

Melbourn Parish Council  
Maintenance Expenditure Tracking 2021/22  
(Actuals based on paid invoices)

EDGE Code	Budget 2021/22	Actual to date (31/01/22)	Committed	Balance	Notes
	£	£	£	£	
	<u>Budgeted expenditure (included in Precept)</u>				
		<u>Paid</u>	<u>Unpaid</u>		
	<u>Conservation:</u>				
1000	Allotments - water (2 meters)	600	802	(202)	
1000	Allotments - plot clearance/maintenance	500		500	Unlikely to be required
1000	Allotments - unplanned e.g. asbestos removal	500	450	50	Remove bonfire rubbish
1100	Conservation - donation to fund tree planting	500		500	Donation - Not in precept but included as a reminder for spending on trees in 2021/22
1100	Conservation - Christmas tree and plants for tubs	300	180	120	
1100	Conservation - tree survey	650	624	26	
1100	Conservation - tree works	3,850	1,425	2,425	Tree work opp Orchard Gate
1100	Conservation - emergency tree works	3,000		3,000	Tree works ordered expected to use up most of tree survey & emergency budget
1100	Conservation - move Kohima Stone to New Road Cemetery	4,000		4,000	Chased several times - may need to be carried forward to 2022/23
1100	Conservation - unplanned	500	400	100	Cut banks & hedge, cut back Dolphin Lane/Station Rd
1150	Stockbridge Meadows - path cutting and rolling	300		300	May be allocated to works on banks of River Mel below (plus conservation unplanned balance)
1150	Stockbridge Meadows - unplanned	500	576	(89)	Bin for car park; River Mel bank works
		15,200	4,457	13	10,729
	<u>Cemeteries</u>				
2000/1	Orchard Road - electricity	105	111	(6)	Last few bills estimated but expected to exceed budget by approx £30
2000/1	Orchard Road - water	95	93	2	
2000/1	Orchard Road - unplanned	100		100	
2000/2	New Road - water	100	122	(22)	
2000/2	New Road - tree & hedge work, soil store, path edging	1,000	472	528	£420 empty soil store
2000/2	New Road - pest control	400		400	
2000/2	New Road - unplanned	500	533	(33)	Turf; 5 bar gate £460
2000/2	New Road - headstone bases and installation	1,250		300	950 Not required but £300 allocated to bench base. More may be required
		3,550	1,332	300	1,919
	<u>Play Areas, Recreation Grounds &amp; Pavilion</u>				
3000	Playground - ROSPA	220	214	6	
3000	Playground - play area maintenance, equipment repair/renewals	1,500	289	1,211	Planned works may exceed budget
3000	Playground - tree work/edging	1,000		70	930 Ivy removal
3000	Playground - unplanned	195	150	105	(60) Signs x 2
3200	Recreation Ground - electricity	185	108	9	68
3200	Recreation Ground - pest treatment	600	180	420	
3200	Recreation Ground - unplanned	500	140	360	Leaf clearance
3400	Pavilion - cleaning	1,500	391	51	1,058 Budget will be underspent; balance may be allocated to legionella works
3400	Pavilion - electricity	1,200	570	630	Meter reading submitted 09/08 - account currently in credit
3400	Pavilion - water	100	113	(13)	
3400	Pavilion - maintenance (sanitary disposal, septic tank, cleaning materials)	600	442	158	Sanitary disposal £292/ septic tank £150
3400	Pavilion - drain clean	300	275	25	
3400	Pavilion - legionella assessment	220	821	(601)	Shelford Heating - legionella small works (excess could come from cleaning budget which will be underspent)
3400	Pavilion - maintenance (PAT testing, boiler service, fire alarm service, security alarm)	400	147	253	Fire alarm service, security alarm service
3400	Pavilion - unplanned repairs & renewals	1,000	1,246	(246)	Heating repairs/ flood light repairs/step repair/guttering repair/ window repair x 2/man hole
3400	Pavilion - external redecoration (b/fwd from 2020/21 budget)	2,000		2,000	Works need to wait for warmer weather. May need to wait until 2022/23
		11,520	5,086	235	6,199
	<u>Finance &amp; General Purpose</u>				
4300/2	Wardens' materials (mower fuel, spare parts, materials)	350	391	68	(109)
4300/3	Wardens' equipment	500	194	306	
4300/4	Parish Van expenses (insurance, MOT, road tax, repairs and fuel)	1,350	1,341	80	(71)
4900	Parish Clock - service	150	199	(49)	
4900	Parish Clock - repair and training costs	1,200		1,200	Quote obtained to fix motor and repair for £1,600. To be funded from comm benefit. Money used towards fencing instead (Worcester Way)
4900	Parish Clock - donation for repair	717	717	-	Donation - Not in precept. Repair carried out Sept 2021
5000/9	Litter picking	2,800	1,812	80	907 Electric bike £400; budget expected to be underspent. One litter picker will do an extra hour a week
7100	Car park workshop - water	175	57	6	113
7100	Car park workshop - utilities	1,085	1,349	(264)	Likely to be overspent but may be absorbed by other Car Park headings
7100	Car park workshop - PAT testing	100		100	
7100	Car park - unplanned	490		490	
		8,917	6,060	234	2,623

	<u>Highways</u>				
8000	Highways - gully cleaning	3,000	-		3,000
8000	Highways - brown tourist info signs re Stockbridge Meadows (b/fwd from 2020/21 budget)	200	-		200
		3,200	-	-	3,200
	<u>Rental Property</u>				
9000	Rental Property - Littlehands annual drain cleaning	450			450
9000	Rental Property - unplanned	1,000	9,551		(8,551)
		1,450	9,551	-	(8,101)
	Total Maintenance (excluding grounds maintenance contracts)	<b>43,837</b>	<b>26,486</b>	<b>782</b>	<b>16,568</b>
	<u>Grounds Maintenance Contracts</u>				
1200	Grass cutting contract - verges/Hub etc (£622.50 x 12)	7,470	6,225		1,245
1200	Grass cutting contract - extra cuts x 2	1,200			1,200
1300	Public Open Space - maintenance (£460 per month)	5,520	4,600		920
1300	Public Open Space - extra cuts x 3	900			900
1300	Public Open Space - additional work (leaf/hedge works etc)	1,000			1,000
2100	Cemeteries (£405.83 x 12) + £1,000 for extra hedge work in new contract	5,870	4,058		1,812
2100	Cemeteries - extra cuts x 3	630			630
3200	Recreation Grounds (£755 per month)	9,060	7,550		1,510
3200	Recreation Grounds - extra cuts x 4	520			520
		<b>32,170</b>	<b>22,433</b>	-	<b>9,737</b>

Cleaning done by CCC Highways - MPC approved reallocation to Little Hands drain repairs (17/01/22)

MPC to be asked to consider reallocating to LH drain repairs

Drain survey plus additional jetting, car park sign, road marking and LH drains. Drain repairs: £3,000 reallocated from Highways gully cleaning and rest from reserves/elsewhere in Maintenance budgeted (MPC 17/01/22)

All contracts as budgeted

Total amount included for potential extra cutting/works is £4,250. This will depend on weather and length of grass-cutting season. Some could be reallocated to other projects eg playground repairs/ LH drains if needed