

**Budget Monitoring Report to 28th Dec 22**

	Annual Budget 2022/23	Actuals to 28.12.22	Anticipated Actual to 31.03.23	Variance	Forecasted Actuals / Budget 2022/23	Comments
<b>CASH RECEIPTS</b>						
Hire of Pavilion	£ 5,000.00	£ 4,559.00	£ 6,078.67	£ 1,078.67	122%	Post-pandemic income improved
Water Orton Football Club	£ 1,750.00	£ 1,312.50	£ 1,750.00	£ -	100%	
Lease Rent				£ -		
Tennis Club	£ 964.00	£ 476.16	£ 964.00	£ -	100%	2 x invoices to send
Bowls Club	£ 940.00	£ 701.94	£ 940.00	£ -	100%	1 x invoice to send
Company of the Curtain	£ 280.00	£ 280.00	£ 280.00	£ -	100%	
Precept	£ 81,164.38	£ 81,164.38	£ 81,164.38	£ -	100%	
Grants	£ -	£ 500.00	£ 500.00	£ 500.00		
Allotments	£ 75.00	£ 75.00	£ 75.00	£ -	100%	
VAT refunds	£ 8,500.00	£ 7,835.13	£ 9,335.72	£ 835.72	110%	VAT from 1st July to date to reclaim
Bank Interest	£ 15.00	£ 40.46	£ 85.46	£ 70.46	570%	Estimated £15 interest x 3 months
Misc	£ -	£ 3,500.00	£ 3,500.00	£ 3,500.00		Sale of tractor
<b>TOTAL CASH RECEIPTS</b>	<b>£ 98,688.38</b>	<b>£100,444.57</b>	<b>£104,673.23</b>	<b>£ 5,984.85</b>	<b>106%</b>	
<b>CASH PAID OUT</b>						
Staffing Costs	£ 32,300.00	£ 28,309.39	£ 40,309.39	£ 8,009.39	125%	Approximately £12k o/s in Staffing Costs to year end - budget exceeded due to increased staffing costs in year change of admin
<b>Total staffing</b>	<b>£ 32,300.00</b>	<b>£ 28,309.39</b>	<b>£ 40,309.39</b>	<b>£ 8,009.39</b>	<b>125%</b>	
<b>Administration</b>						
Office	£ 1,200.00	£ 675.44	£ 1,013.16	£ -186.84	84%	Pavilion Broadband / Clerk Mobile / Stationery etc.
Expenses	£ 1,000.00	£ 345.07	£ 517.61	£ -482.40	52%	Reimbursements to staff for Office and Maintenance supplies, Travel & Homeworking allowance
Training costs	£ 800.00	£ 210.00	£ 315.00	£ -485.00	39%	
HR	£ 1,530.00	£ 1,197.68	£ 1,571.81	£ 41.81	103%	Additional Costs incurred for specialist advice (3 months at £124.71 o/s to year end)
Audit Fees	£ 750.00	£ 550.00	£ 550.00	£ -200.00	73%	
Legal Fees (Inc Payroll)	£ 1,500.00	£ 2,566.00	£ 3,421.33	£ 1,921.33	228%	Additional legal fees incurred 2022/23 - £766 building reg drawing for Bowls Pavilion Toilet Rebuild project
Coleshill Post	£ 2,160.00	£ 120.00	£ 160.00	£ -2,000.00	7%	Less articles / adverts in Coleshill Post in 2022/23
Website	£ 1,200.00	£ 611.50	£ 815.33	£ -384.67	68%	Less admin costs as Clerk updating website
Subscriptions	£ 1,000.00	£ 833.98	£ 1,008.58	£ 8.58	101%	SLCC fees to pay in Jan £174.60
