

INCOME

Nominal ledger code (Sage)	P&L Category (Sage)	2017/18 Total budget per	
		Nominal Ledger code	2017/18 budget with £8 increase on Band D (P&R recommend)
4000	Brentwood Boro	£9,969	£9,969
4001	Parish Precept	£135,348	£156,100
4002	Burials and Ashes	£20,000	£25,000
4004	Seymour Pavillion	£1,500	£1,500
4005	Christmas trees	£1,400	£1,400
4900	Other income	£400	£400
		£168,617	£194,369

2016/17 Total budget per Nominal Ledger code	2016/17 actual 01/02/2017		2016/17 variance	2015/16 Total budget per Nominal Ledger code	2015/16 actual		2015/16 variance	2014/15 Total budget per Nominal Ledger code	2014/15 actual		2014/15 variance
	2016/17 actual	2016/17 variance			2015/16 actual	2015/16 variance			2014/15 actual	2014/15 variance	
£27,660	£27,660	£27,660		£38,276	£37,906	-£371	£38,276	£38,276	£38,276	£0	
£135,348	£135,348	£135,348		£135,348	£135,348	£0	£98,021	£98,021	£98,021	£0	
£18,000	£26,900	£26,900	£8,900	£18,000	£34,106	£16,106	£9,600	£23,880	£23,880	£14,280	
£1,500	£0	£0	-£1,500	£3,039	£1,045	-£1,994	£960	£1,163	£1,163	£203	
£1,400	£1,467	£1,467	£67	£1,400	£1,367	-£33	£1,400	£1,270	£1,270	-£130	
£400	£628	£628	£228	£0	£8,553	£8,553	£0	£13,686	£13,686	£13,686	
£184,308	£192,003	£192,003	£7,695	£196,063	£218,324	£22,261	£148,257	£176,296	£176,296	£28,039	

