

HAMBLEDON PARISH COUNCIL  
Q3 Financial Report  
01 Oct 2021 to 31 Dec 2021

		Actual to 31 Dec 2021	Annual Budget	Actual-v-Budget	Notes
RECEIPTS					
	Precept	£22,597.00	£22,597.00	100.0%	
	<b>Other Income</b>				
	Tennis fees	£3,170.00			
	VAT Reclaimed to date	£1,707.52			
	Insurance claim - bus shelter	£6,950.00			
	Grants and Donations - see Schedule 1	£4,961.33			
	<b>Total Income</b>	<b>£39,385.85</b>			
PAYMENTS					
Parish Council Funded Expenditure					
	<b>Staff Costs</b>				
	Clerk's Salary	£6,656.94	£9,260.78	71.9%	Net salary (i.e. after employee's pension contribution deducted)
	Clerk's Pension	£561.60	£286.42	196.1%	This appears high because the ytd figures take into account both employer (£210.60; 73.5% annual budget) and employee (£351.00) contributions but the budget only covers employer portion. Accounting practice to change for 2022/23.
	Clerk's Expenses	£12.42	£50.00	24.8%	
	Clerk's Training	£0.00	£350.00	0.0%	
	Administration - Clerk's Office	£360.00	£480.00	75.0%	
	<b>Sub Total</b>	<b>£7,590.96</b>	<b>£10,427.20</b>	<b>72.8%</b>	
	<b>Councillors' Costs</b>				
	Councillors' Travel & Expenses	£0.00	£50.00	0.0%	
	Councillors' Training/Seminars	£95.00	£100.00	95.0%	
	<b>Sub Total</b>	<b>£95.00</b>	<b>£150.00</b>	<b>63.3%</b>	
	<b>Administration Costs</b>				
	Meetings	£133.00	£264.00	50.4%	

	Insurance	£985.38	£700.00	140.8%	This overspend was not predictable. The insurance broker was challenged but quote could not be bettered. Insurance claim (bus stop) was a factor. This premium will now be fixed for 3 years.
	Audit	£440.00	£440.00	100.0%	
	Web-site	£605.00	£655.00	92.4%	
	Remembrance Sunday Wreath	£30.00	£30.00	100.0%	
	Bank Service Charges	£54.00	£72.00	75.0%	
	IT	£70.00	£70.00	100.0%	
	<b>Sub Total</b>	<b>£2,317.38</b>	<b>£2,231.00</b>	<b>103.9%</b>	Monitor & lead
	<b>Grants</b>				
	Hambledon Man Shed Grant	£200.00	£200.00	100.0%	
	Churchyard Maintenance	£600.00	£600.00	100.0%	
	Rowans Hospice	£0.00	£250.00	0.0%	
	<b>Sub Total</b>	<b>£800.00</b>	<b>£1,050.00</b>	<b>76.2%</b>	
	<b>Subscriptions &amp; Affiliations</b>				
	HALC & NALC	£380.00	£380.00	100.0%	
	SLCC	£144.00	£136.00	105.9%	
	ICO Registration	£35.00	£35.00	100.0%	
	<b>Sub Total</b>	<b>£559.00</b>	<b>£551.00</b>	<b>101.5%</b>	
	<b>Running Costs</b>				
	Parish Maintenance	£1,092.00	£1,500.00	72.8%	
	Defib Training & Maintenance	£41.05	£50.00	82.1%	
	Glebe Land Rent	£600.00	£600.00	100.0%	
	Glebe Land Maintenance	£700.00	£700.00	100.0%	
	Stewarts Green Playground Maintenance	£11.03	£100.00	11.0%	
	Village Hall Playground Maintenance	£120.00	£100.00	120.0%	This overspend was unavoidable as work relates to H&S issues highlighted in the 2021 playground inspection.
	Playground Inspections	£89.90	£89.90	100.0%	
	Hambledon Greening Campaign	£161.00	£250.00	64.4%	
	<b>Sub Total</b>	<b>£2,814.98</b>	<b>£3,389.90</b>	<b>83.0%</b>	
	<b>Contingency</b>				
	Hydrometer	£269.00			Not budgeted for
	Parish Online Subscription	£80.00			Not budgeted for
	Traffic Survey Printing	£87.00			Not budgeted for
	HMRC	£136.78			Not budgeted for

	HALC & NALC	£9.97			Excess cost of subscription not accounted for in budget (£380)
	Village Hall Playground Maintenance	£291.21			Excess cost of repairs not accounted for in budget (£100)
	IT (monitor & lead)	£15.00			Excess cost of monitor & lead not accounted for in IT budget (£70)
	Printer	£69.00			
	Bus shelter - West St	£250.00			Insurance excess (hoping to be able to re-claim from insurance co. eventually)
	VDS Printing	£200.99			Excess cost of printing not accounted for in combination of VDS & Parish Plan budgets (£350 total)
	TS Alacrity Donation	£100.00			Not budgeted for
	<b>Sub Total</b>	<b>£1,508.95</b>	<b>£2,297.90</b>	<b>65.7%</b>	
				<b>£788.95</b>	
	<b>Tennis Expenditure</b>	<b>£2,120.26</b>			
	<b>Better Streets Fund Expenditure</b>	<b>£1,486.34</b>			
	<b>Other Funded Expenditure</b>				
	Earmarked Reserves - see Schedule 2	£385.00			
	VAT to be reclaimed for payments in FY 21/22	£588.79			
	Bus shelter - West St	£6,950.00			Still hoping for £250 excess to be reimbursed by insurance co.
	<b>Sub Total</b>	<b>£7,923.79</b>			
	<b>Total Expenditure</b>	<b>£27,216.66</b>			
<b>Assets</b>					
	Unity Trust Bank a/c @ 31/12/21	£44,311.45			
	Fixed Assets	£88,163.76			
	<b>Sub Total</b>	<b>£132,475.21</b>			
<b>Schedules</b>					
<b>Schedule 1 - Grants &amp; Donations Received</b>					
	Tennis Donations	£165.00			
	Tennis Grants	£2,021.00			
	PC Grants	£0.00			
	Better Streets Grants	£81.67			
	Playground	£2,693.66			