Insurance	£ 7,160.00	£ 6,876.81	£ 6,876.81	£ -283.19	96%	
<b>Total administration</b>	<b>£ 18,300.00</b>	<b>£ 13,986.48</b>	<b>£ 16,249.63</b>	<b>£ 2,050.37</b>	<b>89%</b>	
<b>Maintenance</b>						
Pavilion Maintenance	£ 5,000.00	£ 1,068.85	£ 1,603.28	£ -3,396.73	32%	Guttering repairs £2,500 not carried out in 2022/23, consider earmarking reserve for following year?
Electricity	£ 2,400.00	£ 1,141.46	£ 1,651.46	£ -748.54	69%	Energy Prices increased from October
Water	£ 500.00	£ 97.69	£ 130.25	£ -369.75	26%	
Grounds Maintenance	£ 12,000.00	£ 6,085.08	£ 12,294.76	£ 294.76	102%	NWBC Q3 bill to pay, assume Q4 Jan-Mar paid in year? Strimmers serviced. Are any other costs anticipated?
Play Equipment	£ 2,000.00	£ 1,136.73	£ 1,515.64	£ -484.36	76%	Annual Inspection Report Rec'd schedule repairs before yr end? Kickboard to be repaired, estimated costs?
Rent	£ 360.00	£ 327.60	£ 354.90	£ -5.10	99%	Garage now cancelled, not req'd for 2023/24
Church Clock	£ 400.00	£ 150.00	£ 150.00	£ -250.00	38%	
Bowls Club Maintenance	£ 2,000.00	£ 172.70	£ 952.70	£ -1,047.30	48%	Add Roofing repairs £780 (EX VAT) due January. PC had soil & seed invoice, sent back to Bowls Club, should this be paid by PC in future years? Implication for lease costs and whether VAT would be legally recoverable to be considered. Should £766 building reg drawing be placed here rather than prof/legal fees?
Van Expenses	£ -	£ 1,665.60	£ 1,865.60	£ 1,750.36		Additional costs - Van check, pre-purchase, MOT, Tax, Insurance & fuel
<b>Total Maintenance</b>	<b>£ 24,660.00</b>	<b>£ 11,845.71</b>	<b>£ 20,518.59</b>	<b>£ 4,256.65</b>	<b>83%</b>	
<b>Misc</b>						
Christmas Lights	£ 5,600.00	£ -	£ 4,906.00	£ -694.00	88%	Paid 06/01/23 no more expenditure anticipated
Christmas Lights WCC	£ -	£ -	£ -	£ -	?	
Grants	£ 3,000.00	£ 1,035.00	£ 1,552.50	£ -1,447.50	52%	Do any Community Groups wish to apply for a Grant in 2022/23? Brownies due to apply in January
Assets	£ 15,000.00	£ 5,499.15	£ 5,499.15	£ 9,500.85	37%	Lawnmower replacement & Van Purchase (partial can be offset by tractor sale (Misc))
Sec 137	£ 2,000.00	£ 25.00	£ 25.00	£ -1,975.00	1%	Poppies (Grants should also fall under S137 expenditure)
<b>Total Misc</b>	<b>£ 25,600.00</b>	<b>£ 6,559.15</b>	<b>£ 11,982.65</b>	<b>£ 13,617.35</b>	<b>47%</b>	
<b>TOTAL CASH PAID OUT</b>	<b>£ 100,860.00</b>	<b>£ 60,700.73</b>	<b>£ 89,060.26</b>	<b>£ 11,914.98</b>	<b>88%</b>	
Reclaimable VAT	£ 8,000.00	£ 2,515.55	£ 3,354.07	£ -2,130.38	42%	

