

## **End of Year Budget 2023/2024**

This year, the grass cutting charges were approximately half that budgeted for due to the poor service given, only cutting 6 times out of the 13 times due.

There were no projects in the village undertaken and no maintenance undertaken on any of our structures.

We were over budget on three items, insurance by -11.54 and mileage -23.90 due to the number of times coming to Utterby to post on the noticeboard since Alan moved out of the village and Office/ Home Use/bank charges which was due to the doubling up of bank charges from HSBC and Unity in the interim period.

At the close of the financial year:

Our budget was £9970

Payments £9,955.13 (precept, LCC contribution and Tax refund)

Receipts £6969.86

As we had less income than predicted due to less tax rebate, there was a shortfall of £14.87 into our budget.

Therefore there is an excess left in our budget of £2,985.27.

I recommend that this should go into Contingency Reserves (along with the previous year's excess).

## Budget for Financial Year 2023/24- UTTERBY PARISH COUNCIL

Item	Reserves in bank as of 1st April 2023
<b>SPECIFIC RESERVES HELD IN BANK</b>	
TPOs and Green Structures	1,000.00
Reserve for Asset Replacement	3,000.00
Reserve for Elections	1,900.00
Contingency reserves in bank as of 1st April 2023	9,662.44
Reserves carried forward from balance of 2022/23 budget	1,482.31
<b>Total Reserves in Bank</b>	<b>£ 17,044.75</b>

Item	Budget for 2023/24	Still Expected
<b>INCOME</b>		
Precept 2023/24	8843.84	
LCC Verges Parish Agreement contribution 23/24	898.04	
EXPECTED VAT reclaim 23/24	£213.25	
<b>TOTAL INCOME BUDGET EXPECTED</b>	<b>9955.13</b>	<b>£0.00</b>

Item	Budget for 2023/24	Total Spent to date	Current budget Balance
<b>MEMBERSHIP &amp; INSURANCE EXPENDITURE</b>			
Insurance	500.00	511.54	-11.54
Audit Fees	100.00	0.00	100.00
LALC Membership -234 electorate	90.00	86.06	3.94
LALC Training scheme	0.00	0.00	0.00
Data Controller Reg / DPO	40.00	40.00	0.00
Election costs	180.00	48.50	131.50
Room Rental	400.00	258.00	142.00
<b>Membership / Insurance TOTAL</b>	<b>1,310.00</b>	<b>944.10</b>	<b>365.90</b>

<b>RUNNING COSTS &amp; EXPENDITURE</b>			
Salary Clerk including HMRC	2,900.00	2,897.13	2.87
Other expenses including domain/bank charges/home/office use /course refreshments	600.00	606.81	-6.81
Mileage	130.00	153.90	-23.90
Stationery & postage	110.00	43.35	66.65
Office Equipment	100.00	71.83	28.17
<b>Admin Expenses TOTAL</b>	<b>3,840.00</b>	<b>3,773.02</b>	<b>66.98</b>

Village Projects	803.00	136.22	666.78
Utterby Voice	350.00	272.21	77.79
Grants including 5137	30.00	30.00	0.00
Grass Cutting - Village Green	700.00	278.65	421.35
Verge Cutting	1000.00	426.00	574.00
Bus Shelter Cleaning	367.00	360.00	7.00
Asset Repair & Maintenance (wooden structures)	500.00	226.16	273.84
Other Green Structures Maintenance	500.00	435.00	65.00
General Contingency	570.00	88.50	481.50
Specific Reserve Additions	0.00	2500.00	-2,500.00 **
<b>General Expenses TOTAL</b>	<b>4,820.00</b>	<b>2,252.74</b>	<b>2,567.26</b>

