

MARTOCK PARISH COUNCIL
FINAL BUDGET 2020-21
AGREED 29/01/2020

MARTOCK PARISH COUNCIL																		
INCOME & EXPENDITURE BUDGET FOR 2020/2021 FINANCIAL YEAR																		
							Forecast to 31/03/2020				Proposed Budget & Precept for 2020/2021							
							Projected	Current	Variance	% of	Expenses			Income			Precept	
							Spend	Annual Bud	Annual Total	Budget	Planned	Funded	Funded	Planned	Transfer	Total Income	Precept	
											Expenses	From Earmarked	From	Income	To Earmarked	To Reduce	Required	
												Reserves	Precept		Reserves	Precept		
Buildings & Open Spaces																		
	130	Parish / Village																
4000		Salaries	41,920	45,864	- 1,088	102%				47,880		47,880			-		47,880	
4005		Pensions	2,682									-			-		-	
4010		PAYE/NI	2,350									-			-		-	
4200		Window Boxes	650	500	(150)	130%				650		650			-		650	
4205		Village Improvements	3,000	-	(3,000)	0%				3,000		3,000			-		3,000	
4210		Christmas Decorations (Exp.)	250	250	-	100%				250		250			-		250	
4215		Christmas Trees	100	100	-	100%				100		100			-		100	
4220		Village Maintenance	4,500	7,000	2,500	64%				4,500		4,500			-		4,500	
4221		Village Maintenance Contract	1,975	2,075	100	95%				2,015		2,015			-		2,015	
4240		Security Patrols	3,150	3,240	90	97%				3,240		3,240			-		3,240	
4245		Dog Patrols	100	4,000	3,900	3%				200		200			-		200	
4290		Public Toilets	150	100	- 50	150%				150		150			-		150	
4291		Precinct Lighting								10,000	(10,000)	-			-		-	
	140	Churchyard																
4250		Burial Ground	500	2,080	1,580	24%				500		500			-		500	
4251		Burial Ground Maintenance Contract	7,900	8,295	395	95%				8,060		8,060			-		8,060	
4260		Churchyard Trees & Lighting	1,000	500	(500)	200%				-		-			-		-	
1140		Burial Ground Income	(4,200)	(6,000)	(1,800)	70%						-	(4,800)		(4,800)		(4,800)	
	150	Market House																
4030		Rates	1,082	980	(102)	110%				1,105		1,105			-		1,105	
4035		Electricity	1,500	3,087	1,587	49%				1,575		1,575			-		1,575	
4045		Water	500	907	407	55%				525		525			-		525	
4280		Market House (General)	2,000	556	(1,444)	360%				2,000		2,000			-		2,000	
4285		Building Refurbishment	2,200	1,500	(700)	147%				2,000		2,000			-		2,000	
1150		Market House Income	(50)	(50)	0	100%						-	(50)		(50)		(50)	
	160	Parish Hall																
4030		Rates	2,616	2,372	(244)	110%				2,670		2,670			-		2,670	
4035		Electricity	1,200	1,470	270	82%				1,260		1,260			-		1,260	
4040		Gas	1,000	1,315	315	76%				1,050		1,050			-		1,050	
4045		Water	150	280	130	54%				160		160			-		160	
4285		Building Refurbishment	21,000	3,000	(18,000)	700%				-		-			-		-	
4300		Parish Hall (General)	1,600	1,500	- 100	107%				1,680		1,680			-		1,680	
1100		Parish Hall Income	(6,836)	(6,400)	436	107%						-	(7,050)		(7,050)		(7,050)	
	170	Highways																
4320		Highways Maintenance (SCC)	7,000	10,000	3,000	70%				4,000	(4,000)	-			-		-	
4330		Electric Speed Signs	6,500	-	(6,500)	0%				-		-			-		-	