374.13

**Draft Budget 2023-24**

	Previous Year		Current Year		Next Year		Notes
	Annual Budget 2021/22	Actuals 2021/22	Annual Budget 2022/23	Anticipated Actual to 31.03.23	Proposed Budget 2023/24		
Estimated Balance brought forward	£ 95,993.00	£ 95,993.00	£ 95,488.00	£ 95,488.00	£ 107,746.90		Due to spend £29000 from Earmarked Reserves in 2023-24
<b>CASH RECEIPTS</b>							
<b>Precept</b>	£ 73,785.80	£ 73,785.80	£ 81,164.38	£ 81,164.38	£ 90,892.63		Budgeted Expenditure less Other Income & Grants / Donations less Spend from Earmarked Reserves to be spent (£12k Bowls Pavilion Rebuild £4.5k elections + £7k guardrails) equals precept amount
<b>Hire of Pavilion</b>	£ 6,000.00	£ 3,325.00	£ 5,000.00	£ 6,078.67	£ 6,500.00		Should PC consider rising hire / lease fees to cover additional Pavilion, fuel & staff costs? Aim to increase use of building to maximise revenue / advertising? Bookings procedures
Water Orton Football Club	£ 257.50	£ -	£ 1,750.00	£ 1,750.00	£ 1,750.00		
<b>Lease Rent</b>							
Tennis Club	£ 956.16	£ 956.16	£ 964.00	£ 964.00	£ 964.00		Should this be increased by RPI?
Bowls Club	£ 940.00	£ 935.92	£ 940.00	£ 940.00	£ 940.00		Should this be increased in view of additional maintenance expenditure?
Company of the Curtain	£ 416.32	£ -	£ 280.00	£ 280.00	£ 280.00		Increase by RPI? Consideration of parking issues and using storage space for rehearsals?
Grants	£ 8,000.00	£ 13,000.00	£ -	£ 500.00			
Allotments	£ 48.00	£ 48.00	£ 75.00	£ 75.00	£ 75.00		
VAT refunds	£ 7,605.63	£ 7,605.63	£ 8,500.00	£ 9,335.72			Strip from Budget as VAT claim cancels out VAT Expenditure
Bank Interest	£ 15.00	£ 7.90	£ 15.00	£ 85.46	£ 15.00		
Misc	£ 355.00	£ 740.40	£ -	£ 3,500.00	£ -		
Planters	£ 150.00	£ -					
Plants	£ 1,620.00	£ 600.00					
Covid - 19 funding	£ 1,418.69	£ -					
Memorial Site	£ 7,783.32	£ 7,783.32					
<b>Total Other Revenue Income</b>					£ 10,524.00		
Grants					£ 51,612.00		HS2 Groundworks Agreed funding for Bowls Pavilion Toilet Rebuild
Donations					£ 5,000.00		Donation from Bowls Club towards Toilet Rebuild
<b>Total Grants / Donations (Capital Receipts)</b>					£ 56,612.00		
<b>TOTAL CASH RECEIPTS (precept + other + grants/donations)</b>	£ 109,351.42	£ 108,788.13	£ 98,688.38	£ 104,673.23	£ 158,028.63		
<b>CASH PAID OUT</b>							
<b>Staffing Costs</b>	£ 32,900.00	£ 29,807.34	£ 32,300.00	£ 40,309.39	£ 43,852.14		Staff Costs based on current rates for year & upped by 5% for potential cost of living rise - may need to consider additional amount for overtime
<b>Total staffing</b>	£ 32,900.00	£ 29,807.34	£ 32,300.00	£ 40,309.39	£ 43,852.14		Should additional overtime amount be considered? Is TOIL realistic / sustainable for Clerk with additional new Councillors / Elections as well as increased demands due to FOI / SAR & other requests?
<b>Administration</b>							
Office	£ 1,800.00	£ 944.60	£ 1,200.00	£ 1,013.16	£ 1,500.00		New Laptop Required + Microsoft 365 for Clerk & Councillors + gov.uk domain reg
Expenses	£ 1,000.00	£ 596.05	£ 1,000.00	£ 517.61	£ 400.00		Budget no longer to be used for ad-hoc supplies, these should go to appropriate codes, use for homeworking allowance and travel costs only
Training costs	£ 1,000.00	£ 115.00	£ 800.00	£ 315.00	£ 600.00		May Elections could result in New Councillors and additional training demands
