

## BERKSWELL PARISH COUNCIL

### Management Accounts – Quarter 1 2017/18

#### Introduction

The management accounts for the period 1 April 2017 to 30 June 2017 (with July 2017 included for information) are attached below.

#### Observations

All expenditure is under control and within budget assumptions with the exception of 'Heritage & Maintenance' which is showing an overspend. This is the result of expenditure expected to be incurred in 2016/17 (approved at the Ordinary meeting of the Council on 12 January 2017) which was actually incurred in 2017/18. The two main items are:

1. Tree works	£3,708 (inc VAT)
2. Repair of bus shelter/fences and additional wooden posts	£3,500 (inc VAT)
<b>Total</b>	<b>£7,208 (inc VAT)</b>

The Council's Financial Regulations do not ordinarily allow expenditure to be incurred in excess of agreed budgets but FR 4.5 states that in cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which, in the clerk's judgement, it is necessary to carry out. Such expenditure includes repair, replacement or other work. This must be notified to Council as soon as possible thereafter. However, as approval had already been given on 12 January 2017 the only issue was related to the timing of the work.

The effect of these two items not being paid for in 2016/17 resulted in an underspend and the closing reserves of the Council being some £7,200 higher than was expected.

#### Recommended Action

It is recommended that the 'Heritage & Maintenance' budget for 2017/18 is increased by £7,200 to £14,300 by budgeting to make an additional contribution from the general reserve in 2017/18. This will have a neutral impact on the General Reserve taken over 2016/17 and 2017/18 because of the corresponding underspend in 2016/17.

**R Wilson (Clerk to Berkswell Parish Council)    14 September 2017**

**Berkswell Parish Council Accounts - 2017/18**

Income & Expenditure	2017/18								Comments	Proposed Revised Budget
	Actuals Apr to June (per cashbook)	Actuals July	Actuals Oct to Dec	Actuals Jan to March	Actuals 2017/18	Budget	Variance with 2017/18 Budget	Variance %age of Budget		
<b>EXPENDITURE</b>										
Employee Pay & Allowances	2,130.78	562.00			2,692.78	10,400	7,707.22	26%	In line with budget	10,400
Councillor Allowances & expenses	880.08	-			880.08	4,000	3,119.92	22%	Budget assumes all councillors take allowances	4,000
Administration	1,841.43	444.20			2,285.63	4,500	2,214.37	51%	Some annual expenditure (e.g. insurance) included	4,500
Communications	190.00	-			190.00	1,000	810.00	19%	No expenditure on website development (budget £500)	1,000
Specialist Advice	-	85.00			85.00	5,000	4,915.00	2%	Very little costs incurred to date	5,000
Local Plans	-	314.99			314.99	2,500	2,185.01	13%	Slow start up of NDP work	2,500
Public Safety	53.10	-			53.10	1,000	946.90	5%	No Traffic calming costs to date	1,000
Grants & Donations	818.10	1,505.22			2,323.32	6,250	3,926.68	37%	Grants are well within budget	6,250
Section 137 Grants	-	-								-
Heritage & Maintenance	7,402.49	903.99			8,306.48	7,100	- 1,206.48	117%	2016/17 costs incurred in 2017/18 (e.g. tree works £3,708 & fence & posts £3,500)	14,300
<b>Total Expenditure (excl VAT)</b>	<b>13,315.98</b>	<b>3,815.40</b>	-	-	<b>17,131.38</b>	<b>41,750</b>	<b>24,618.62</b>	41%		<b>48,950</b>
Contingency						2,100		0%		2,100
<b>Total Expenditure (including Contingency, ex VAT)</b>	<b>13,315.98</b>	<b>3,815.40</b>	-	-	<b>17,131.38</b>	<b>43,850</b>	26,718.62	39%		<b>51,050</b>
VAT (assume VAT is neutral in each year)	1,382.72	197.44			1,580.16					-
<b>Total Expenditure (inc VAT)</b>	<b>14,698.70</b>	<b>4,012.84</b>	-	-	<b>18,711.54</b>	<b>43,850</b>	<b>26,718.62</b>	<b>0</b>		<b>51,050</b>
										-
										-
<b>INCOME</b>										
Precept (including Support Grant)	13,175.00	-			13,175.00	25,907	12,732.00	51%		25,907
Support Grant	221.50	-			221.50	443	221.50	50%		443
Bank Interest	2.93	0.92			3.85	0	- 3.85			-
Other Income	31.50	50.00			81.50	0	- 81.50			-
VAT Refund	-				-		-			-
<b>Total Income</b>	<b>13,430.93</b>	<b>50.92</b>	-	-	<b>13,481.85</b>	<b>26,350</b>	<b>12,868.15</b>	51%		<b>26,350</b>
										-
<b>Balance of Income over Expenditure (Ex VAT)</b>	<b>- 1,267.77</b>	<b>- 3,961.92</b>	-	-	<b>- 5,229.69</b>	<b>- 17,500</b>	<b>- 13,850.47</b>	<b>0</b>		<b>24,700</b>
										-
<b>Opening Reserves</b>	<b>109,937.74</b>	<b>108,669.97</b>			<b>109,937.74</b>	<b>109,938</b>		-		<b>109,938</b>
<b>Closing Reserves</b>	<b>108,669.97</b>	<b>104,708.05</b>			<b>104,708.05</b>	<b>92,438</b>		<b>0</b>		<b>85,238</b>