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		Spend	Annual Bud	Annual Total	Budget	Planned	Funded	Funded	Planned	Transfer	Total Income	Precept
						Expenses	From Earmarked	From	Income	To Earmarked	To Reduce	Required
							Reserves	Precept		Reserves	Precept	
220 Recreation ground												
4035	Electricity	400	915	515	44%	315		315			-	315
4500	Recreation Ground (General)	400	2,000	1,600	20%	400		400			-	400
4501	Recreation Ground Maintenance	4,000	8,362	4,362	48%	4,200		4,200			-	4,200
4505	Ground Improvements	4,000	20,000	16,000	20%	11,000	(11,000)	-			-	-
4510	Play Equipment Maintenance	3,400	5,000	1,600	68%	2,000		2,000			-	2,000
4515	Play Area Inspection	100	100	-	100%	100		100			-	100
4525	Footpaths	500	500	-	100%	500		500			-	500
4530	MUGA					5,000	(5,000)	-			-	-
4535	Cricket Pitch					3,800	(3,800)	-			-	-
1220	Recreation Ground Income	(1,900)	(1,900)	-	100%			-	(1,900)		(1,900)	(1,900)
230 Pavilion												
4030	Rates	1,768	1,941	173	91%	1,803		1,803			-	1,803
4035	Electricity	400	600	200	67%	420		420			-	420
4040	Gas	1,000	400	600	250%	1,050		1,050			-	1,050
4045	Water	100	456	356	22%	105		105			-	105
4640	Maintenance	325	325	-	100%	325		325			-	325
1230	Pavilion Income	(1,934)	(900)	1,034	215%			-	(2,000)		(2,000)	(2,000)
235 New Youth Centre												
4030	Rates	-	1,125	1,125	0%	1,250		1,250			-	1,250
4035	Electricity	-	500	500	0%	400		400			-	400
4040	Gas	-	400	400	0%	750		750			-	750
4045	Water	-	300	300	0%	200		200			-	200
4640	Maintenance	-	300	300	0%	300		300			-	300
1250	Youth Centre Income							-	(2,000)		(2,000)	(2,000)
240 Allotments												
4600	Allotments (General)	350	350	-	100%	350		350			-	350
4602	Allotment repairs	-	200	200	0%	200		200			-	200
4603	Allotment Land Rent	546	546	-	100%	575		575			-	575
1240	Allotment Income	(900)	(900)	0	100%			-	(900)		(900)	(900)
250 Projects												
4630	Long Orchard 2020-21 Net Expenditure	5,000	145,740	140,740	3%	764,500	(764,500)	-	(600,000)	600,000	-	-
1080	Grants Received	-	(160,000)	(160,000)	0%			-	(164,500)	164,500	-	-
Finance & Resources												
110 Finance / Office												
4000	Salaries	54,804	62,708	158	100%	64,597		64,597			-	64,597
4005	Pensions	3,508						-			-	-
4010	PAYE/NI	4,238						-			-	-
4015	Fundraiser	6,958	10,540	3,582	66%	10,540		10,540			-	10,540
4016	Staff Welfare	250	250	-	100%	250		250			-	250
4017	Staff Travel	50	50	-	100%	50		50			-	50
4025	Insurance	7,745	7,896	151	98%	8,135		8,135			-	8,135