HR	£ 1,530.00	£ 1,496.52	£ 1,530.00	£ 1,571.81	£ 1,500.00		Tied into contract until Jan 2025 £124.71 per month = £1496.52 per annum
Audit Fees	£ 860.00	£ 550.00	£ 750.00	£ 550.00	£ 550.00		Reduced in line with last two years fees
Legal Fees (Inc Payroll)	£ 2,000.00	£ 1,522.00	£ 1,500.00	£ 3,421.33	£ 1,500.00		Keep budget as is, one off legal costs incurred in 2022/23
Coleshill Post	£ 1,800.00	£ 732.50	£ 2,160.00	£ 160.00	£ 500.00		May want some adverts to encourage residents to stand for election
Website	£ 1,800.00	£ 782.50	£ 1,200.00	£ 815.33	£ 1,000.00		admin costs reduced but domain name changes / microsoft 365 may increase costs
Subscriptions	£ 1,200.00	£ 979.00	£ 1,000.00	£ 1,008.58	£ 1,000.00		Review subscriptions to see if all are necessary? E.g. Open Spaces Society £45 per annum?
Insurance	£ 5,040.00	£ 6,819.58	£ 7,160.00	£ 6,876.81	£ 7,564.49		Upated by 10% RPI
<b>Total administration</b>	£ 18,030.00	£ 14,537.75	£ 18,300.00	£ 16,249.63	£ 16,114.49		
<b>Maintenance</b>							
Pavilion Maintenance	£ 8,200.00	£ 6,079.84	£ 5,000.00	£ 1,603.28	£ 2,000.00		Lowered as 2.5k in spend from reserves fro Pavilion Guttering
Electricity	£ 1,550.00	£ 1,182.99	£ 2,400.00	£ 1,651.46	£ 2,400.00		Keep as is, spend is currently reduced but prices rising
Water	£ 500.00	£ 118.93	£ 500.00	£ 130.25	£ 300.00		Reduced due to low actuals
Grounds Maintenance	£ 20,000.00	£ 18,343.04	£ 12,000.00	£ 12,294.76	£ 15,000.00		NWBC 2 yr contract ended 2022/23 renewal costs likely to increase by RPI
Play Equipment	£ 4,000.00	£ 317.00	£ 2,000.00	£ 1,515.64	£ 2,000.00		
Rent	£ 2,500.00	£ 339.96	£ 360.00	£ 354.90			No longer have Garage no budget required 2023/24
Church Clock	£ 400.00	£ 211.00	£ 400.00	£ 150.00	£ 250.00		
Bowls Club Maintenance	£ -	£ -	£ 2,000.00	£ 952.70	£ 2,500.00		Do we wish to take on maintenance of the green? VAT implications to be investigated
Plants	£ 2,170.00	£ 2,250.80					
Memorial Site	£ 7,783.32	£ 7,592.35					
Van Expenses			£ -	£ 1,865.60	£ 1,000.00		Fuel, Tax, MOT, Servicing, Insurance, Repairs?
<b>Total Maintenance</b>	£ 47,103.32	£ 36,435.91	£ 24,660.00	£ 20,518.59	£ 25,450.00		
<b>Misc</b>							
Christmas Lights	£ 5,600.00	£ 5,600.00	£ 5,600.00	£ 4,906.00	£ 3,000.00		Infrastructure Paid - Turnocks est £2968 for 2023
Christmas Lights WCC	£ 2,800.00	£ 2,152.61	£ -	£ -	£ -		
Grants	£ 3,000.00	£ 853.00	£ 3,000.00	£ 1,552.50	£ 2,500.00		Should be included as Sec137?
Assets	£ 15,000.00	£ 4,080.97	£ 15,000.00	£ 5,499.15	£ 10,000.00		£10k in Assets to be transferred to Earmarked Asset Replacement Fund (Bus Shelters, Play Equipment, Buildings Etc)
Sec 137	£ 2,000.00	£ 1,020.00	£ 2,000.00	£ 25.00	£ 500.00		
Covid - 19 funding	£ 7,267.77	£ 5,853.47					
<b>Total Misc</b>	£ 35,667.77	£ 19,560.05	£ 25,600.00	£ 11,982.65	£ 16,000.00		
<b>Spend from Earmarked Reserves (&amp; Capital projects)</b>							
Pavilion Guttering					£ 2,500.00		
Elections					£ 4,500.00		Anticipated May 2023 Election Costs
Bowls Pavilion Toilet Rebuild (including grant/donation funds)					£ 71,612.00		Will some of this be spent in 2022/23? Earmarked £15k, Grant Funding £51,612 + Donations £5k = £71,612 Project cost est. £69666 (circa £2k contingency)
Guardrails					£ 7,000.00		Due in 2022/23 (mark for 2023/24 if not spent?)
<b>Total Spend from Earmarked Reserves (&amp; Capital projects)</b>					£ 85,612.00		

