

BUDGET REPORT TO F,B & S Committee 23/07/20 & Full Council 4/08/20 ACCOUNTS TO END JUNE 2020

AT THE END OF JUNE COUNCIL WAS 1/4 (25%) OF THE WAY THROUGH THE FINANCIAL YEAR. IT HAD RECEIVED 41.2% OF ITS ANNUAL BUDGETED INCOME AND SPENT 20.3% OF ITS ANNUAL BUDGETED EXPENDITURE

Council has received the first instalment of the precept (£329,875.50). Some cost centres are showing a potential overspend, though many will even out over the year (eg Subscriptions at 77.5% & Insurance at 99.7%) as these are paid annually at the beginning of the financial year. Due to COVID-19 Council has received NO income from hall hires except for pre-payments carried over, nor any commission. Burial & Memorial fees are much lower than anticipated, and will result in a £10,772 deficit if they continue at the same rate.

Council has received the first instalment of CIL receipts (£2,482.24), but this is an unknown quantity and varies according to planning consents granted in Costessey. There is a Property Maintenance EMR which will be used to fund property maintenance and smooths out the variable peaks & troughs over the years. The Costessey Centre for example is about to have a five-year electrical check.

Computer Software & IT is likely to have an overspend. The office requires a new server warranty at £375, and some members have requested support with a device.

THERE IS LIKELY TO BE A CONSIDERABLE SHORTFALL IN INCOME OVER THE YEAR DUE TO THE LONG-TERM CLOSURE OF THE COMMUNITY HALLS FOLLOWING GOVERNMENT GUIDELINES ON LOCKDOWN, AND COUNCIL IS LIKELY TO HAVE TO FUND THE YEAR END (MARCH 2021) DEFICIT FROM ITS RESERVES. CTC STAFF COSTS ASSOCIATED WITH CLEANING AND CARETAKING HALLS WILL BE INCURRED WHEN THE HALLS RE-OPEN AND WILL BE SET AGAINST 4016 JANITORIAL CODE. 4016 CURRENTLY HAS AN UNDERSPEND, AS CONTRACTED STAFF ARE FURLOUGHED, AND OTHER ASPECTS OF THE CONTRACT WERE SUSPENDED DURING LOCKDOWN. DURING HALL CLOSURE UTILITIES WILL REDUCE, BUT THE COUNCIL IS NOT ELIGIBLE FOR ANY RATE RELIEF.

Cost Centre 101 - General Administration

4009: Travel: (33%): Essential Car User Allowances & Mileage. Budget reduced from two years ago but increasing. **POTENTIAL OVERSPEND**

4024: Subscriptions / Publications: (77.5%). Often paid annually at the beginning of the financial year. This should even out over the year.

4025: Insurance: (99.7%) One-off payment plus increase in policy after re-valuations. See 4059 split against all premises.

4026: Photocopier / Hire Charges: (27.4%): **POTENTIAL OVERSPEND**

4027: Computer Software & IT: (38.8%) Purchase of two replacement laptops plus regular IT support/updates. **POTENTIAL OVERSPEND**

Cost Centre 201 – Breckland Hall

4018: Refuse Disposal: (18.2% - no change) This is a quarterly charge

4028: Licences: (45%): TV Licence £158

4036: Property Maintenance: (27%- no change) PAT testing £44.75; Replacement fire doors £837.39:

4050: Security Costs: (41.7% no change): Key holding services £250

Cost Centre 102 – Civic Activities

4033: Publicity – No newsletter was delivered originally planned for May

4701: Grants – No grants have been made

Cost Centre 202 – Costessey Centre

4012: Water & Drainage: (42.6%) **POTENTIAL OVERSPEND**

4018: Refuse Disposal: (18.2% no change) This is a quarterly charge

4028: Licences: (19.7%): TV Licence £158

4050: Security Costs: (25%) Key holding services.

Cost Centre 205 – Queen’s Hills Community Centre

4018: Refuse Disposal: (21.9%) This is a quarterly charge

4050: Security Costs: (50%): Services.

Cost Centre 211 – Breckland Park

4041: Equipment Hire: (no budget) Overseeder. **OVERSPEND YTD £80**

Cost Centre 212 – Longwater Lane Recreation Ground

4028: Licences: (no budget) Planning Fee – football cages **OVERSPEND YTD £13**

4041: Equipment Hire: (no budget) Overseeder. **OVERSPEND YTD £80**

Cost Centre 221 – Cemetery

4011: Rates: (26.8%) Now spread over 12 payments per year. Total to pay £754.63. BUDGET: £700 **THIS WILL BE AN OVERSPEND OF £54.63**

4039: Grounds Maintenance: (42.5%) Miscanthus Cut £175; Miscanthus baling & storage until August collection £450 **POTENTIAL OVERSPEND**

4060: Other professional fees **OVERSPEND** (no budget) Planning Fee £252

Cost Centre 241 – Open Spaces

4012: Water & Drainage: (94.1%) One-off payment of £15.06 to Norfolk Rivers for stretch of R Tud at Gunton Lane.

4039: Grounds Maintenance: (26.3%) Grass verge cuts offset by County contribution (code 1060)

Cost Centre 291 - Outside Services

4017: Healthy & Safety (38.7%) PPE and workwear **POTENTIAL OVERSPEND**

Nigel Bailey. 17 July 2020