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						Expenses	From Earmarked	From	Income	To Earmarked	To Reduce	Required
							Reserves	Precept		Reserves	Precept	
4050	Accountancy	868	800	- 68	109%	1,050		1,050			-	1,050
4055	Audit Fee	2,000	2,000	-	100%	2,000		2,000			-	2,000
4060	Election Expenses	-	3,000	3,000	0%	-		-			-	-
4075	Chairman's Allowance	300	300	-	100%	300		300			-	300
4080	Members' Travelling Expenses	100	100	-	100%	100		100			-	100
4095	Omega Financial System	497	497	-	100%	520		520			-	520
4100	Bank Charges	380	450	70	84%	375		375			-	375
4149	Advertisements	250	250	-	100%	250		250			-	250
4150	General	4,000	450	(3,550)	889%	450		450			-	450
4151	Postage & Stationery	700	900	200	78%	600		600			-	600
4152	Photocopier & Ink	1,316	1,200	- 116	110%	1,600		1,600			-	1,600
4153	Telephone & Computer expenses	2,960	2,400	- 560	123%	3,200		3,200			-	3,200
4154	Subscriptions & Courses	4,000	3,200	- 800	125%	4,000		4,000			-	4,000
4159	Farmers Market	600	600	-	100%	600		600			-	600
4161	Operation London Bridge									1,000	1,000	1,000
1076	Precept	(344,525)	(344,525)	0	100%							
1090	Bank Interest	(430)	(100)	330	430%				(450)		(450)	(450)
1095	CCLA Income	(576)	(500)	76	115%				(600)		(600)	(600)
1241	Farmers Market Income	(700)	(950)	(250)	74%				(700)		(700)	(700)
	120 Comms & PR											
4155	Website	3,925	5,650	1,725	69%	320		320			-	320
	260 Donations											
4020	Grants Made	1,022	500	(522)	204%	500		500			-	500
4021	Bower Hinton Church	475	475	-	100%	475		475			-	475
4022	British Legion	30	30	-	100%	30		30			-	30
	270 PWLB											
4065	PWLB Capital Recreation Ground	4,062	3,872	- 190	105%	4,062		4,062			-	4,062
4066	PWLB Interest Recreation Ground	2,204	2,396	192	92%	2,204		2,204			-	2,204
4067	PWLB Capital New Youth Centre	-	22,080	22,080	0%	18,000		18,000			-	18,000
4068	PWLB Interest New Youth Centre	-	14,372	14,372	0%	12,652		12,652			-	12,652
	Planning											
	251 Neighbourhood Plan											
4636	Neighbourhood Plan	1,500	-	(1,500)	0%	-		-			-	-
	Services											
	180 Youth											
4000	Salaries	2,346	2,394	48	98%	2,607		2,607			-	2,607
4365	Youth Centre	6,000	6,000	-	100%	6,000		6,000			-	6,000
4370	Community Youth Project	50,700	51,000	300	99%	51,714		51,714			-	51,714
4375	Scouts & Guides	2,500	2,500	-	100%	2,500		2,500			-	2,500

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						Expenses	From Earmarked	From	Income	To Earmarked	To Reduce	Required
							Reserves	Precept		Reserves	Precept	
	190 Job Club											
4000	Salaries	15,560	17,538	24	100%	19,044	(700)	18,344	-			18,344
4005	Pensions	996						-				-
4010	PAYE/NI	958						-				-
4017	Staff Travel	56	200	144	28%	150		150				150
4150	General	250	350	100	71%	350		350				350
4151	Postage & Stationary	-	200	200	0%	-		-				-
4152	Photocopier & Ink	600	1,600	1,000	38%	1,000		1,000				1,000
4153	Telephone & Computer expenses	400	1,044	644	38%	1,000		1,000				1,000
4154	Subscriptions & courses	250	500	250	50%	500		500				500
4443	Refreshments & Befriending	200	300	100	67%	250		250				250
4446	Volunteering	450	800	350	56%	700		700				700
4449	Premises Rental	735	735	-	100%	735		735				735
1301	Job Club Income	(300)	(200)	100	150%			-	(300)		(300)	(300)
	191 Seniors											
4000	Salaries	15,648	17,276	-	346	20,822	(1,750)	19,072	-			19,072
4005	Pensions	1,002						-				-
4010	PAYE/NI	972						-				-
4017	Staff Travel	-	200	200	0%	150		150				150
4150	General	200	200	-	100%	200		200				200
4153	Telephone & Computer expenses	200	144	-	56	200		200				200
4154	Subscriptions & courses	300	500	200	60%	500		500				500
4443	Refreshments & Befriending	100	200	100	50%	200		200				200
4446	Volunteering	300	800	500	38%	500		500				500
4449	Premises Rental	250	-	250	0%	250		250				250
1305	Otago Falls Course	(344)	(1,560)	(1,216)	22%			-	(300)		(300)	(300)
	192 Community Support											
4000	Salaries	19,252	19,790	-	2,162	28,002	(4,800)	23,202	-			23,202
4005	Pensions	1,232						-				-
4010	PAYE/NI	1,468						-				-
4017	Staff Travel	558	400	-	158	650		650				650
4150	General	100	250	150	40%	250		250				250
4153	Telephone & Computer expenses	200	144	-	56	200		200				200
4154	Subscriptions & courses	300	500	200	60%	500		500				500
4443	Refreshments & Befriending	300	200	-	100	300		300				300
4445	Wednesday Club Expenses	1,400	-	(1,400)	0%	1,800		1,800				1,800
4446	Volunteering	200	800	600	25%	400		400				400
4449	Premises Rental	365	865	500	42%	365		365				365
1080	Grants Received	(224)	-	224	0%			-				-
1303	Wednesday Club Income	(86)	-	86	0%			-	(100)		(100)	(100)
	200 Info Centre											
4400	Information Centre	1,000	1,000	-	100%	1,000		1,000				1,000
1080	Grants Received (Info Centre)	(500)	(500)	0	100%			-	(500)		(500)	(500)

