

1. Introduction

This report provides an overview of the Parish Council's financial position as of the end of June 2025, based on the attached summary of income and expenditure. The figures presented reflect activity from 1st April to 30th June 2025 and includes any future commitments recorded in July. These have been produced using the council finance system.

2. Income Overview

- Total income to date: £164,305
- Income & Expenditure £251,859
- Deferred Income (£87,554)
- Total Income £164,305
- Key income item: The primary source of income remains the precept payment received in April. The amount reflects 3 months of the total amount received so we can closely monitor the expenditure with the correct monthly income. The £87,554 has been deferred to be release over 6 months.
- Interest continued to perform well in Q1.
- Burial fees have exceeded budget for 2025/25.
- Other minor income has been recorded from allotments, cemetery fees, and room hire. These remain broadly in line with budget expectations. Details around pitch fees need to be agreed.
- £57,963 was received for the community benefit fund and was transferred to the Earmarked reserves.

3. Expenditure Overview

- Total expenditure to date: £157,854
- Income & Expenditure £170,091
- Accruals £4,250
- Prepayments (£16,487)
- Total Income £164,305
- This represents approximately 40% of the annual budgeted expenditure, indicating that spending is currently higher than expected after quarter 1. Interest on loans have been recognised in this quarter and refuse collection has not been prepaid therefore frontloading the budget. This is within a reasonable range for this point in the financial year.

Key expenditure areas include:

- Salaries and staff-related costs – on track with budget forecasts.
- Grounds maintenance – seasonal activities are reflected in spend levels.
- Utilities and premises costs – in line with expected use.
- Grants and donations – small disbursements made to local organisations.

No significant overspends have been recorded, and all expenditure to date is supported by appropriate documentation.

4. Bank and Reserves Position

- Bank balance as of 30 June 2025: £733,212 of which £242,549 relates to immediately available cash and £490,663 held in various investments.
- Earmarked reserves: Funds are appropriately allocated to various reserves.
- The general reserve of £161,661 remains healthy and covers 5.5 months month operating expenditure level.

5. VAT

- VAT incurred to date is being tracked and will be reclaimed in due course. The next VAT return will be prepared at the end of the quarter.

6. Summary and Recommendations

The Council's financial position as of the end of June 2025 remains strong. Spending is broadly in line with the annual budget and the Council maintains sufficient reserves to meet foreseeable commitments.

Income & Expenditure by Budget 30/06/2025

Month No: 3

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<u>Income</u>						
1000 Interest Received	2,276	6,000	3,724			37.9%
1076 Precept	87,554	350,217	262,663			25.0%
1200 Allotment Rent received	51	3,154	3,103			1.6%
1210 Grass Cutting Contribution	3,939	3,850	(89)			102.3%
1300 Burial Fees	2,110	2,000	(110)			105.5%
1305 Memorials Fees	400	525	125			76.2%
1310 Internment Fees	480	1,500	1,020			32.0%
1400 Match Fees	135	3,350	3,215			4.0%
1500 Hire of Recreation Grounds	0	840	840			0.0%
1550 Hire of Pavilion	0	100	100			0.0%
1600 Property Rental Income	9,000	27,000	18,000			33.3%
1610 Misc Income	58,360	0	(58,360)			0.0%
Total Income	164,305	398,536	234,231			41.2%
<u>Overhead Expenditure</u>						
4000 Salaries & Pensions	31,700	135,348	103,648		103,648	23.4%
4010 Other Staff Costs	0	600	600		600	0.0%
4055 Pension Scheme Costs	144	591	447		447	24.4%
4060 Staff & Councillor Expenses	64	0	(64)		(64)	0.0%
4065 Training	1,269	2,500	1,231		1,231	50.8%
4070 Timebank Expenses	333	587	254		254	56.7%
4100 Audit Fees	500	2,000	1,500		1,500	25.0%
4105 Legal & Professional Fees	800	0	(800)		(800)	0.0%
4110 Insurance	160	13,948	13,788		13,788	1.1%
4115 Memberships & Subscription	797	1,706	909		909	46.7%
4120 Parish Clock	0	447	447		447	0.0%
4125 Broadband & Telephone	60	177	117		117	34.1%
4130 Computer & IT	270	2,802	2,532		2,532	9.6%
4140 Software Licences	2,552	4,012	1,460		1,460	63.6%
4150 Printing Postage & Stationery	367	1,370	1,003		1,003	26.8%
4155 Office Costs	84	0	(84)		(84)	0.0%
4170 Office Rent	3,750	15,000	11,250		11,250	25.0%
4175 Subcontractors	2,278	9,846	7,568		7,568	23.1%
4190 Office Furniture & Equipment	0	2,000	2,000		2,000	0.0%
4195 Sundry Expenses	142	758	616		616	18.8%
4200 Bank Charges	84	226	142		142	37.4%
4205 Grants	37,853	8,550	(29,303)		(29,303)	442.7%
4206 Hub Fund redistribution - Heal	2,920	0	(2,920)		(2,920)	0.0%
4207 Youth Expenditure (Mayd)	3,480	6,500	3,020		3,020	53.5%
4208 S106 Expenditure	5,087	0	(5,087)		(5,087)	0.0%

Income & Expenditure by Budget 30/06/2025

Month No: 3

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4225 Community Events	48	2,677	2,629		2,629	1.8%
4230 Van - Tax, MOT, Fuel, Repairs	172	647	475		475	26.6%
4235 Wardens Materials	62	0	(62)		(62)	0.0%
4240 Wardens Equipment	0	1,539	1,539		1,539	0.0%
4315 Maintenance & Reps - Planned	6,506	10,061	3,555		3,555	64.7%
4320 Maintenance & Reps- Unplanned	12,030	18,100	6,070		6,070	66.5%
4350 Christmas Tree/Plants	623	1,430	807		807	43.5%
4360 Tree & Hedge Work - Planned	0	6,618	6,618		6,618	0.0%
4365 Tree & Hedge Work - Unplanned	0	3,546	3,546		3,546	0.0%
4370 Project work	61	1,026	965		965	6.0%
4410 Nature Reserve management plan	0	513	513		513	0.0%
4420 Grounds Maintenance - Unplanned	0	3,058	3,058		3,058	0.0%
4430 Grounds Maintenance - Planned	0	8,415	8,415		8,415	0.0%
4500 Rates	4,188	17,616	13,428		13,428	23.8%
4505 Electricity	1,873	6,227	4,354		4,354	30.1%
4510 Water	622	1,145	523		523	54.3%
4605 Refuse & Dog Bin Collection	9,683	6,442	(3,241)		(3,241)	150.3%
4635 Village Maintenance Contract	8,813	34,177	25,364		25,364	25.8%
4640 Melbourn Dynamos Power Grant	0	1,970	1,970		1,970	0.0%
4700 PWLB Interest	14,052	32,326	18,274		18,274	43.5%
4705 PWLB Capital	4,226	17,457	13,231		13,231	24.2%
4850 Parish Planning	0	1,000	1,000		1,000	0.0%
4920 Street Lighting	198	1,026	828		828	19.3%
Total Overhead	157,854	385,984	228,130	0	228,130	40.9%
Total Income	164,305	398,536	234,231			41.2%
Total Expenditure	157,854	385,984	228,130	0	228,130	40.9%
Net Income over Expenditure	6,451	12,552	6,101			
plus Transfer from EMR	15,011	0	(15,011)			
less Transfer to EMR	57,564	0	(57,564)			
Movement to/(from) Gen Reserve	(36,102)	12,552	48,654			