Broadclyst Parish Council
Income Expenditure Second Quarter 2020/21 (to 30.09.2020)
Budget Monitoring and Reporting of variances and virements

Reported for Monitoring

I/E Code	Cost Centre	Description	Year to date	20/21 budget	Variance (£)	%	Note(s)	Action(s)
1300	100	Misc income	3,241	100	3,141	3241%	Income from external supprt by clerk to Bishops Clyst Parish Council	Note
1310	100	handyman income	0	500	500	0%	Catching up on backlong of work and Covid has not allowed handyman to undertake any external work	Note
4130	110	Subscriptions	4,880	3,000	-1,880	163%	This includes the Microsoft 365 licences (£2,125.61); recommend this budget line be increased in 2021 to £5,000 accordingly.	Budget
4170	130	Office rent	6,104	8,500	2,396	72%	Third quarter included in this figure	Note
4220	150	Broadsheet	2,191	5,500	3,309	40%	Two editions paid, second issue was smaller as covid-edition. Christmas and Spring edition costs anticipated to be higher as using more expensive paper and increased number of copies.	Monitor and review 31.12.2020
4260	150	Fun Day	0	2,500	2,500	0%	To be shared out in third quarter	
1600	160	P3 grant	1,500	1,000	500	150%	Increased grant to reflect works carried out	Note
4310	160	Visibility splay works	3,561	7,000	3,439	51%	1,750 spend from EMR for 19/20 Q4 inv; further 5,433 to spend in 20/21. Q1 20/21 (1,811); Qtrs 2-4 to follow (5,434) with 5,189 available in 20/21 budget. Grant of 1,455 towards this exp.	244 deficit. Sufficient overall when grant funding applied
4330	160	Lengthsman	196	5,000	4,804	4%	Covid has inpacted this work. Winter gulley clearance and ditching to be done. DCC carried out vergre ploughing that saved parish direct cost	Note
4340	160	Parish Clock	0	250	250	0%	Service late due to covid	Note
4370	160	Dog bins	0	5,600	5,600	0%	Invoices come in later in the year	Note
4380	160	Refuse	0	600	600	0%		
4490	160	Bus shelters	0	500	500	0%	Maint has been carried out but in house and using stock materials/paint, so no additional cost to date	Note
4540	160	Grounds maint	1,645	4,500	2,855	37%	Maint costs reduced by taking work back in house	Note
4440	180	Clyst room	0	500	500	0%	Internal repairs needed - on list to do	Note
1900	190	Pavilions income	484	6,500	-6,016	7%	Covid cancelled most bookings and sports use. Significant impact. Building was used as food bank March-Aug.	Continue to encourage alternative use such as home education group. Note at year end
4560/4570	200	Play area inspection/service	226	1,750	1,524	13%	Play area shut March-July. Work done in house has saved costs	Note
1910	210	Bowls income	0	1,832	1,832	0%	Bowls unable to meet due to Covid	Note
4600	210	Bowls exp	1,934	5,000	3,066	39%	Autumn maint and sprinkler service to be done.	Reduce cost by taking in house. Budget 5,000
4535	250	Westclyst Sports Pitch	5,958	14,000	8,042	43%	5/12 inv paid; 8,342 to pay in 20/21, so will have a deficit of 300	Vire deficit from 4530 / 190 (Broadclyst pitch)

Covid

I/E Code	Cost Centre	Description	Spend as at 30.09.2020	Total to date	Balance		Note(s)
1150	265	Residents shopping reimbursement	152		29		Imbalance due to shopping being done at end March 2020 but not paid back to council until early April 2020.
4820	265	Resident shopping expenditure	123				
1155	265	Covid grants	3,443	3,468			
1155	265	Covid donations	25				
4821	265	Food bank shopping (essential items)	2,015	2,015	1,453		Grant funding remaining as at 30.09.2020
4822	265	Food bank operational costs	2,080				Cost to council of setting up, equiping and delivery/rental of food bank. Includes volunteer mileage. Ongoing rental net 152 pcm
4825	265	Covid PPE / general exp	1,504				Cost to council of complying with covid legislation ref PPE, specialised cleaning materials, signage, visitors books etc across all areas of the council's operation.

Spend from EM Reserves in Q1 and Q2

350	230	Neighbourhood Plan	1,150				No operational costs for NP in 20/21 budget; spend from EMR for mapping software and locality conference in Q1 and Q2
383	160	Visibility Splay cutting	1,750				Spent from EMR for Q4 19/20 inv.
392	210	Bowls seeds/fertilizers	912				Spend in spring of 19/20 but invoice not received until Q1 20/21

Recommendation:
That the report be noted.

Proposed: Cllr Seconded Cllr
Minute ref F20/19iv; 26.11.2020