<b>TOTAL CASH PAID OUT</b>	<b>£ 98,033.32</b>	<b>£ 80,781.00</b>	<b>£ 75,260.00</b>	<b>£ 89,060.26</b>	<b>£ 187,028.63</b>
Reclaimable VAT	£ 7,000.00	£ 7,839.00	£ 8,000.00	£ 3,354.07	Strip from Budget as VAT claim cancels out VAT Expenditure

**Estimated balance to carry forward**      £ 95,488.00    £ 95,488.00    £ 110,916.38    £ 107,746.90    £ 78,746.90    Reduced by £29000 (anticipated Spend from Reserves 2023/24) plus £10k into Asset Replacement Fund

Before year end Reserves to be earmarked adequately

<b>Reserve funds</b>	2022/23				
General Reserves	£ 42,000.00	General Reserves	£ 33,746.90	*Minimum of 3 months running costs (should aim to build to 6 months)	
Elections	£ 3,000.00	Elections	£ 4,500.00	Elections due May 2023 estimated costs circa £3k for one poll clerk	
Available Reserves	£ 24,365.56	Asset Replacement	£ 45,000.00	Funds should be built up to replace existing assets at the end of their life (Bus Shelters, Play Area Equipment, Surfacing, Pavilion etc.)	
		Bowling Club Toilet	£ 15,000.00	PC Contribution to Bowling Club Toilet Refurb due to be spent 2023/24	
		Guardrails	£ 7,000.00	Due to be spent 2023/24 (work already carried out)	
		Pavilion Guttering	£ 2,500.00	Carry forward to 2023/24	
<b>Total Reserves</b>	<b>£ 69,365.56</b>		<b>£ 107,746.90</b>		
Balance Brought Forward (Actual Reserves)	£95,488				
Difference	£ 26,122.44				

	Opening Balance b/f 01.04.22	Transfers to reserves 2022-23	Transfer from reserves 2022-23	Anticipated closing balance 31.03.23	Anticipated opening balance 01.04.23	Transfers to reserves 2023-24	Transfer from reserves 2023-24	Anticipated closing balance 31.03.24
<b>Earmarked Reserves</b>								
Elections	£ 3,000.00	£ 1,500.00		£ 4,500.00	£ 4,500.00	£ -	£ 4,500.00	£ -
Asset Replacement	£ -	£ 45,000.00		£ 45,000.00	£ 45,000.00	£ 10,000.00	£ -	£ 55,000.00
Bowling Club Toilet Rebuild		£ 15,000.00		£ 15,000.00	£ 15,000.00		£ 15,000.00	£ -
Guardrails	£ -	£ 7,000.00		£ 7,000.00	£ 7,000.00		£ 7,000.00	£ -
Pavilion Guttering	£ -	£ 2,500.00		£ 2,500.00	£ 2,500.00	£ -	£ 2,500.00	£ -
<b>Total Earmarked Reserves</b>	<b>£ 3,000.00</b>	<b>£ 71,000.00</b>	<b>£ -</b>	<b>£ 74,000.00</b>	<b>£ 74,000.00</b>	<b>£ 10,000.00</b>	<b>£ 29,000.00</b>	<b>£ 55,000.00</b>
<b>General Reserves</b>	<b>£ 92,488.00</b>		<b>£ 71,000.00</b>	<b>£ 21,488.00</b>	<b>£ 33,746.90</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 33,746.90</b>
Plus / minus anticipated year end surplus / deficit				£ 12,258.90	Plus / minus anticipated year end surplus / deficit			
<b>Total Reserves</b>	<b>£ 95,488.00</b>	<b>£ 71,000.00</b>	<b>£ 71,000.00</b>	<b>£ 107,746.90</b>	<b>£ 107,746.90</b>	<b>£ 10,000.00</b>	<b>£ 29,000.00</b>	<b>£ 88,746.90</b>

