

# Sutton Parish Council

## Budget & Precept 2019 -2020

Approved 8<sup>th</sup> January 2019

## Annual Budget - By Centre

## Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>100</b>	<b>Administration</b>									
1076	Precept	128,376	128,376	131,721	131,721	131,721	0	136,054	0	0
1140	Employer Pension Contrib. Inco	0	0	0	-945	0	0	0	0	0
1230	Photocopier	0	22	0	0	0	0	0	0	0
1250	Hire of Projector	0	90	50	15	50	0	50	0	0
	<b>Total Income</b>	128,376	128,488	131,771	130,791	131,771	0	136,104	0	0
4650	Connections Bus	0	0	7,500	2,805	8,415	0	8,514	0	0
	<b>Direct Expenditure</b>	0	0	7,500	2,805	8,415	0	8,514	0	0
4000	Office Staff Cost	42,912	42,709	44,011	31,351	44,011	0	45,500	0	0
4015	Employee Expenses	200	152	200	54	150	0	150	0	0
4020	Employer NIC	5,000	4,289	5,050	2,334	5,050	0	5,250	0	0
4045	Cambs ACRE PAYE	550	458	200	0	150	0	150	0	0
4050	Employer Pension Contrib Costs	11,999	10,968	12,119	8,063	12,119	0	13,000	0	0
4055	Facilities Staff	14,970	15,541	19,208	14,525	19,208	0	22,000	0	0
4065	Facilities Overtime	0	0	1,000	238	1,000	0	1,000	0	0
4075	Lengthsman Staff	11,000	10,700	11,110	7,490	11,100	0	11,470	0	0
4085	Youth service staff	0	0	2,500	0	0	0	0	0	0
4120	Subscriptions	1,200	1,127	1,200	918	1,200	0	1,200	0	0
4125	Training/Conferences	1,750	1,512	1,750	530	1,500	0	1,750	0	0
4135	Phone/Internet	1,350	829	1,200	536	1,200	0	1,200	0	0
4140	Admin Costs	950	591	850	329	500	0	850	0	0
4145	Photocopier	1,200	842	1,000	759	1,200	0	1,000	0	0

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## Sutton Parish Council 2018/2019 current year

## Annual Budget - By Centre

## Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4150	Data Protection Fee	35	35	35	60	60	0	40	0	0
4155	Computer Equip & Support	1,400	1,400	1,500	479	1,500	0	1,500	0	0
4160	Insurance	6,050	4,762	6,050	0	6,050	0	6,050	0	0
4175	ICCM	90	90	90	90	90	0	90	0	0
4580	Licence: The Glebe	180	180	180	180	180	0	180	0	0
<b>Overhead Expenditure</b>		100,836	96,183	109,253	67,936	106,268	0	112,380	0	0
<b>Movement to/(from) Gen Reserve</b>		27,540	32,304	15,018	60,050	17,088		15,210		
<b>150</b>	<b>Finance</b>									
1090	Interest Rcvd	1,000	-26	1,000	98	1,000	0	1,000	0	0
1100	Income from RBL Lease	1,500	1,500	1,500	0	1,500	0	1,500	0	0
1150	Community Infrastructure Levy	0	3,423	0	5,921	5,921	0	0	0	0
1260	Income from youth service	0	0	2,500	0	0	0	0	0	0
1270	Rent of site (Kebab Van)	0	1,000	0	1,000	1,000	0	1,000	0	0
<b>Total Income</b>		2,500	5,897	5,000	7,019	9,421	0	3,500	0	0
4100	Audit Fees	1,000	847	1,000	-91	1,000	0	1,000	0	0
4110	Loan Repayments	18,289	18,289	17,644	8,903	17,644	0	16,999	0	0
4140	Admin Costs	0	107	72	82	82	0	100	0	0
<b>Overhead Expenditure</b>		19,289	19,243	18,716	8,894	18,726	0	18,099	0	0
<b>150 Net Income over Expenditure</b>		-16,789	-13,346	-13,716	-1,875	-9,305	0	-14,599	0	0
6001	less Transfer To EMR	0	3,423	0	5,921	5,921	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>		(16,789)	(16,769)	(13,716)	(7,795)	(15,226)		(14,599)		

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## Annual Budget - By Centre

Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>200</b>	<b><u>Communications &amp; PR</u></b>									
4200	Newsletter	165	215	215	225	175	0	225	0	0
4210	Website	390	423	390	390	390	0	390	0	0
4225	PR	50	0	50	49	49	0	50	0	0
	<b>Overhead Expenditure</b>	605	638	655	664	614	0	665	0	0
	<b>Movement to/(from) Gen Reserve</b>	(605)	(638)	(655)	(664)	(614)		(665)		
<b>250</b>	<b><u>Grants Made</u></b>									
4300	Section 137	594	1,258	0	1,162	1,872	0	0	0	0
4310	Minor Grants Scheme	6,656	9,251	2,250	276	1,389	0	2,250	0	0
	<b>Overhead Expenditure</b>	7,250	10,508	2,250	1,438	3,261	0	2,250	0	0
	<b>Movement to/(from) Gen Reserve</b>	(7,250)	(10,508)	(2,250)	(1,438)	(3,261)		(2,250)		
<b>300</b>	<b><u>Play Area/ Open Space</u></b>									
1240	CCF Grant - Play area	0	0	0	0	57,242	0	0	0	0
	<b>Total Income</b>	0	0	0	0	57,242	0	0	0	0
4025	Groundsman	500	330	500	406	500	0	500	0	0
4400	Repairs & Maintenance	2,000	737	6,390	17,602	63,827	0	1,000	0	0
4405	ROSPA & ECDC Inspection	250	168	250	138	250	0	350	0	0
	<b>Overhead Expenditure</b>	2,750	1,234	7,140	18,145	64,577	0	1,850	0	0
	<b>300 Net Income over Expenditure</b>	-2,750	-1,234	-7,140	-18,145	-7,335	0	-1,850	0	0
6000	plus Transfer From EMR	0	0	0	4,390	0	0	0	0	0

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## Sutton Parish Council 2018/2019 current year

## Annual Budget - By Centre

Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>		<u>(2,750)</u>	<u>(1,234)</u>	<u>(7,140)</u>	<u>(13,755)</u>	<u>(7,335)</u>		<u>(1,850)</u>		
<b>310</b>	<b><u>Highway and Conservation</u></b>									
1105	Income from Agency Services	1,725	1,814	1,814	1,814	1,814	0	1,814	0	0
1125	Income from Recycling Area	540	450	450	225	225	0	0	0	0
2010	Christmas tree donation	0	440	440	290	440	0	440	0	0
	<b>Total Income</b>	<u>2,265</u>	<u>2,704</u>	<u>2,704</u>	<u>2,329</u>	<u>2,479</u>	<u>0</u>	<u>2,254</u>	<u>0</u>	<u>0</u>
5035	PFHI 2018	0	0	0	500	500	0	0	0	0
5040	Tree surveys	0	0	0	0	0	0	500	0	0
	<b>Direct Expenditure</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>
2000	Christmas Trees/lights	1,499	1,799	1,485	2,006	2,006	0	2,006	0	0
4430	Agency Services Costs	1,725	1,164	1,814	936	1,814	0	1,814	0	0
4435	Street Lighting	400	796	400	0	400	0	400	0	0
4440	Street Furniture	0	87	0	1,535	1,535	0	0	0	0
4450	Local Highway Improvement	8,831	8,831	0	-3,576	0	0	0	0	0
4645	VAS Warranty Plan	0	489	0	0	0	0	0	0	0
5025	Sutton Spring Clean	100	73	50	-73	0	0	50	0	0
	<b>Overhead Expenditure</b>	<u>12,555</u>	<u>13,238</u>	<u>3,749</u>	<u>829</u>	<u>5,755</u>	<u>0</u>	<u>4,270</u>	<u>0</u>	<u>0</u>
	<b>310 Net Income over Expenditure</b>	<u>-10,290</u>	<u>-10,534</u>	<u>-1,045</u>	<u>1,000</u>	<u>-3,776</u>	<u>0</u>	<u>-2,516</u>	<u>0</u>	<u>0</u>
6000	plus Transfer From EMR	0	1,256	0	5,667	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(10,290)</u>	<u>(9,278)</u>	<u>(1,045)</u>	<u>6,667</u>	<u>(3,776)</u>		<u>(2,516)</u>		
<b>320</b>	<b><u>Neighbourhood Planning</u></b>									

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## Annual Budget - By Centre

## Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1180	NP Grant Rcvd	2,000	3,509	0	6,517	6,517	0	0	0	0
	<b>Total Income</b>	2,000	3,509	0	6,517	6,517	0	0	0	0
4465	NP Research	2,000	3,258	0	5,167	6,517	0	0	0	0
	<b>Overhead Expenditure</b>	2,000	3,258	0	5,167	6,517	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	251	0	1,350	0		0		
<b>330</b>	<b><u>Burial Ground</u></b>									
1185	Income from Burials	1,300	2,672	1,400	1,393	1,500	0	1,500	0	0
	<b>Total Income</b>	1,300	2,672	1,400	1,393	1,500	0	1,500	0	0
4400	Repairs & Maintenance	737	108	500	165	530	0	500	0	0
4470	Burial Ground Skip Hire	550	712	700	434	700	0	700	0	0
4480	Garden of Remembrance	0	45	0	16	16	0	0	0	0
4485	Non-domestic Rates Expenses	300	266	300	247	300	0	300	0	0
	<b>Overhead Expenditure</b>	1,587	1,130	1,500	861	1,546	0	1,500	0	0
	<b>330 Net Income over Expenditure</b>	-287	1,542	-100	532	-46	0	0	0	0
6000	plus Transfer From EMR	0	149	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(287)	1,691	(100)	532	(46)		0		
<b>340</b>	<b><u>Allotments</u></b>									
1190	Income from Rent	2,309	2,301	2,309	2,211	2,309	0	2,309	0	0
1195	Income: Allotment Drain Rates	350	326	350	-17	350	0	350	0	0

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## Annual Budget - By Centre

Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1200	Income from Admin	40	40	40	38	40	0	40	0	0
	<b>Total Income</b>	2,699	2,666	2,699	2,232	2,699	0	2,699	0	0
4140	Admin Costs	40	0	40	0	40	0	40	0	0
4500	Rent	1,800	1,800	1,800	900	1,800	0	1,800	0	0
4505	Allotment Drainage Rates	350	326	350	0	350	0	350	0	0
	<b>Overhead Expenditure</b>	2,190	2,126	2,190	900	2,190	0	2,190	0	0
	<b>Movement to/(from) Gen Reserve</b>	509	541	509	1,332	509		509		
<b>350</b>	<b><u>Facilities Services</u></b>									
4520	Safety & Security	1,635	2,230	1,300	1,271	1,300	0	1,400	0	0
4525	Cleaning Materials	665	623	900	492	900	0	800	0	0
4530	Sanitation	1,200	1,801	1,300	1,110	1,300	0	1,350	0	0
4630	Health & Safety Clothing	63	78	100	59	59	0	100	0	0
4640	Lengthsman equipment	0	-21	150	0	150	0	250	0	0
	<b>Overhead Expenditure</b>	3,563	4,711	3,750	2,933	3,709	0	3,900	0	0
6000	plus Transfer From EMR	0	595	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(3,563)	(4,116)	(3,750)	(2,933)	(3,709)		(3,900)		
<b>360</b>	<b><u>Community Room</u></b>									
1190	Income from Rent	1,134	740	950	295	400	0	500	0	0
	<b>Total Income</b>	1,134	740	950	295	400	0	500	0	0
4400	Repairs & Maintenance	500	37	100	0	50	0	0	0	0

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## Annual Budget - By Centre

## Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4485	Non-domestic Rates Expenses	570	524	570	486	570	0	570	0	0
4545	Electricity	400	124	200	86	100	0	100	0	0
	<b>Overhead Expenditure</b>	1,470	685	870	572	720	0	670	0	0
	<b>Movement to/(from) Gen Reserve</b>	(336)	54	80	(277)	(320)		(170)		
<b>400</b>	<b><u>Football Pitches</u></b>									
4400	Repairs & Maintenance	1,000	547	1,000	781	1,000	0	1,000	0	0
4490	Grass Cutting	1,400	1,099	1,400	1,264	1,400	0	1,400	0	0
	<b>Overhead Expenditure</b>	2,400	1,646	2,400	2,045	2,400	0	2,400	0	0
	<b>Movement to/(from) Gen Reserve</b>	(2,400)	(1,646)	(2,400)	(2,045)	(2,400)		(2,400)		
<b>420</b>	<b><u>Playing Field &amp; Paddock</u></b>									
4490	Grass Cutting	900	890	900	763	900	0	900	0	0
4500	Rent	225	775	225	191	225	0	225	0	0
	<b>Overhead Expenditure</b>	1,125	1,665	1,125	954	1,125	0	1,125	0	0
	<b>Movement to/(from) Gen Reserve</b>	(1,125)	(1,665)	(1,125)	(954)	(1,125)		(1,125)		
<b>440</b>	<b><u>Pavilion</u></b>									
1190	Income from Rent	10,324	7,149	8,500	4,019	5,000	0	5,500	0	0
	<b>Total Income</b>	10,324	7,149	8,500	4,019	5,000	0	5,500	0	0
4400	Repairs & Maintenance	3,703	5,448	1,750	1,675	1,750	0	0	0	0
4485	Non-domestic Rates Expenses	2,500	2,283	2,500	2,117	2,500	0	2,500	0	0
4545	Electricity	0	17	0	0	0	0	0	0	0

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## Sutton Parish Council 2018/2019 current year

