

# BURES ST MARY PARISH COUNCIL

## *Finance Report 23<sup>rd</sup> November 2023*

| Expenditure                 | Budget 2023/24   | Expenditure at<br>23 <sup>rd</sup> November 2023 | Predicted spend to<br>come to year end |
|-----------------------------|------------------|--|--|
|                             |                  |  | All excl VAT                           |
| Clerk's Salary              | 6,420.00         | 3,336.59   | 2,720.00                               |
| Insurance                   | 700.00           | 739.84   | 0.00                                   |
| Administration              | 600.00           | 390.98   | 200.00                                 |
| Legal                       | 0.00             | 0.00   | 0.00                                   |
| Hall hire/Zoom              | 150.00           | 144.60   | 62.76                                  |
| Training                    | 300.00           | 0.00   | 0.00                                   |
| Audit fees                  | 300.00           | 290.00   | 0.00                                   |
| Subscriptions               | 500.00           | 435.86   | 64.14                                  |
| Elections                   | 1,286.77         | 152.12   | 0.00                                   |
| Data Protection             | 0.00             | 0.00   | 0.00                                   |
| Sportsground                | 8,500.00         | 8,500.00   | 0.00                                   |
| Cemetery                    | 6,000.00         | 6,000.00   | 0.00                                   |
| Community Centre            | 200.00           | 0.00   | 0.00                                   |
| Grounds maintenance         | 5,500.00         | 4,931.24   | 2,000.00                               |
| Lighting                    | 400.00           | 579.82   | 0.00                                   |
| Lighting loan               | 0.00             | 0.00   | 0.00                                   |
| Gritting                    | 250.00           | 133.11   | 116.89                                 |
| Repairs                     | 200.00           | 83.63  | 116.37                                 |
| SID                         | 300.00           | 119.48   | 0.00                                   |
| Projects                    | 0.00             | 0.00   | 0.00                                   |
| Christmas lights            | 0.00             | 0.00   | 0.00                                   |
| Donations S137/parish items | 500.00           | 20.00  | 0.00                                   |
|                             | <b>32,106.77</b> | <b>25,857.27</b>                                 | <b>5,280.16</b>                        |

### **Bank balances as at 23<sup>rd</sup> November 2023**

|                           |                                  |
|---------------------------|----------------------------------|
| Business Instant Account: | 9,522.03                         |
| Treasurer's Account:      | 6,922.12_(when all cheques paid) |
|                           | <b>16,444.15</b>                 |

### **Plus**

|                    |        |
|--------------------|--------|
| Street Clean grant | 812.76 |
|--------------------|--------|

### **Less**

|                                     |          |
|-------------------------------------|----------|
| Predicted spend to come to year end | 5,280.16 |
| 25% Retention Buffer                | 5,000.00 |

### **Less Earmarked**

|  |          |
|--|----------|
| Christmas Lighting Fund                | 844.05   |
| Jubilee Fund reserved for an event     | 225.00   |
| Jubilee Fund reserved for Europa Bures | 185.00   |
| CIL Fund unspent                       | 5,428.60 |

|                         |               |
|-------------------------|---------------|
| <b>Residual Balance</b> | <b>294.10</b> |
|-------------------------|---------------|

### Explanations:

Agreed to movement of Elections expenditure out of predicted budget - £1,286.77. Parish Council election costs £152.12 only from BDC..

HMRC Payroll and Dropbox allocated to Admin budget. Clerk's tax to be paid online via HMRC system. Lighting loan has ended.

Grounds maintenance budget predicted overspend however still to receive £812.76 Street Clean grant. Community Centre £200 budget for telephone line rental no longer required as the telephone has been removed from the Centre.

Cost for Coronation coins £507.00 recouped £578.50 from BHPC and sales. Remaining coin sold for £5. Bench replacement cost £730.00 recouped from insurance claim and donations £710.00. £20 difference met from S137.

Members to take a pause on training for this year.- budget has been removed.

Donation budget set at Nil thus allowing residual balance to remain positive.

Further CIL pending from old bus depot site build.

Sportsground Committee refunded the BSMPC £2,000 tennis court contribution – to be set aside for bus shelter repairs.

|                      |   |
|----------------------|---|
| CIL Fund:            | 7,826.93                                  |
| Allocation:          |   |
| SID                  | 3,050.00 Spent                            |
| SID poles            | 380.00 Spent                              |
| SID STC costs        | 300.00 Spent                              |
| Bench                | 250.00 Spent                              |
| Tennis courts        | 2,000.00 Spent – refunded by SG Committee |
| Telephone box        | 400.00 Spent                              |
| QLS                  | 142.50 Spent                              |
| Land registration    | 539.00 Spent                              |
| SID STC costs        | 743.08 Spent                              |
| Jubilee bench plaque | 22.35 Spent                               |

**Unspent CIL funds 2,000.00 - set aside for bus shelter repairs**

**2<sup>nd</sup> CIL fund 3,428.60 - still to be allocated**

**There was no Standing Orders or Direct Debit payments made during the period  
29<sup>th</sup> September 2023 to 23<sup>rd</sup> November 2023**

**There were no Bank Transfers made between accounts during the period  
29<sup>th</sup> September 2023 to 23<sup>rd</sup> November 2023**

**There were 16 BACS transfers paid from the Treasurers A/C during the period  
29<sup>th</sup> September 2023 to 23<sup>rd</sup> November 2023**

|                              |                 |
|------------------------------|-----------------|
| Cemetery Authority           | <b>3,000.00</b> |
| Sportsground Committee       | <b>4,250.00</b> |
| Mrs J Wright (salary)        | <b>97.25</b>    |
| Mrs G Turner (salary)        | <b>183.37</b>   |
| Community Centre (hall hire) | <b>20.92</b>    |
| C Series (street clean)      | <b>214.00</b>   |
| Mr G Vaughan (grounds maint) | <b>222.50</b>   |
| Glasdon UK Ltd (grit bin)    | <b>159.73</b>   |
| A.B.R.Sainsbury (IT)         | <b>14.40</b>    |

|                                    |               |
|------------------------------------|---------------|
| Mrs G Turner (salary)              | <b>183.17</b> |
| Mrs J Wright (salary)              | <b>116.53</b> |
| C Series (street clean)            | <b>214.00</b> |
| Lights4fun (Xmas lights)           | <b>379.99</b> |
| Mr G Vaughan (grounds maint)       | <b>247.50</b> |
| One Stop Promotions (flagpoles)    | <b>387.00</b> |
| Community Action Suffolk (website) | <b>60.00</b>  |

**The following payments to be agreed at meeting:**

None

**Income received prior to meeting:**

|                        |                             |          |
|------------------------|-----------------------------|----------|
| Babergh DC             | Street Clean contribution   | 406.38   |
| Bures Hamlet PC        | 50% website                 | 30.00    |
| Resident               | Coronation coin sale        | 5.00     |
| Sportsground Committee | Clerk's tax                 | 45.80    |
| Sportsground Committee | Clerk's tax                 | 45.60    |
| Sportsground Committee | Clerk's salary              | 183.17   |
| Sportsground Committee | Clerk's salary              | 183.37   |
| Lloyds Bank            | Interest                    | 10.50    |
| Babergh DC             | CIL contribution            | 3,428.60 |
| BHPC                   | Reimbursement D Manning inv | 550.00   |
| BHPC                   | Reimbursement C Series inv  | 720.00   |