

Stoke Mandeville Parish Council
Council Detail Report 31/03/2024

	Annual Budget	Forecast	Budget To Date	Actual Year to Date	Variance To Date	Monthly Budget	Monthly Actual	Monthly Variance	Comments
RECEIPTS									
Miscellaneous	-	-	-	-	-	-	-	-	
Donations	-	1,940	-	1,938	1,938	-	-	-	Kings Coronation Stalls
Insurance Payout	-	3,120	-	3,116	3,116	-	-	-	Street Light
Grants	6,000	10,000	6,000	10,000	4,000	-	-	-	SM&OPC Grant
Community Board Grants	5,800	5,800	5,800	-	5,800	-	-	-	
Allotment Rents	1,400	1,450	1,400	1,450	50	-	-	-	
Burial Ground Fees	500	800	500	800	300	-	-	-	
Precept	208,140	208,140	208,140	208,140	-	-	-	-	
BC (AVDC) NHB Grant	85,000	25,000	85,000	18,831	66,169	5,000	4,720	280	For Marsh Lane Burial Ground
Playing Field Rental Fees	-	810	-	960	960	-	150	150	
S.106	-	167,250	-	167,247	167,247	-	-	-	Playarea
Bank Interest	100	3,500	100	4,373	4,273	-	940	940	
	306,940	427,810	306,940	416,855	109,915	5,000	5,810	- 810	
VAT Refund	21,300	21,300	21,300	26,337	5,037	-	-	-	
	21,300	21,300	21,300	26,337	5,037	-	-	-	
TOTAL RECEIPTS	328,240	449,110	328,240	443,192	114,952	5,000	5,810	- 810	
PAYMENTS									
Core Costs									
Employee Salary and on-costs	42,000	42,000	42,000	42,557	557	7,000	9,526	2,526	
Employee Mileage	150	150	150	55	95	-	-	-	
Employee Pension Costs	3,000	3,000	3,000	3,116	116	250	521	271	
Employee Payroll Costs	500	500	500	456	44	125	-	125	
Training - Staff	1,000	1,000	1,000	185	815	100	70	30	
Cllrs Expenses	200	200	200	-	200	-	-	-	
Training - Councillors	1,000	1,000	1,000	-	1,000	-	-	-	
Councillor Allowances	1,600	-	1,600	-	1,600	-	-	-	
Chairmans Allowance	200	-	200	-	200	-	-	-	
Administration Costs	1,000	1,000	1,000	398	602	250	30	220	
Advertising	500	500	500	-	500	-	-	-	
IT Related and Website	6,000	6,000	6,000	3,104	2,896	3,000	2,954	46	
Licenses and Subscriptions	1,100	1,150	1,100	1,781	681	-	-	-	Parish Online
Phone & Broadband	800	800	800	632	168	70	115	45	