EXPENDITURE

08/02/2017

P&L report heading (Sage)	P&L Sub heading (Sage)	Nominal ledger code (Sage)	Subheading	2017/18 total budget per P&L category (sage)	2017/18 individual subheadings budget	Grounds maint contract element	2016/17 Total budget per P&L category (Sage)	2016/17 Individual subheadings budgets	2016/17 spent to date	2016/17 variance	2015/16 Total budget per Nominal Ledger code	2015/16 Individual subheadings budgets	2015/16 spend to date	2015/16 variance	2014/15 Total budget per Nominal Ledger code	2014/15 Individual subheadings budgets	2014/15 spend	2014/15 variance
Purchase of items for resale	Purchases - waste sacks etc	5000		£200.00	200		50	50	£197.00	-£147.00								
Fryerning Cemetery - Trees	Fryerning Cemetery - Trees	6001	Trees and Hedge work	£1,500.00	£1,500.00		2,500	2,500	£0.00	£2,500.00	£6,000.00	£6,000.00	£340.00	-£5,660.00	£3,000	£1,000	£2,070	-£930
Fryerning Cemetery - Interments	Fryerning Cemetery - Interments	6002	Preparation of plots for ashes interment	£1,100.00	£1,100.00		1,560	1,560	£840.00	£720.00	£540.00	£540.00	£818.33	£278.33	£540	£540	£2,605	£2,065
Fryerning Cemetery Ground Maintenance	Fryerning Cemetery Ground Maintenance	6100	Empty rubbish bins (contract)	£19,675.00		£750.00	39,465	750	£39,218.99	£246.01	£44,935.00	£750.00	£13,794.23	-£31,140.77	£18,220		£14,374	-£3,846
			Grass cutting (contract)			£9,405.00		9,405				£9,800.00				£9,600		
			Gardening (contract)			£1,780.00		1,780				£1,070.00						
			Fryerning Hedges (contract)			£1,040.00												
			Topping up of graves and reseeding			£700.00												
			Ad hoc grounds maintenance repairs			£1,000.00												
			Further flint work on the Lychgate			£5,000.00		1,040				£850.00				£850		
Fryerning Cemetery - Hedge work	Fryerning Cemetery - Hedge work	6202	Fryerning Cemetery hedge work - Writtle	£100.00	£100.00		0		£85.00	-£85.00								
Fryerning Cemetery - Skip and Bin Hire	Fryerning Cemetery - Skip and Bin Hire	6203	2 x Skip hire for cemetery and rubbish collection	£1,300.00	£1,300.00		1,860	1,860	£1,329.97	£530.03	£2,440.00	£2,440.00	£1,595.85	-£844.15	£720	£720	£521	-£199
Ingatestone Churchyards - Grounds Maintenance (contract)	Ingatestone Churchyards - Grounds Maintenance (contract)	6204	Grass cutting (contract)	£4,720.00		£3,960.00	4,720	3,960	£4,326.63	£393.37	£4,995.00	£680.00	£4,284.75	-£710.25	£12,740	£7,140	£3,925	-£8,815
			Gardening (contract)			£160.00		160				£90.00						
			Churchyard hedges (contract)			£600.00		600				£390.00				£800		
High Street - Plants and Watering	High Street - Plants and Watering	6301	Watering, weeding (contract)	£5,950.00		£2,450.00	4,450	2,450	£4,079.24	£370.76	£4,532.00	£2,532.00	£4,672.00	£140.00	£5,680	£3,280	£4,754	-£926
			New planters			£1,500.00												
			Planting (contract)			£2,000.00		2,000				£2,000.00				£2,400		
Fairfield - Repairs and Renewals	Fairfield - Repairs and Renewals	6300	Play equipment repairs	£8,000.00	£1,000.00		8,400	6,000	£2,643.21	£5,756.79	£31,580.00	£920.00	£25,090.00	-£6,490.00	£4,920	£920	£15,866	£10,946
			new play equipment			£5,000.00		0				£4,000.00				£2,000		
			Parish Council street lights (Footpath 38)			£400.00		400				£400.00						
			Skate Park			£1,100.00		1,000				£1,000.00						
			New seating			£500.00		1,000				£260.00						
Fairfield - Bins emptying and litter picking	Fairfield - Bins emptying and litter picking	6302	Bins and litter picking (contract)	£5,669.00		£5,369.00	5,669	5,369	£5,202.42	£466.58	£4,855.00	£4,355.00	£4,293.38	-£561.62	£2,700		£6,800	£4,100
			Bins 1+ instal			£300.00		300				£500.00				£2,700		
Fairfield - Pond maintenance	Fairfield - Pond maintenance	6304	Pond maintenance (outside of contract)	£2,500.00	£2,500.00		16,000	16,000	£3,781.00	£12,219.00	£520.00	£180.00	£0.00	-£520.00	£340		£250	-£90