RESERVES REDUCED BY £29,000 in 2023/24 (+ £10,000 Asset Replacement)

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Precept	£ 58,713.60	£ 61,082.00	£ 63,417.00	£ 55,500.00	£ 65,763.00	£ 67,078.00	£ 73,785.80	£ 81,164.38	£ 90,892.63
Council Tax Base	1219.69	1252.77	1267.00	1277.92	1282.66	1273.90	1258.09	1252.86	1264.18
<b>Band D Tax</b>	<b>£ 48.14</b>	<b>£ 48.76</b>	<b>£ 50.05</b>	<b>£ 43.43</b>	<b>£ 51.27</b>	<b>£ 52.66</b>	<b>£ 58.65</b>	<b>£ 64.78</b>	<b>£ 71.90</b>
Percentage change (to Band D rate)	N/A	1.29%	2.65%	-13.23%	18.05%	2.70%	11.38%	10.46%	10.98%
Percentage change to income/precept		4.03%	3.82%	-12.48%	18.49%	2.00%	10.00%	10.00%	11.99%

Tax Base Notified by NWBC 21/12/22

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
		Band D Ctax	Band D Ctax	Band D Ctax	Band D Ctax	Band D Ctax	Band D Ctax	Band D Ctax
NWBC	£ 207.30	£ 207.30	£ 207.30	£ 207.30	£ 207.30	£ 212.30	£ 217.3	£ 222.30
WCC	£ 1,249.02	£ 1,298.88	£ 1,363.68	£ 1,431.81	£ 1,488.87	£ 1,533.51	£ 1,614.86	£ 1,716.07
WCC - Adult social care								
PCC	£ 191.98	£ 191.98	£ 203.98	£ 227.98	£ 237.97	£ 252.96	£ 262.71	£ 272.71
<b>WOPC</b>	<b>£ 48.76</b>	<b>£ 50.05</b>	<b>£ 43.43</b>	<b>£ 51.27</b>	<b>£ 52.66</b>	<b>£ 58.65</b>	<b>£ 64.78</b>	<b>£ 71.90</b>
<b>Total Council Tax (Avg Band D)</b>	<b>£ 1,697.06</b>	<b>£ 1,748.21</b>	<b>£ 1,818.39</b>	<b>£ 1,918.36</b>	<b>£ 1,991.80</b>	<b>£ 2,062.42</b>	<b>£ 2,140.72</b>	<b>£ 2,214.72</b>
WOPC +/-		£ 1.29	-£ 6.62	£ 7.84	£ 1.39	£ 5.99	£ 6.13	£ 7.12
WOPC +/-		£ 0.02	-£ 0.13	£ 0.15	£ 0.03	£ 0.12	£ 0.12	£ 0.14
% of Ctax attributable to WOPC		3%	3%	2%	3%	3%	3%	3%

7.12 extra per household per year (avg)

0.14 extra per household per week (avg)