

Report to: Shavington-cum-Gresty Parish Council
Date: 4 September 2019
Subject: Budget Monitoring (2019-2020) – Position at 31 July 2019

1 INTRODUCTION

This report is to accompany the enclosed budget monitoring statement for the period 1 April 2019 to 31 July 2019.

In view of the critical report of the Internal Auditor following his audit of the accounts 2018-2019, the Council is asked to consider if any changes can be made to the revised estimates to 31 March 2020..

2 NOTES ON BUDGET MONITORING SCHEDULE

Line 8 Purchase of laptop computer for Clerk - £2,000

Suggest transferring this to 2020-2021.

Line 18 Best-Dressed House at Christmas - £500

Although not included in this budget, a new event has been added (Halloween – 31 October 2019). It is suggested that these two events be funded from the Community Engagement budget at line 36.

Line 20 Design Work

The Parish Council has now entered into a contract with Brave Little Tank and its monthly fee is paid by direct debit; a total of £1,080 (£900 net and £180 VAT).

In addition, there is a cost for the quarterly strategy meetings and these are £492.50 plus £98.50 VAT.

Line 30 Collation of Newsletter - £2,500

Although a sum of £2,500 was included in the budget, the current costs indicate that this will be approximately £1,500 for the current year.

Line 36 Community Engagement - £1,000

The allocation of £1,000 will be used to assist in funding the cost of, for example, the Halloween event which is a new event introduced after the budget was agreed.

Lines 46-52 Neighbourhood Plan

There was no allocation included in the budget for 2019-2020. The costs to date are approximately £1,750. Regulation 15 is the next stage of the process and will require funding. The Chairman of the Steering Group, in consultation with the Clerk, is preparing a list of items for which a grant application can be made to Locality UK.

The grant cannot be retrospective, so this is a matter of some urgency if the next stage of the process is to be funded outside the Parish Council's budget.

Line 56 Remembrance Sunday – 10 November 2019

There is no specific budget for the new arrangements this year, but a sum of £400 has now been included. The likely amount is unknown at this stage.

Line 69 Wi-Fi Service - £700

The cost of the Wi-Fi service is £67.80 per month. To date it is £406.80 and to fund the remainder of the year will cost a further £550.

Line 76 Village Hall – Scottish Power supply - £1,500

The budget for the year is £1,500.00. To date, only £200 has been spent. It could be that there will be increased usage during the winter months, but the revised estimate to 31 March 2020 has been amended to £700.

**Lines 81 Projects for the year (Parcel of land; OR Refurbishment of upstairs meeting
and 82 room and downs lounge) £20,000.**

At this stage in the financial year, it is unlikely that the parcel of land can be purchased. The Parish Council is currently in discussion with a land agent to identify a suitable parcel of land in the parish.

If a parcel of land can be identified, the Parish Council would then be required to carry out a formal consultation with the residents of the parish and there must be evidence of this consultation before approval of a loan can be granted. This scheme is unlikely to be completed in this financial year.

The other option was to carry out refurbishment of the upstairs meeting room and the downstairs lounge. Painting of the upstairs meeting room has already been done. It might be prudent to remove the £20,000.

Line 84 Parish Boundary Signs - £3,000

A quotation from Cheshire East Highways is awaited. Although this is a scheme 'close to the hearts' of Members, it will need to be considered for priority along with other items.

An option would be to proceed with the scheme. It is unlikely to be completed within this current financial year. There will be design work to be undertaken, a survey of the locations, and then the manufacture of the signs.

Line 85 Unallocated Reserves - £10,000

This has been revised to £2,000 in the revised estimates to 31 March 2020 to try to improve the overall financial position.