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APPENDIX 1: BUDGETED RESERVES FOR 2020/2021 FINANCIAL YEAR

		Movement 2019-20				Budget 2020-21			
<i>Earmarked Reserves</i>		Reserves 01/04/2019	Transfer +/- Reserves 2019-20	Expenditure From Reserves 2019-20	Est. Reserves 31/03/2020	Budgeted Transfers +/- Reserves 2020-21	Budgeted Income To Reserves 2020-21	Budgeted Expenditure From Reserves 2020-21	Budgeted Reserves 31/03/2021
320	Traditional Lighting	-			-	10,000		(10,000)	-
321	Monument repairs	6,000			6,000				6,000
322	Garden of Remembrance Ext.	8,000			8,000				8,000
323	New Field for Burials	12,000			12,000	(8,000)			4,000
324	War Memorial	1,500			1,500				1,500
325	Tennis Court	13,000			13,000				13,000
327	MUGA & Skate Park	10,000			10,000		(5,000)		5,000
329	Computer Fund	2,400		(2,190)	210	(210)			-
330	Quinquennial	28,500		(1,250)	27,250				27,250
331	Elections	-			-	600			600
332	New Youth Centre	-			-		764,500	(764,500)	-
334	Recreation Ground Improvements	-			-	11,000		(11,000)	-
335	Operation London Bridge	-	1,000	(1,000)	-	(1,000)	1,000		-
336	Planning Contingency Fund	-	10,000		10,000				10,000
337	New Cricket Pitch	-			-	3,800		(3,800)	-
338	Human Resources	-			-	7,250		(7,250)	-
339	Potholes	-			-	4,000		(4,000)	-
TOTAL EARMARKED RESERVES		81,400	11,000	(4,440)	87,960	27,440	765,500	(805,550)	75,350
GENERAL RESERVES		147,121	(11,000)	(21,238)	114,883	(27,440)	-	-	87,443
BALANCE SHEET TOTAL		228,521	-	(25,678)	202,843	-	765,500	(805,550)	162,793

RESERVES POLICY

WE SHOULD HOLD GENERAL RESERVES OF 25-30% OF OUR ANNUAL EXPENDITURE AS PER OUR RESERVES POLICY

Net Budgeted Non-Capital Expenditure 2020-21 399,707
Budgeted General Reserve 31/03/2021 87,443

General Reserves as % of Expenditure 21.88%

Budget Reconciliation

Planned Expenditure Per Budget	1,187,657	
Planned Income Per Budget	<u>(787,950)</u>	
Net Budgeted Expenditure		399,707
Increase/(Decrease) Earmarked Reserves	(12,610)	
Increase/(Decrease) General Reserves	<u>(27,440)</u>	
		(40,050)
Precept 2020-21		(359,657)
Reconciliation Balance Should Be Nil		<u><u>0</u></u>