## Annual Budget - By Centre

## Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4550	Utilities	4,400	3,104	4,000	2,037	3,000	0	4,000	0	0
	<b>Overhead Expenditure</b>	10,603	10,853	8,250	5,829	7,250	0	6,500	0	0
	<b>440 Net Income over Expenditure</b>	-279	-3,704	250	-1,810	-2,250	0	-1,000	0	0
6000	plus Transfer From EMR	0	1,144	0	1,425	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(279)	(2,560)	250	(385)	(2,250)		(1,000)		
<b>460</b>	<b><u>Brooklands Centre</u></b>									
4400	Repairs & Maintenance	1,000	509	1,000	221	1,000	0	1,000	0	0
	<b>Overhead Expenditure</b>	1,000	509	1,000	221	1,000	0	1,000	0	0
	<b>Movement to/(from) Gen Reserve</b>	(1,000)	(509)	(1,000)	(221)	(1,000)		(1,000)		
<b>480</b>	<b><u>The Glebe</u></b>									
1190	Income from Rent	18,522	18,619	17,000	11,368	17,000	0	17,000	0	0
1235	Refund - Utilities	0	0	0	195	0	0	0	0	0
2015	ECDC Grant	0	3,627	0	0	0	0	0	0	0
	<b>Total Income</b>	18,522	22,246	17,000	11,563	17,000	0	17,000	0	0
4400	Repairs & Maintenance	1,962	2,509	3,313	2,492	3,313	0	0	0	0
4485	Non-domestic Rates Expenses	2,900	2,749	2,900	2,549	2,900	0	2,900	0	0
4525	Cleaning Materials	0	13	0	0	0	0	0	0	0
4550	Utilities	6,000	2,770	4,000	1,610	3,000	0	4,000	0	0
4585	External - drive/car park	0	1,104	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	10,862	9,146	10,213	6,651	9,213	0	6,900	0	0

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## Annual Budget - By Centre

Note: 2018/2019 Budget

		<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>480 Net Income over Expenditure</b>		7,660	13,101	6,787	4,912	7,787	0	10,100	0	0
6000	plus Transfer From EMR	0	2,941	0	2,490	0	0	0	0	0
6001	less Transfer To EMR	0	-317	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>		<u>7,660</u>	<u>16,359</u>	<u>6,787</u>	<u>7,402</u>	<u>7,787</u>		<u>10,100</u>		
<b><u>500 Contingencies Earmarked Funds</u></b>										
4610	Contingency	4,770	150	5,000	0	1,000	0	5,000	0	0
4620	Asset Replacement Fund	1,043	865	1,000	397	1,000	0	1,000	0	0
<b>Overhead Expenditure</b>		5,813	1,015	6,000	397	2,000	0	6,000	0	0
6000	plus Transfer From EMR	0	957	0	189	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>		<u>(5,813)</u>	<u>(58)</u>	<u>(6,000)</u>	<u>(208)</u>	<u>(2,000)</u>		<u>(6,000)</u>		
<b><u>520 Vehicles</u></b>										
5030	Van Insurance	437	437	500	442	442	0	500	0	0
<b>Direct Expenditure</b>		437	437	500	442	442	0	500	0	0
5000	Lease of vehicle	2,700	1,863	2,430	1,640	2,430	0	2,430	0	0
5020	Fuel for vehicle	360	315	400	168	350	0	400	0	0
<b>Overhead Expenditure</b>		3,060	2,178	2,830	1,808	2,780	0	2,830	0	0
<b>Movement to/(from) Gen Reserve</b>		<u>(3,497)</u>	<u>(2,615)</u>	<u>(3,330)</u>	<u>(2,250)</u>	<u>(3,222)</u>		<u>(3,330)</u>		

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## Sutton Parish Council 2018/2019 current year

## Annual Budget - By Centre

## Note: 2018/2019 Budget

	<u>2017/2018 (Last Year)</u>		<u>2018/2019 (Current Year)</u>				<u>2019/2020 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Total Budget Income</b>	169,120	176,071	170,024	166,159	234,028	0	169,057	0	0
<b>Expenditure</b>	189,395	180,403	189,891	129,990	249,008	0	184,043	0	0
<b>Net Income over Expenditure</b>	<u>-20,275</u>	<u>-4,331</u>	<u>-19,867</u>	<u>36,169</u>	<u>-14,980</u>	<u>0</u>	<u>-14,986</u>	<u>0</u>	<u>0</u>
plus Transfer From EMR	0	7,042	0	14,161	0	0	0	0	0
less Transfer To EMR	0	3,106	0	5,921	5,921	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(20,275)</u>	<u>(395)</u>	<u>(19,867)</u>	<u>44,409</u>	<u>(20,901)</u>		<u>(14,986)</u>		