	<b>Sub Total</b>	<b>£4,961.33</b>			
Schedule 2 - Earmarked Reserves		Spent YTD		Unspent	
	Village Design Statement	£100.00	£100.00	£0.00	
	Parish Plan Actions	£250.00	£250.00	£0.00	
	Flood Reserve	£0.00	£3,000.00	£3,000.00	
	Denmead & Hambledon Ed. Trust Grant - Tennis	£35.00	£45.00	£10.00	Denmead & Hambledon Ed. Trust Grant - Tennis
	Clerk's CiLCA Registration	£0.00	£350.00	£350.00	
	<b>Sub Total</b>	<b>£385.00</b>	<b>£3,745.00</b>	<b>£3,360.00</b>	

**Notes:** There are three significant 'overspends' of note: Clerk's pension; insurance premium; and VH play equipment maintenance. Explanations are given in column F. Despite these, I anticipate that there should be no major overspend in any of the areas of expenditure at the 2021/22 year end, since any overspend will be offset by lower than expected costs within other areas. There is currently £788.95 remaining in the contingency budget, which should be reserved for urgent, unpredicted costs within the final quarter of the year e.g. play equipment maintenance following inspections this month. General reserves are currently healthy, but it would not be prudent to allow them to drop below the 3-months' worth of running costs recommended by HALC.

Signed: *Joanna Tester*

Joanna Tester (Parish Clerk & RFO)

Dated (Minutes Ref.): 10/01/22 (1465)

**HAMBLEDON PARISH COUNCIL**  
**Q3 Financial Statement**  
**01 Oct 2021 to 31 Dec 2021**

Bank balance at 31 Dec 2021	£44,311.45	
Less uncleared payments	£0.00	
Less tennis fund	£4,484.77	
Less running costs Jan 2022 to Mar 2022	£5,024.25	(£22,597.00 minus £2,500.00) divided by 4 = £5,024.25 per quarter (£1674.75/month)
Less total value of Better Streets fund	£19,682.49	See 'Better Streets Fund Q3' for breakdown
Less play equipment fund	£2,693.66	
<b>Total funds available</b>	<b>£12,426.28</b>	
<b>Earmarked reserves</b>		
Flood Reserve	£3,000.00	
Clerk's CiLCA Registration	£350.00	
Hambledon and Denmead Ed Trust	£10.00	Held on their behalf for use by the PC
<b>Total earmarked reserves</b>	<b>£3,360.00</b>	
<b>Committed expenditure</b>		
VE Day 75 grant	£500.00	WCC grant (may now be used for post-lock-down/Queen's Jubilee party 2022)
<b>Total committed expenditure</b>	<b>£500.00</b>	
<b>Unallocated reserves</b>	<b>£8,566.28</b>	Equivalent to circa 5.1-months' worth of running costs. HALC recommends maintaining general reserves between 3 and 12 months' worth.

Signed: *Joanna Tester*

Joanna Tester (Parish Clerk & RFO)

Dated (Minutes Ref.): 10/01/22 (1465)

HAMBLEDON PARISH COUNCIL Better Streets Fund		
Q3 Report 01 Oct 2021 to 31 Dec 2021		
		Notes
<b>Income</b>		
<b>Precept</b>		
BBF from 2020-21	£18,587.16	
From 2021-22 precept	£2,500.00	
<b>Grants</b>		
PCC - church/school sign	£81.67	
<b>Total income year to date</b>	<b>£21,168.83</b>	
<b>Expenditure</b>		
Plants/compost for George House Planters	£231.39	
Installation of Church/School sign	£35.00	
Plants for GH planters	£19.95	
Fingerpost @ East St/Brook Lane Junction	£1,200.00	JK Engineering
<b>Total expenditure year to date</b>	<b>£1,486.34</b>	
<b>Balance</b>	<b>£19,682.49</b>	Total value of Better Streets fund
<b>Committed</b>		
Green Zone planting plans	£262.50	The Gardens
Village entrance signs	£3,690.00	JK Engineering
Street name signs	£4,800.00	8 signs at £600 each
Reserve for Green Man Beds Maintenance	£562.71	Maintenance by Hort Soc
The Gardens sign	£650.00	JK Engineering
<b>Total committed</b>	<b>£9,965.21</b>	
<b>Expected expenditure</b>		
The Gardens	£1,350.00	£2000 less £650 committed for street name sign
<b>Total expected expenditure</b>	<b>£1,350.00</b>	
<b>Unallocated funds</b>	<b>£8,367.28</b>	
Signed: <i>Joanna Tester</i> Joanna Tester (Parish Clerk & RFO)		
Dated (Minutes Ref.): 10/01/22 (1465)		