Fairfield - Trees maintenance	Fairfield - Trees maintenance	6305	Tree maintenance (outside of contract)	£2,000.00	£2,000.00	4,000	4,000	£0.00	£4,000.00	£4,000.00	£4,000.00	£2,895.00	£-1,105.00	£3,000	£3,000	£700	£-2,300
Fairfield - Ground Maintenance	Fairfield - Ground Maintenance	6306	Grass cutting (contract)	£4,400.00	£2,640.00	3,400	2,640	£3,266.63	£133.37	£3,790.00	£2,550.00	£4,139.24	£349.24	£7,500	£7,200	£6,098	
			Ad hoc grounds maintenance repairs Fairfield hedges (contract)		£1,000.00 £760.00		760				£435.00				£300		
Seymour Field - Maintenance and Repairs	Seymour Field - Maintenance	6501	Grounds maintenance - grass cutting and lining and litter picking	£20,000.00	£7,000.00	0		£0.00	£0.00								
			Tree maintenance (outside of contract) BMX Track area Security provision for the field		£2,000.00 £1,000.00 £10,000.00												
Seymour Pavilion - Maintenance and Repairs	Seymour Pavilion - Repairs and Renewals	6502	Maintenance	£75,159.00		0	0	£0.00	£0.00	£6,250.00	£2,000.00	£1,287.40	£-4,962.60	£3,250	£2,000	£333	£-2,917
			Rent Business rates Cleaning and provision of toilet rolls Refurbishment Water testing Water rates Sewerage		£300.00 £2,000.00 £2,084.00 £70,000.00 £350.00 £150.00 £275.00		0				£4,000.00				£1,000		
							0			£250.00					£250		
Seymour Pavilion - Cleaning	Seymour Pavilion - Cleaning	6503	Cleaning	£0.00		0	0	£0.00	£0.00	£2,000.00	£2,000.00	£1,898.00	£-102.00	£3,600	£3,600	£3,888	£288
Seymour Pavilion - Water testing	Seymour Pavilion - Water testing	6505	water treatment	£0.00		0	0	£0.00	£0.00	£450.00	£450.00	£314.00	£-136.00	£450	£450	£428	£-22
High Street Christmas Trees	High Street Christmas Trees	7020	High Street Christmas Trees	£3,750.00	£3,750.00	5,370	5,000	£3,617.00	£1,753.00	£10,000.00	£4,000.00	£5,262.00	£-4,738.00	£7,200	£4,000		£-7,200
Events	Events	7030	Horticultural show marquee other celebratory event	£860.00	£360.00 £500.00	1,110	750	£1,763.05	£-653.05			£299.00	£299.00				
							360			£360.00	£360.00	£250.00	£-110.00	£74,503	£360	£2,300	£-72,204
Clock maintenance	Clock maintenance	7070	Clock maintenance	£220.00	£220.00	220	220	£203.00	£17.00	£220.00	£220.00	£197.00	£-23.00	£220	£220	£191	£-29
			Election	£0.00	£0.00	0	0		£0.00	£5,700.00	£5,700.00	£0.00	£-5,700.00	£4,000	£4,000		£-4,000
Car parking agreement	Parking agreement	7080	Market square and Bell Mead parking agreement	£1,150.00	£1,150.00	1,100	1,100	£1,108.38	£-8.38	£1,300.00	£1,300.00	£1,083.33	£-216.67				
Office staff salaries	Staff wages	7095	Staff salaries	£39,750.00	£36,600.00	40,500	37,500	£34,708.93	£5,791.07	£45,600.00	£45,600.00	£36,529.27	£-9,070.73	£45,600	£45,600	£32,014	£-13,586
	Pension contributions	7096	Essex Pension		£3,150.00		3,000			£864.12	£864.12	£709.95	£-154.17	£864	£864		£-864
Office Rent, rates and insurance	Rent	7100	Allotment rent (Lord Petre) - reclaimed from Allot Assoc Fairfield rent (Lord Petre) Office rent and service charge Office rates Building insurance contribution	£7,355.00	£135.00 £50.00 £7,000.00 £0.00 £170.00	12,410	25	£5,375.04	£7,034.96	£9,480.00	£25.00	£7,406.41	£-2,073.59	£9,480	£25	£9,562	£82
	Water rates	7102			£0.00												
	General Rates	7103			£0.00												
Electricity and gas	Electricity	7200	Electricity - Lychgate Electricity - Seymour	£1,450.00	£250.00 £500.00	2,150	1,400	£1,731.09	£418.91	£3,300.00	£1,600.00	£765.88	£-2,534.12	£3,300	£1,600	£997	£-2,303
	Gas	7201	Gas - Seymour		£700.00		750				£1,700.00				£1,700		
Printing, postage and stationery	Printing	7500	Newsletter	£2,875.00	£1,200.00	2,000	2,000	£1,970.99	£29.01	£2,400.00	£900.00	£1,988.62	£-411.38	£1,400	£900	£2,007	£607
	Postage and Carriage	7501	Newsletter delivery		£825.00												
	Office stationery	7502			£200.00 £650.00												
Telephone, Internet and Website	Telephone and internet (IXCG)	7550	Telephone	£2,568.00	£684.00	1,600	1,100	£2,077.11	£-477.11	£3,760.00	£800.00	£2,431.70	£-1,328.30	£3,600	£800	£1,086	£-2,514
	Website charges	7551	Internet APP development Website		£384.00 £1,000.00 £500.00		500				£1,960.00				£1,800		
Computing and Software	Computer support, software and rquipment (IXCG)	7552	IXCG computer support and equipment replacement	£1,200.00	£1,200.00	1,500	1,500	£4,544.05	£-3,044.05	£1,933.00	£1,933.00	£1,571.95	£-361.05	£0		£1,258	£1,258

