hub - Grant	£15,000.00	£0.00	£15,000.00	£0.00
6401	Community Hub - Maintenance & Replacements	£13,850.00	£710.00	£5,212.38	£9,347.62
6402	Community Hub - Feed in Tariff	£0.00	£0.00	£612.97	-£612.97
6450	PWLB Community Hub -	£28,311.00	£0.00	£28,310.94	£0.06
6451	PWLB Community Hub - Capital	£4,643.00	£0.00	£4,643.26	-£0.26
6452	PWLB Car Park - Interest	£5,942.00	£0.00	£3,009.20	£2,932.80
6453	PWLB Car Park - Capital	£10,945.00	£0.00	£5,434.53	£5,510.47
6500	MCCR Costs	£0.00	£0.00	£11,720.00	-£11,720.00
6600	Timebanking Expenses	£600.00	£0.00	£169.70	£430.30
6700	War Memorial	£0.00	£0.00	£0.00	£0.00
7100	Village Car Park - Rates, Utilities & Maintenance	£13,650.00	£0.00	£9,708.48	£3,941.52
Total Finance & General Purpose		£213,800.00	£6,710.00	£147,770.11	£72,739.89

Melbourn Parish Council Financial Budget Comparison

Seven months ended 31st October 2020

Excludes transactions with an invoice date prior to 01/04/20

	2020/21 Budget	Reserve Movements	Actual Net	Balance
Planning				
7000 Community Development	£0.00	£0.00	£0.00	£0.00
Total Planning	£0.00	£0.00	£0.00	£0.00
Highways				
8000 Highways and Footpaths	£200.00	£0.00	£0.00	£200.00
8100 Street Lighting	£1,800.00	£0.00	£1,653.27	£146.73
Total Highways	£2,000.00	£0.00	£1,653.27	£346.73
Rental Property				
9000 Little Hands Nursery	£3,450.00	£0.00	£1,661.88	£1,788.12
Total Rental Property	£3,450.00	£0.00	£1,661.88	£1,788.12
Melbourn Area Youth Development				
9500 MAYD Youth Club	£0.00	£1,556.00	£1,556.00	£0.00
Total Melbourn Area Youth Development	£0.00	£1,556.00	£1,556.00	£0.00
Community Benefit				
9600 Community Benefit Donations	£0.00	£14,996.46	£14,996.46	£0.00
9601 Community Benefit Donations S137	£0.00	£0.00	£0.00	£0.00
Total Community Benefit	£0.00	£14,996.46	£14,996.46	£0.00
Section 106				
1400 S106	£0.00	£0.00	£9,890.24	£-9,890.24
Total Section 106	£0.00	£9,890.24	£9,890.24	£0.00
Celebrating Ages				
4800 Celebrating Ages	£0.00	£0.00	£0.00	£0.00
Total Celebrating Ages	£0.00	£0.00	£0.00	£0.00
Total Expenditure	£280,860.00	£33,152.70	£206,583.50	£107,429.20
Total Income	£308,410.00	£67,247.16	£368,106.07	£-7,551.09
Total Expenditure	£280,860.00	£33,152.70	£206,583.50	£107,429.20
Total Net Balance	£27,550.00		£161,522.57	

Bank Balances at 31st October 2020

Ordinary Accounts

Current Account Unity	£205,731.40
Deposit Account Unity (Instant Access)	£212,928.11
Petty Cash	£30.00
Prepaid Debit Cards Soldo	£600.00

Short Term Investment Accounts

Nationwide 45 day Business Saver	£150,272.88
CCLA - Public Sector Deposit fund	£25,000.00
Total	£594,562.39

The bank reconciliations are currently being checked by Cllr Kent.

Melbourn Parish Council Finance Report 31st October 2020

The figures above have been produced by the Parish Council's accounting system. The 'Actual' figures include receipts and payments to 31st October 2020. Adjustments for accruals and prepayments will be made at the financial year end. Where an item is funded by a reserve and does not form part of the precept budget, it is shown in the Reserve Movements column.

At the seven month stage there are no major concerns about the budget although there are some areas where there has been unbudgeted expenditure and income (see explanations below). The impact of the Covid-19 pandemic on the Council's finances is being kept under review. There are still uncertainties surrounding this, especially in light of the second lockdown. Income from match fees and Pavilion/recreation ground hire were initially expected to fall this year as a result of social distancing measures. However, a large new booking for the Pavilion should offset this. Investment income will be lower than budgeted due to the fall in interest rates to a historic low. Expenditure on the Melbourn Coronavirus Community Response team (MCCR), which was set up in response to the pandemic and was partly funded by MPC, was unbudgeted but was partially offset by two grant awards. MCCR activity was wound down during July but may need to restart, in some form, to help during the second lockdown. The Hub was closed until late July due to Covid-19, was re-opened but closed again with the second lockdown. It received some government financial support whilst closed and also obtained some external grant funding. However, ongoing trading conditions remain uncertain and it is possible that further that assistance from MPC may be required at some point. Costs of safety screens to allow the Hub to re-open were met by MPC.

Variations from Budget

Income:

Grants Received – MPC received a £65,000 grant from Cambridgeshire Capital Fund towards the upcoming Hub building extension.

MCCR – MPC was successful in obtaining £7,125 grant funding from the Cambridgeshire Coronavirus Community Fund to support the MCCR team. Of this, £2,800 was used towards salary costs for MCCR staff and the rest has been transferred to the MCCR team to cover other running costs. MCCR has also repaid £1,750 of the funds transferred by MPC to underwrite debit card purchases for vulnerable residents (see MCCR expenditure below).

Expenditure:

Conservation – MPC approved emergency expenditure on some trees in the parish which needed urgent attention. Total cost for these works was just over £3,000 and further tree works of £870 were later approved by the Maintenance Committee. The Maintenance Committee has also approved tree work and repair of some fencing at The Moor (£840). MPC approved £2,070 unbudgeted expenditure for replacement fencing at Worcester Way. This budget heading is likely to be overspent later in the year.

Insurances – the Parish Council is in the final year of a three year deal with the current provider. The premium was slightly underbudgeted this year (£162).

Sundry Expenses – the £6,000 reserve-funded expense is a zero carbon grant which was received under a joint initiative with Melbourn Village College and has now been transferred to MVC.

MCCR costs – MPC approved a grant of £750 to MCCR and also transferred a further £1,750 to underwrite debit card costs for the project. The underwriting fund has now been repaid (see income). In addition, MPC approved extra staff costs to head up the MCCR team until the end of July if required. The approved costs were up to £6,300 (of which £2,800 was covered by grant funding) but actual costs were lower than that. Total MCCR costs should be considered net of MCCR income shown in the income section (net costs are £2,805).

Street lighting – CCC are no longer administering the street lighting contract and this has now been taken over by MPC. A large final bill of £888 from CCC means that this budget heading is expected to be overspent this financial year.

G van Poortvliet

RFO – Melbourn Parish Council

11th November 2020