

Summary to end July: 4/12ths=33.3%

| 2022/23 BUDGET DESCRIPTION PAYMENTS | Budget | Total spent ytd | Remaining | % spent | Comments |
|--|---------------------|--------------------|--------------------|-------------|---|
| Subscriptions and memberships | | | | | |
| SALC | £ 674.00 | £ 657.03 | £ 16.97 | 97% | Fully paid |
| Society of Local Council Clerks | £ 134.00 | £ 144.00 | -£ 10.00 | 107% | Fully paid - small increase |
| Community Action Suffolk | £ 30.00 | £ 30.00 | £ - | 100% | Fully paid |
| Suffolk Preservation Society | £ 30.00 | £ 30.00 | £ - | 100% | Fully paid |
| Suffolk Wildlife Trust | £ 38.00 | £ 38.00 | £ - | 100% | Fully paid |
| Open Spaces Society | £ 45.00 | £ 45.00 | £ - | 100% | Fully paid |
| TOTAL | £ 951.00 | £ 944.03 | £ 6.97 | 82% | |
| Grants and Donations | | | | | |
| Suffolk Accident Rescue Service | £ 25.00 | | £ 25.00 | 0% | |
| Holbrook Village Hall | £ 200.00 | | £ 200.00 | 0% | |
| Holbrook PCC | £ 500.00 | | £ 500.00 | 0% | |
| Holbrook Academy | £ 30.00 | | £ 30.00 | 0% | |
| RBL Poppy Appeal | £ 50.00 | | £ 50.00 | 0% | |
| Repair Café | £ 200.00 | | £ 200.00 | 0% | |
| Holbrook Helpers | £ 400.00 | | £ 400.00 | 0% | |
| P3 Group | £ - | £ 40.00 | -£ 40.00 | -100% | Grant for mower expenses, not budgeted |
| Stutton and Holbrook Community 1st Responders | £ 100.00 | | £ 100.00 | 0% | |
| TOTAL | £ 1,505.00 | £ 40.00 | £ 1,465.00 | 3% | |
| Salaries and expenses | | | | | |
| Clerk's salary | £ 9,243.00 | £ 3,112.20 | £ 6,130.80 | 34% | |
| Employer's NI | £ - | £ 12.08 | -£ 12.08 | -100% | |
| Clerk's expenses | £ 400.00 | £ 160.26 | £ 239.74 | 40% | |
| Councillors' expenses (Travel) | £ 100.00 | | £ 100.00 | 0% | |
| Chairman's allowance | £ 300.00 | £ 75.00 | £ 225.00 | 25% | |
| Community Caretaker Salary | £ 3,211.00 | £ 1,070.32 | £ 2,140.68 | 33% | |
| Community Caretaker Expenses | £ 100.00 | £ 89.99 | £ 10.01 | 90% | |
| Salc Payroll | £ 170.00 | | £ 170.00 | 0% | |
| TOTAL | £ 13,524.00 | £ 4,519.85 | £ 9,004.15 | 33% | |
| Asset Maintenance and other works | | | | | |
| Footway lighting | £ 5,489.00 | £ 4,253.03 | £ 1,235.97 | 77% | Cost much reduced from last year. See notes. |
| Waste / Dog bin emptying | £ 1,622.00 | £ 1,822.87 | -£ 200.87 | 112% | Additional bins in Admirals Quarter added |
| Alton Green | £ 500.00 | £ 228.00 | £ 272.00 | 46% | |
| Church Green | £ 160.00 | | £ 160.00 | 0% | |
| Reade Field SCC Grass cutting | £ 1,510.00 | £ 461.74 | £ 1,048.26 | 31% | |
| Reade Field Other grasscutting and tree work | £ 600.00 | £ 300.00 | £ 300.00 | 50% | |
| Reade Field Other maintenance | £ 100.00 | | £ 100.00 | 0% | |
| Playground | £ 500.00 | £ 174.00 | £ 326.00 | 35% | |
| Playground inspection | £ 200.00 | | £ 200.00 | 0% | |
| Pavilion | £ 500.00 | £ 346.07 | £ 153.93 | 69% | Roof repairs, electricity & water |
| General maintenance | £ 400.00 | £ 28.79 | £ 371.21 | 7% | Black sacks for street cleaning |
| Benches, bins, noticeboards | £ 200.00 | £ 158.34 | £ 41.66 | 79% | New bin for bus shelter nr Berners Field |
| CIL Expenditure | £ 4,026.00 | £ 1,358.60 | £ 2,667.40 | 51% | New goalposts for Reade Field, balance towards lighting |
| Fitness Classes Sports Centre | £ - | £ 200.00 | -£ 200.00 | -100% | Offset by grant from Babergh DC - see below |
| Community Self Help Scheme | £ 500.00 | | £ 500.00 | 0% | |
| TOTAL | £ 16,307.00 | £ 9,331.44 | £ 6,975.56 | 57% | |
| Administration | | | | | |
| Stationery and Office Supplies | £ 250.00 | £ 536.31 | -£ 286.31 | 215% | New laptop agreed 16/5/22 - not budgeted |
| Books and reference materials | £ 50.00 | | £ 50.00 | 0% | |
| Insurance | £ 839.00 | £ 243.57 | £ 595.43 | 29% | Pavilion insurance pd, Gen Insurance due end Sept. |
| Information Commissioner | £ 35.00 | £ 35.00 | £ - | 100% | |
| Village Hall Hire | £ 260.00 | £ 45.00 | £ 215.00 | 17% | April, May & June meetings |
| Courses and Training | £ 800.00 | | £ 800.00 | 0% | |
| Audit Fees | £ 600.00 | £ 195.00 | £ 405.00 | 33% | External Audit Fees still to be paid |
| Neighbourhood Plan Expenses | £ 500.00 | £ 5,400.00 | -£ 4,900.00 | 1080% | Repayment of grant to be taken from reserves |
| Parish Papers | £ 1,110.00 | £ 440.00 | £ 670.00 | 40% | Additional copies needed for RHS delivery |
| Lottery | £ 800.00 | £ 150.20 | £ 649.80 | 19% | New year's lottery tickets to be launched Sep |
| Other admin & misc expenses | £ 250.00 | £ 534.09 | -£ 284.09 | 214% | Parish Meeting expenses & transfer of funds to RF A/c |
| TOTAL | £ 5,494.00 | £ 7,579.17 | -£ 2,085.17 | 138% | |
| TOTAL EXPENDITURE | £ 37,781.00 | £ 22,414.49 | £ 15,366.51 | 59% | |
| CONTRIBUTION TO RESERVES | | | | | |
| Contribution to Bus shelters | £ 2,500.00 | | £ - | | |
| Contribution to Eco lighting fund | £ 800.00 | | £ - | | |
| Contribution to Election costs | £ 300.00 | | £ - | | |
| Contribution to pavilion project | £ 10,000.00 | | £ - | | |
| TOTAL FOR RESERVES | £ 13,600.00 | £ - | £ - | | |
| RECEIPTS | | | | | |
| Precept | £ 31,930.00 | £ 15,965.00 | £ 15,965.00 | | Half precept received, next half will be paid in September |
| CIL Funding | £ - | £ 1,322.02 | -£ 1,322.02 | | Unexpected CIL funds received |
| VAT | £ 2,750.00 | £ 1,984.13 | £ 765.87 | | Shortfall from estimated VAT, due to claiming lighting in 20/21 claim |
| Football | £ 400.00 | | £ 400.00 | | Possible shortfall here, as only one team now playing |
| NS&I interest | £ 75.00 | | £ 75.00 | | Interest dropped to almost zero following budget - expect shortfall |
| Grant for Community Caretaker | £ 3,211.00 | | £ 3,211.00 | | 1st quarter claim signed and returned, but not yet received |
| Lottery Income | £ 1,000.00 | £ 39.00 | £ 961.00 | | Cash lottery contribution |
| Advertising | £ 500.00 | £ 230.00 | £ 270.00 | | Two new ads. Invoices will be sent for others later in the year. |
| Other Grants | £ - | £ 7,700.00 | -£ 7,700.00 | | Grant from Babergh for fitness classes |
| Other | £ - | £ 518.60 | -£ 518.60 | | Raised for pavilion by Football Club - transferred to Reade Field A/c |
| TOTAL INCOME | £ 39,866.00 | £ 27,758.75 | £ 12,107.25 | | |
| INC LESS EXP & CONTRIBUTION TO RESERVES | -£ 11,515.00 | £ 27,758.75 | £ - | | |