Legal and professional	Audit fees	7601	External audit fee	£4,375.00	£600.00	1,200	600	£1,241.50	-£41.50									
	Legal fees	7600	Seymour Field and Pavilion legal fees		£3,000.00													
	Payroll fees	7602	J&M Payroll		£300.00		300											
	Professional fees	7604	Internal audit and annual RoSPA report		£475.00		300											
Software subscriptions and equipment leasing	Software subscriptions (Sage)	7606	Sage subscription	£235.00	£235.00	2,270	270	£1,982.57	£287.43	£270.00	£270.00	£233.00	-£37.00	£0				
	Equipment leasing	7702		£2,655.91	£2,200.00		2,000			£1,708.00	£1,708.00	£1,710.83	£2.83		£600			
					£455.91													
Office repairs and renewals	Repairs and Renewals (Office)	7800	PAT test	£745.00	£175.00	3,500		£967.75	£2,532.25	£2,154.00	£154.00	£350.50	-£1,803.50		£154			
		7800	Fire extinguishers - office and Seymour Office - replacement furniture / additional items		£70.00 £500.00		3,500				£2,000.00			£1,000	£1,000	£410	-£590	
Office cleaning	Cleaning (Office)	7801	Window cleaning - bus shelter	£150.00	£150.00	180	180	£120.00	£60.00	£2,000.00	£2,000.00	£607.42	-£1,392.58	£1,260	£1,260	£1,146	-£114	
Office - sundries	Office - sundries	7802	Sundry office items	£150.00	£150.00	150	150	£85.33	£64.67									
Bank charges and interest	Bank charges and interest	7900		£0.00	£0.00	0		-£16.02	£16.02	£0.00		-£60.29	-£60.29	£0		-£63	-£63	
Donations and subscriptions	Donations	8200	Victorian Evening 2017	£2,274.00	£1,000.00	2,200	1,000	£2,405.38	-£205.38									
	Subscriptions	8201	EALC Information Commissioner NALC CAB Essex Heritage ICCM Friends of Historic Essex Playing fields CPRE		£500.00 £35.00 £265.00 £300.00 £15.00 £90.00 £10.00 £30.00 £29.00		1,200			£1,234.59	£500.00	£1,136.99	-£97.60	£1,065	£1,065	£1,045	-£20	
Training	Training costs	8203	Councillor expenses / mileage Training budget	£800.00	£250.00 £550.00	750	250 500	£744.00	£6.00	£1,100.00	£600.00 £500.00	£942.97	-£157.03	£800	£300 £500	£184	-£616	
Insurance	Insurance	8204	Insurance	£2,100.00	£2,100.00	2,100	2,100	£1,317.76	£782.24	£2,550.00	£2,550.00	£2,043.59	-£506.41	£2,550	£2,550	£2,088	-£462	
Refreshments (events and office)	Refreshments	8205	Refreshments - office and events	£150.00	£150.00	120	120	£143.51	-£23.51									
TOTAL EXPENDITURE				£227,085.91	£196,171.91	£30,914.00	184,308	184,308	£135,327.30	£48,980.70	£216,995.71	£216,995.71	£133,319.90	-£83,675.81	£231,907	£156,518	£124,670	-£104,635
					£30,914.00			£184,308					£83,675.81					
					£227,085.91			£0					£0.00					

Use of reserves	
Income	£168,617
Outgoings	£227,086
Deficit to be take	-£58,469

It should be noted that large elements of the Outgoings are related to Seymour Field and Pavilion and will be part funded through successful grant applications and that these expenses are subject to the lease on Seymour Field and Pavilion being agreed with Brentwood Borough Council

The Parish Council is obliged to assume a worst case scenario when agreeing the budget in that no grant funding will be provided