

Summary to end September 22: 6/12ths = 50%

s	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%	All to be paid October
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, agreed post budget
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	£ 4,668.30	£ 4,574.70	51%	
Employer's NI	£ -	£ 18.12	-£ 18.12	-100%	
Clerk's expenses	£ 400.00	£ 212.26	£ 187.74	53%	
Councillors' expenses (Travel)	£ 100.00	£ 11.25	£ 88.75	11%	
Chairman's allowance	£ 300.00	£ 150.00	£ 150.00	50%	
Community Caretaker Salary	£ 3,211.00	£ 1,605.48	£ 1,605.52	50%	
Community Caretaker Expenses	£ 100.00	£ 89.99	£ 10.01	90%	
Salc Payroll	£ 170.00		£ 170.00	0%	
TOTAL	£ 13,524.00	£ 6,755.40	£ 6,768.60	50%	
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	£ 50.00	£ 110.00	31%	
Reade Field SCC Grass cutting	£ 1,510.00	£ 461.74	£ 1,048.26	31%	
Reade Field Other grasscutting and tree work	£ 600.00	£ 380.00	£ 220.00	63%	
Reade Field Other maintenance	£ 100.00		£ 100.00	0%	
Playground	£ 500.00	£ 187.44	£ 312.56	37%	Repairs to zip wire
Playground inspection	£ 200.00		£ 200.00	0%	
Pavilion	£ 500.00	£ 475.03	£ 24.97	95%	Roof repairs, electricity & water & fire safety equip
General maintenance	£ 400.00		£ 400.00	0%	Black sacks for street cleaning
Benches, bins, noticeboards	£ 200.00	£ 203.73	-£ 3.73	102%	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	£ -	£ 350.00	-£ 350.00	-100%	Offset by grant from Babergh DC - see below
Community Self Help Scheme	£ 500.00		£ 500.00	0%	
TOTAL	£ 16,307.00	£ 9,770.44	£ 6,536.56	60%	
Administration					
Stationery and Office Supplies	£ 250.00	£ 546.30	-£ 296.30	219%	New laptop agreed 16/5/22 - not budgeted
Books and reference materials	£ 50.00		£ 50.00	0%	
Insurance	£ 839.00	£ 881.99	-£ 42.99	105%	All insurance now paid
Information Commissioner	£ 35.00	£ 35.00	£ -	100%	
Meeting Hall Hire	£ 260.00	£ 65.00	£ 195.00	25%	Village Hall April, May & June, Methodist Chapel £20
Courses and Training	£ 800.00	£ 108.00	£ 692.00	14%	
Audit Fees	£ 600.00	£ 555.00	£ 45.00	93%	All audit fees now 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	£ 670.00	£ 440.00	60%	Will be over budget - additional copies needed.
Lottery	£ 800.00	£ 183.00	£ 617.00	23%	Lottery prizes to date
Other admin & misc expenses	£ 250.00	£ 15.49	£ 234.51	6%	Parish Meeting expenses
TOTAL	£ 5,494.00	£ 8,459.78	-£ 2,965.78	154%	
TOTAL EXPENDITURE	£ 37,781.00	£ 25,969.65	£ 11,811.35	69%	
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	£ 31,930.00	£ -		Precept fully paid
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	£ 802.75	£ 2,408.25		1st quarter now received, 3 more to come
Lottery Income	£ 1,000.00	£ 771.00	£ 229.00		Lottery tickets purchased to date
Advertising	£ 500.00	£ 260.00	£ 240.00		3 new ads. Invoices for regular advertisers recently sent
Other Grants	£ -	£ 9,860.00	-£ 9,860.00		Grant from Babergh for fitness classes & Groundwork UK
Other	£ -	£ 518.60	-£ 518.60		Raised for pavilion by Football Club - transferred to Reade Field A/c
Other	£ -	-£ 518.60	£ 518.60		Transferred to Reade Field Account as above
TOTAL INCOME	£ 39,866.00	£ 46,929.90	-£ 7,063.90		
INC LESS EXP & CONTRIBUTION TO RESERVES	-£ 11,515.00	£ 46,929.90			

ADDITIONAL COMMENTARY

The summary and reconciliation include all receipts and payments up to and including 30th September 2022. For regular expenditure items, this should represent 50% of the budgeted expenditure. Some budgets are fully spent as they are one-off payments.

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

EXPENDITURE

1. S.137/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 an annual licence for Microsoft 365
5. Neighbourhood Plan: the funds carried forward from last year had to be repaid and a new application was successfully made. However, the original budget was agreed on the assumption that the grant would be fully paid by the end of 31st March 2022 and therefore the expenditure was not included in this year's budget. At the end of the year, the unspent grant was added to earmarked reserves. The effect of this is to make the budget overspent. A virement could be made to rectify this if thought appropriate.
6. Parish Papers expenditure has increase which may be offset by additional advertising income. Invoices for regular advertisers have recently been sent out. One advertiser has so far notified us that they no longer wish to advertise.
7. A new expenditure line was inserted for the fitness instructor, which will be offset by the grant received from Babergh. Added after the budget was agreed.
8. The Insurance Premium has been increased to cover the fitness classes, and therefore this budget will be overspent by £43. This is the 2nd year of the 3-year cover from Zurich.
9. Due to the resignation of the Community Caretaker, this budget could be underspent, but this will be offset by the relevant claim for hours from Babergh District Council.

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. The football club will be invoiced in the New Year.
4. Additional income has been transferred into the Reade Field Account which includes funds raised by the Football Club and funds from the Family Fun Day.

5. £7,700 has been transferred from Babergh DC for adult fitness classes at the Academy.
6. Lottery income is still coming in by BACs, cheques and cash.
7. The final payment of the precept has been received.

RESERVES

It is anticipated that the reserves will considerably decrease, once the lighting project has been completed in addition to the repayment of the Neighbourhood Plan grant.