

Budget Monitoring Report to Shevington PC Finance Committee  
Wednesday, 4 September 2019

The Committee are invited to note and accept this budget monitoring report.

<i>Note – Salary Costs are to the end of August (Period 5). Expenditure is to 1 September 2019.</i>	
Administrative	<p>All cost centres are on line.</p> <p>The donations received at the end of the Annual Parish Walk have been included in the 'Chairman's Expenses/Allowance' line as have the subsequent donations made to the approved Charities.</p> <p>The available amount in the 'Clerks/Cllrs Training, etc' cost centre has reduced by £50 because the course fees for two members to attend training have been paid.</p> <p>The Council has not yet received an invoice for the 2019 election costs.</p>
Community	<p>Expenditure to date is shown.</p> <p>Only £100 remain available under 'Financial Aid'. If new applications for grants are received in before the end of the financial year, it will be necessary to either vire additional amounts from the 'Expenditure Contingency' cost centre or to refuse them if that £100 cannot cover the grant awarded.</p> <p>The 'Risk Management' cost centre includes the cost of maintenance of the CCTV system in the centre of Shevington, for which we have not yet been invoiced.</p> <p>The 'Christmas Decorations' cost centre includes an amount rolled pver from the 2018/19 financial year for the lamp post motifs in the centre of Shevington, for which we have not yet been invoiced. Funds will need to be vired from 'Expenditure Contingency' or 'General Reserves' to cover the costs of any additional Christmas decorations approved for this year.</p>
Maintenance	All cost centres show expenditure up to date and are on line.
Projects	<p>Most funds allocated to 'Projects' are fully committed.</p> <p>It is anticipated that there are likely to be greater demands on the 'Street Furniture' cost centre and that additional funds will need to be vired to cover the cost of those demands.</p>
Expenditure Contingency	Funds from this cost centre may be used for any purpose and virement to other cost centres can be approved either by the Committee or full Council.
VAT	This line records the VAT expended to date. A claim for £3,288 was submitted to the HMRC at the end of July. As a public body the Parish Council are legally entitled to re-claim VAT on expenditure for what are considered to be its 'non-business' activities.
Projected Budgeted Expenditure	The line indicates estimates of projected cumulative budgeted expenditure (ex VAT). At present the Council's expenditure appears to be running below projection.
Reserves	<p>The 'Reserves' are as calculated to be on 1 September 2019.</p> <p>The bank statements are due this coming week and these figures may need adjustment once they have been received.</p>
Income	<p>This is reported each month to full Council on the 'Payments Schedule' as it is received.</p> <p>All leaseholders have been invoiced recently.</p> <p>£95 are still outstanding in allotment plot rents, which are payable by the end of July. All tenants who were in arrears were sent reminders in early August.</p> <p>Total income so far this year has been £80,389, of which £69,889 was from the precept and £8,813 from the Council Tax Support Grant.</p>

At the Finance Committee meeting in June the Clerk was asked to introduce columns in the budget tracker to inform members of the amount in each cost centre that had already been committed and the amount remaining available. Members are asked to note that this has been done and most cost centres are fully committed, although not expended.

The Committee are advised that this budget tracker is a snapshot of the Council's financial status on the last date on which it was completed.