\*\* paid from HSBC into Trinity account not included in budget

# 2023/24 End of Year - Details

Date issued	To/From	Ref	Item description	Cheque no/payment date	Receipts £	Payments inc vat	Section 137 expenditure	VAT £	Balance	S'ment sheet
04/04/2023	Balance carried forward from 2022/23								17044.75	
06/04/2023	ELDC		Precept		8843.84				£ 25,888.59	
05/04/2023	DW Gibbs	637	Bus shelter and tel box cleaning April	100639		£ 30.00			£ 25,858.59	106
05/04/2023	LALC	638	Membership 2023/24	100640		£ 86.06			£ 25,772.53	107
08/04/2023	Bank charges		to 17th March 23			£ 11.00			£ 25,761.53	106
05/05/2023	HM Revenue and Customs Only120PX00	639	April 2023 Tax	100641		£ 5.60			£ 25,755.93	107
05/05/2023	Clerk	640	Salary and expenses in April 2023	100642		£ 243.49		£ 0.53	£ 25,512.44	107
05/05/2023	DW Gibbs	641	May 23 Bus shelter and phone box	100643		£ 30.00			£ 25,482.44	107
05/05/2023	Glendale Countryside Ltd	642	Verges and Village Green April 2023	100644		£ 140.93		£ 23.49	£ 25,341.51	108
05/05/2023	Cloud Next Ltd	643	gov.uk domain and emails	100645		£ 251.98		£ 41.99	£ 25,089.53	107
05/05/2023	Gallagher	645	insurance	100646		£ 511.54			£ 24,577.99	108
09/05/2023	Bank charges		to 17 April			£ 10.00			£ 24,567.99	107
07/06/2023	HM Revenue and Customs Only120PX00	646	May 2023 Tax	100647		£ 5.80			£ 24,562.19	108
07/06/2023	Clerk	647	Salary and expenses in May 2023	100648		£ 238.07		£ 0.33	£ 24,324.12	108
07/06/2023	DW Gibbs	648	June 23 Bus shelter and phone box	100649		£ 30.00			£ 24,294.12	108
07/06/2023	SLCC	649	Membership for Clerk	100650		£ 80.00			£ 24,214.12	109
07/06/2023	J Woodward	650	Plants and plant food/peat	100651		£ 76.23		£ 12.71	£ 24,137.89	108
07/06/2023	David Buckley	651	Kissing gate and hedges	100652		£ 125.00			£ 24,012.89	109
07/06/2023	Glendale Countryside Ltd	652	Verges and Village Green May 2023	100653		£ 140.93		£ 23.49	£ 23,871.96	109
08/06/2023	Bank charges		to 17 May 2023			£ 17.00			£ 23,854.96	108
05/07/2023	HM Revenue and Customs Only120PX00	653	June 2023 Tax	100654		£ 5.80			£ 23,849.16	109
05/07/2023	Clerk	654	Salary and expenses in June 2023	100655		£ 228.17		£ 0.33	£ 23,620.99	109
05/07/2023	DW Gibbs	655	July 23 Bus shelter and phone box	100656		£ 30.00			£ 23,590.99	109
05/07/2023	Clerk - reimbursement	656	Utterby Voice	100657		£ 127.35		£ 0.50	£ 23,463.64	109
05/07/2023	ELDC	657	payment for election admin	100658		£ 48.50			£ 23,415.14	110
09/07/2023	HSBC		Bank charges to 17th June 2023			£ 14.00			£ 23,401.14	109
21/07/2023	Utterby Parish Council (Unity Trust bank	658	deposit for new account	100659		£ 500.00			£ 22,901.14	109
21/07/2023	Utterby Parish Council		From HSBC to UNITY		500.00 **				£ 23,401.14	to balance 001
04/08/2023	HM Revenue and Customs Only120PX00	659	July 2023 tax	IB 4/8/23		£ 31.20			£ 23,369.94	u003
04/08/2023	DW Gibbs	660	August bus shelter cleaning	IB 4/8/23		£ 30.00			£ 23,339.94	u003
08/08/2023	Bank charges		to 17th July 2023			£ 15.00			£ 23,324.94	110
14/08/2023	Utterby Parish Council	661	Payment to go into Unity Trust Account	100660		2000.00			£ 21,324.94	110
14/08/2023	Utterby Parish Council		From HSBC to UNITY		2000.00***				£ 23,324.94	to balance
14/08/2023	Clerk	662	July salary and expenses	100661		£ 354.10		£ 0.58	£ 22,970.84	110
06/09/2023	Glendale Countryside Ltd	663	Verges cut July 2023	IB 6/9/23		140.93		£ 23.49	£ 22,829.91	u004
06/09/2023	HM Revenue and Customs Only120PX00	664	August 2023 tax	IB 9/9/23		£ 28.60			£ 22,801.31	u004
06/09/2023	DW Gibbs	665	September bus shelter cleaning	IB 6/9/23		£ 30.00			£ 22,771.31	u004
06/09/2023	Clerk	666	August salary and expenses	IB 6/9/23		£ 316.84		£ 0.33	£ 22,454.47	u004
06/09/2023	J Woodward	667	Draft excluder -reimbursement Boyes	IB 6/9/23		£ 8.50			£ 22,445.97	u004
06/09/2023	Glendale Countryside Ltd	668	Verges cut Aug 2023	IB 6/9/23		140.93		£ 23.49	£ 22,305.04	u004
08/09/2023	Bank charges HSBC		to 17th August 23			£ 12.00			£ 22,293.04	110
