

Melbourn Parish Council
Maintenance Expenditure Tracking 2020/21
(Actuals based on paid invoices)

EDGE Code	Budget 2020/21	Actual to date (31/03/21)	Committed	Balance	Notes
	£	£	£	£	
	Budgeted expenditure (included in Precept)				
	<u>Conservation:</u>				
1000	Allotments - plot clearance/maintenance	500	500	-	
1000	Allotments - unplanned e.g. asbestos removal	600	230	370	Sign for asbestos bin; hedge cutting
1100	Conservation - Christmas tree and plants for tubs	350	295	18	Christmas Tree, new lights and Tree Recycling Sign
1100	Conservation - tree survey and tree works	6,500	6,115	385	Emergency tree work to willow and ash trees - rec and opposite science park, repair fencing The Moor. Extra tree work re ivy, tree works on recreation ground
1100	Conservation - unplanned	500	1,528	780	Unplanned - refurbish gate at Ash Grove; committed £2,070 Worcester Way fencing (overspend agreed by MPC 26/10/20)
1150	Stockbridge Meadows - path cutting	120	70	50	
1150	Stockbridge Meadows - unplanned	500	123	377	Signs & matting for repair to river bank
		9,070	8,861	798	(589)
	<u>Cemeteries</u>				
2000	Orchard Road - unplanned	100	2,320	(2,220)	Hedge Reduction £1,940 - ORC - unbudgeted (approved MPC 17/12/20) + moss removal/path cleaning £380
2000	New Road - tree & hedge work, soil store	500		500	
2000	New Road - pest control	400		400	
2000	New Road - unplanned	200	50	151	Turf
2000	New Road - headstone bases and installation	2,600	2,110	490	Installation of 26 headstone bases and 4 blocks of bases for cremated remains at NRC (bal to be spent on moss removal)
		3,800	4,480	-	(680)
	<u>Play Areas, Recreation Grounds & Pavilion</u>				
3000	Playground - ROSPA	225	214	-	11
3000	Playground - play area maintenance, equipment repair/renewals	1,500	840	660	Replacement dog bins + £360 for paths and edging Clear Crescent (note this heading is for equipt maint)
3200	Recreation Ground - pest treatment	600		130	470
3200	Recreation Ground - unplanned	500	500	-	£500 Clear Crescent hedge reduction (part)
3400	Pavilion - maintenance (sanitary disposal, septic tank, cleaning materials)	550	365	185	Sanitary disposal (£266); cleaning mats
3400	Pavilion - legionella assessment	220	298	(78)	
3400	Pavilion - maintenance (PAT testing, boiler service/repairs, fire alarm service)	600	348	252	Fire extinguisher service £49, PAT tests £48 and boiler service/repairs
3400	Pavilion - unplanned repairs & renewals	800	210	590	Spare keys, deep cleaning, guttering, lockshield for o/s tap
3400	Pavilion - external redecoration	2,000		2,000	Ring-fence and carry forward to 2021/22 if not done this yr
		6,995	2,776	130	4,089
	<u>Finance & General Purpose</u>				
4300/2	Wardens' materials	500	227	113	160
4300/3	Wardens' equipment (chainsaw and training)	1,000	258		742
4300/4	Parish Van expenses (insurance, MOT, road tax, repairs and fuel)	1,400	1,095	49	256
4900	Parish Clock	200	343		(143)
7100	Car park workshop - PAT testing	100	30		70
7100	Car park - unplanned	500	246		254
		3,700	2,199	162	1,339
	<u>Highways</u>				
8000	Highways - brown tourist info signs re Stockbridge Meadows	200	-		200
		200	-	-	200
	<u>Rental Property</u>				
9000	Rental Property - Littlehands annual drain cleaning	450	450		-
9000	Rental Property - unplanned	1,000	195		805
9000	Rental Property - anti-vandalism measures	2,000	1,147		853
		3,450	1,792	-	1,658
	Total Maintenance (excluding grounds maintenance contracts)	27,215	20,107	1,090	6,018
	<u>Grounds Maintenance Contracts</u>				
1200	Grass cutting contract - verges/Hub etc	7,470	7,470		-

1200	Grass cutting contract - extra cuts x 2	1,120		300	820	
1300	Public Open Space - maintenance (£460 per month)	5,520	5,520		-	
1300	Public Open Space - additional work	1,480	1,475		5	Extra cut open areas (April?); hedge work Clear Crescent (£1,095 - bal from Rec Ground unplanned: £1,595 total); £80 cut corner Rose Ln
2100	Cemeteries (£405.83 x 12)	4,870	4,870		0	
2100	Cemeteries - extra cuts x 3	630		360	270	
3200	Recreation Grounds (currently £755 per month but may change)	9,060	9,060		-	
3200	Recreation Grounds - extra cuts x 4	540	130		410	Extra cut old and new rec grounds (April?)
		30,690	28,525	660	1,505	
	Community Benefit (memo only - not precepted)					
9600	Community Benefit Donations - Cemetery Tree Planting (New Rd)	1,000			1,000	Agreed by MPC to write this back to community benefit balance - Nov 2020. Not needed
		1,000	-	-	1,000	

2700 potential expenditure to be carried forward to 2021/22

Overall underspend on Maintenance 2020/21 (excluding staff costs)	7,523
Underspend excluding potential carry forward items	4,823
Underspend % (excluding potential carry forward items)	8%

Conservation - Emergency tree works carried out have cost £3,900 (approved by MPC). An additional £1,250 has been spent on trees on the rec ground.

Conservation - Replacement fencing at Worcester Way play area - this was unbudgeted and cost £2,070 (overspend agreed by MPC 26th Oct 2020). This budget heading was overspent.

Cemeteries - hedge reduction was unbudgeted and agreed by MPC (17/12/20). Although there were cost savings in other parts of this budget heading, overall it was overspent in 2020/21.

Play Areas, Recreation Ground & Pavilion - there has been unbudgeted work carried out on Clear Crescent play area (£500 approved) but there were underspends on equipt. maintenance, pest control and unplanned maintenance.

Overall this budget heading was underspent. The £2,000 Pavilion re-decoration budget may be ring-fenced and carried forward to next year (subject to approval).

Wardens' Equipment - there are cost savings for this budget as the chainsaw purchase and training will not take place this year. This could potentially be ring-fenced and carried forward to next year.

Parish Clock - a call out cost of £150 to repair a fault has been incurred (not budgeted) Overspend agreed MPC 26th Oct 2020

Rental Property - there were budget underspends for unplanned maintenance and anti-vandalism works this year.

Public Open Space works - hedge reduction at Clear Crescent £1,595 (approved by MPC on 1/01/21) and taken from Recreation Ground unplanned (£500) plus public open spaces additional works (£1,095)

Other Grounds Maintenance contracts - fewer extra cuts included in the budget were needed this year. This depends on the weather.

Pavilion cleaning - there are approx £1,360 cost savings from Pavilion Cleaner budget although extra costs have been incurred on utilities from use by MVC. This has been more than offset via rental income

Litter picking - there are cost saving against this budget of approx £1,800 as the initial budget was too high. The budget has been reduced for 2021/22

Does the Maintenance Committee wish to carry forward any unspent items to next year - suggested £2,700 (Pavilion exterior £2,000, chainsaw/training £500, brown highways signs £200)