ADDITIONAL COMMENTARY

The summary and reconciliation include all receipts and payments up to and including 31st July 2022. For regular expenditure items, this should represent 33.3% of the budgeted expenditure. Some budgets are fully spent as they are one-off payments.

Below are the variations to the original budget – most have been highlighted before:

EXPENDITURE

1. Grants: An additional grant of £40 was agreed towards mower costs for the P3 group. This had not been put in the budget.
2. Footway lighting – a reduction in costs from last year and therefore a saving on the budget. The lower cost is partly to do with the fact that maintenance work was restricted last year.
3. The dog bin and litter bin emptying costs have increased and it seems from the list of bins that we have not hitherto been charged for Admirals Quarter until this year.
4. The stationery costs include the laptop and Microsoft 365
5. Neighbourhood Plan: a new grant application has to be made to recoup the balance of the grant which had to be paid back
6. Parish Papers expenditure has increase which may be offset by additional advertising income. Invoices for regular advertisers will be sent out later in the year.
7. Other Expenditure: this is where the transfer of the £518.60 raised by the Swan Football Team is recorded as being transferred to the Reade Field Account
8. The first payment to the fitness instructor has been made, offset by the grant received from Babergh. Added after the budget was agreed.

INCOME

1. Additional CIL income has been received of £1,322.02 – full size goal posts have been purchased with these funds. The balance of last year's CIL funds will go towards the Lighting Project.
2. VAT has been reclaimed for 21/22 financial year. Less than budgeted due to the VAT for street lighting being claimed in the previous year's claim
3. Football will be lower than the budget, as only one team is playing
4. Additional income raised by the Swan Football Team towards the new pavilion, has been transferred into the Reade Field Account (see point 7 above). A further **£116.50** has been paid directly into the Reade Field Account (see Reconciliation) – proceeds from the Family Fun Day.
5. £7,700 has been transferred from Babergh DC for adult fitness classes at the Academy.

RESERVES

It is anticipated that the reserves will considerably decrease, once the lighting project has been completed.