30/09/2012	Unity Trust Bank		bank charges september 23			£ 7.83			£ 22,285.21	u004
04/10/2023	HM Revenue and Customs Only120PX00	669	September 2023 tax	IB 9/10/23		£ 5.80			£ 22,279.41	u005
04/10/2023	DW Gibbs	670	October bus shelter cleaning	IB 4/10/23		£ 30.00			£ 22,249.41	u005
04/10/2023	Clerk	671	September salary and expenses	IB 4/10/23		£ 225.07		£ 0.33	£ 22,024.34	u005
04/10/2023	David Buckley (D H B Gardening Services	672	Village Green hedge, Hedge corner Church Lane, and Kissing Gate	IB 4/10/23		£ 220.00			£ 21,804.34	u005
04/10/2023	Utterby Village Hall	673	Meeting April, May, June, July, Sept	IB 4/10/23		£ 123.00			£ 21,681.34	u005
04/10/2023	Glendale Countryside Ltd	674	Verges and Village Green September 2023	IB 4/10/23		£ 140.93		£ 23.49	£ 21,540.41	u005
09/10/2023	HSBC		Bank charges 17th september 23			£ 8.00			£ 21,532.41	closing ac
09/10/2023	LCC		Payment towards verge grass cutting		898.04				£ 22,430.45	u005
10/10/2023	Bank charges HSBC		Bank charges to close account 9th Oct 23			£ 8.00			£ 22,422.45	closing ac
01/11/2023	J Woodward	675	Reimburse plants and soil	IB 1/11/23		£ 59.99		£ 10.00	£ 22,362.46	u006
01/11/2023	Clerk	676	Salary and expenses for October 23	IB 1/11/23		£ 241.23		£ 3.03	£ 22,121.23	u006
01/11/2023	HM Revenue and Customs Only120PX00	677	Tax for October 23	IB 9/11/23		£ 5.80			£ 22,115.43	u006
01/11/2023	DW Gibbs	678	Bus shelter cleaning November 23	IB 1/11/23		£ 30.00			£ 22,085.43	u006
06/12/2023	Clerk	679	Salary and expenses for November 23	IB 6/12/23		£ 350.07		£ 0.33	£ 21,735.36	u007
06/12/2023	HM Revenue and Customs Only120PX00	680	Tax for November 23	IB 9/12/23		£ 35.00			£ 21,700.36	u007
06/12/2023	DW Gibbs	681	Bus shelter cleaning December 23	IB 6/12/23		£ 30.00			£ 21,670.36	u007
06/12/2023	The Information Commissioner	682	registration 2024	300001		£ 40.00			£ 21,630.36	u007
31/12/2023	Unity Trust bank		Quarterly Service charge Unity	IB 31/12/2023		£ 18.00			£ 21,612.36	u007
05/01/2024	Clerk	683	Salary and expenses for December 23	IB 03/01/2024		£ 237.87		£ 0.33	£ 21,374.49	u008
09/01/2024	HM Revenue and Customs Only120PX00	684	Tax for December 23	IB 09/01/2024		£ 9.00			£ 21,365.49	u008
05/01/2024	DW Gibbs	685	Bus shelter cleaning January 24	IB 03/01/2024		£ 30.00			£ 21,335.49	u008
05/01/2024	Utterby Village Hall	686	Hire of hall and Christmas tree don	IB 03/01/2024		£ 111.00	30.00		£ 21,224.49	u008
07/02/2024	Utterby Village Hall	687	Hall hire Feb and March 2024	IB 07/02/2024		£ 54.00			£ 21,170.49	u009
07/02/2024	Clerk	688	January salary and expenses £250.82	IB 07/02/2024		£ 395.68		£ 0.33	£ 20,774.81	u009
07/02/2024	Clerk	689	reimbursement for Utterby Voice £144.86			0.00			£ 20,774.81	see above
09/02/2024	HM Revenue and Customs Only120PX00	690	January 2024 tax	IB 09/02/2024		£ 9.00			£ 20,765.81	u009
07/02/2024	DW Gibbs	691	Feb 24 Bus shelter and phone box	IB 07/02/2024		£ 30.00			£ 20,735.81	u009
23/02/2024	HM Revenue and Customs VTR		Tax Refund		£ 213.25				£ 20,949.06	
06/03/2024	(David Buckley) D H B Gardening Service	692	Village Green hedge November	IB 08/03/2023		£ 90.00			£ 20,859.06	
06/03/2024	DW Gibbs	693	March 24 Bus shelter and phone box	IB 08/03/2023		£ 30.00			£ 20,829.06	
06/03/2024	Dave Skells Traffic Management	694	Erection of notice board	IB 08/03/2023		£ 210.00		£ 35.00	£ 20,619.06	
06/03/2024	Clerk	695	February salary and expenses	IB 08/03/2023		£ 290.42		£ 0.33	£ 20,328.64	
09/03/2024	HM Revenue and Customs Only120PX00376161	696	February 2024 tax	IB 11/03/2023		£ 9.00			£ 20,319.64	
31/03/2024	Unity Trust Bank		Quarterly Service charge Unity	IB 31/03/2024		£ 18.00			£ 20,301.64	
31/03/2024	HM Revenue and Customs Only120PX00376161		March 2024 tax			£ 8.80			£ 20,292.84	
31/03/2024	Clerk		March salary and expenses			£ 262.82		£ 0.33	£ 20,030.02	
					9955.13	£ 6,969.86		£ 224.76		
						17044.75				
						26999.88				
			less payments			6969.86				
			Balance			20030.02				

\*\* Transfers to new account not included in payment totals