	Annual Budget	Forecast	Budget To Date	Actual Year to Date	Variance To Date	Monthly Budget	Monthly Actual	Monthly Variance	Comments
Street Lighting - Replacements	1,000	2,700	1,000	2,634	- 1,634	-	-	-	Eskdale Road
	16,000	12,700	11,000	8,177	2,823	1,300	851	449	
Street Furniture									
Defibrillators - new / maintain	5,000	6,000	5,000	5,354	- 354		-	-	Stoke Grange Solar Powered
Street furniture- new / maintain	15,000	12,000	15,000	6,374	8,626	1,500	1,453	47	Harborne Manor / Roylands
	20,000	18,000	20,000	11,728	8,272	1,500	1,453	47	
Parish Improvement Plan									
Parish Improvement Plan	10,000	10,000	10,000	1,135	8,865	-	-	-	Heritage Interpretation Board
Parking Review Project	-	12,000	-	11,848	- 11,848		-	-	Carters Ride
Neighbourhood Plan (Other)	40,000	10,000	40,000	12,607	27,393	3,120	3,118	2	BCC S&S Club Valuation
	50,000	32,000	50,000	25,590	24,410	3,120	3,118	2	
Section 137									
Grants / Donations	3,000	3,000	3,000	1,590	1,410	500	480	20	Chiltern Society - Station
	3,000	3,000	3,000	1,590	1,410	500	480	20	
Play Related									
Play Around the Parishes	1,000	1,300	1,000	1,300	- 300	-	-	-	
Playground Maintenance	2,000	-	2,000	-	2,000	-	-	-	
Playground Refurbishment	-	169,250	-	168,868	- 168,868	-	-	-	
	3,000	170,550	3,000	170,168	- 167,168	-	-	-	
Community Events									
Community Event	1,500	4,500	1,500	4,030	- 2,530	1,000	946	54	Deposit for Marquee
D-Day 80th Anniversary		1,000	-	250	- 250	-	-	-	Deposit for Polka Dots
	1,500	5,500	1,500	4,280	- 2,780	1,000	946	54	
VAT on Payments	19,070	19,070	19,070	-	19,070	1,589	-	1,589	
	19,070	19,070	19,070	-	19,070	1,589	-	1,589	
TOTAL PAYMENTS	348,480	432,420	262,480	319,121	- 56,641	40,504	33,837	6,667	
Total Receipts	328,240	449,110	328,240	443,192	114,952	5,000	5,810	- 810	
Total Payments	348,480	432,420	262,480	319,121	- 56,641	40,504	33,837	6,667	
Increase in / (Decrease in)									
General Reserve	- 20,240	16,690	65,760	124,071	58,311	- 35,504	- 28,027	- 7,477	
	<u>Budgetted</u>	<u>Forecast</u>	<u>Current</u>						

	Annual Budget	Forecast	Budget To Date	Actual Year to Date	Variance To Date	Monthly Budget	Monthly Actual	Monthly Variance	Comments
Current Account	5,714								
Deposit Account	316,948								
Debit Card Account	300								
Balance 1st April 2023	322,962	322,962	322,962						
Budgeted Movement	- 20,240								
Forecast Movement		16,690	124,071						
Balance 31 March 2024	302,722	339,652	447,033						

Stoke Mandeville Parish Council
Council Detail Report 31/03/2024

Month
12

	Annual Budget	Forecast	Actual Year to Date	Variance To Date
RECEIPTS				
Donations	-	1,940	1,938	- 2
Insurance Payout	-	3,120	3,116	- 4
Grants	6,000	10,000	10,000	-
Community Board Grants	5,800	5,800	-	- 5,800
Allotment Rents	1,400	1,450	1,450	-
Burial Ground Fees	500	800	800	-
Precept	208,140	208,140	208,140	-
BC (AVDC) NHB Grant	85,000	25,000	18,831	- 6,169
Playing Field Rental Fees S.106	-	810	960	150
	-	167,250	167,247	- 3
Bank Interest	100	3,500	4,373	873
	306,940	427,810	416,855	- 10,955
VAT Refund	21,300	21,300	26,337	5,037
	21,300	21,300	26,337	5,037
TOTAL RECEIPTS	328,240	449,110	443,192	- 5,918
PAYMENTS				
Core Costs				
Employee Salary and on-costs	42,000	42,000	42,557	- 557
Employee Mileage	150	150	55	95
Employee Pension Costs	3,000	3,000	3,116	- 116
Employee Payroll Costs	500	500	456	44
Training - Staff	1,000	1,000	185	815
Cllrs Expenses	200	200	-	200
Training - Councillors	1,000	1,000	-	1,000
Councillor Allowances	1,600	-	-	-
Chairmans Allowance	200	-	-	-
Administration Costs	1,000	1,000	398	602
Advertising	500	500	-	500
IT Related and Website	6,000	6,000	3,104	2,896
Licenses and Subscriptions	1,100	1,150	1,781	- 631
Phone & Broadband	800	800	632	168
Photocopies	1,400	2,500	2,288	212
Insurance	4,280	5,000	4,939	61
Audit Fees	1,150	1,150	1,025	125
Legal Costs	3,000	3,000	1,830	1,170
Public Consultation	1,760	1,760	-	1,760
	70,640	70,710	62,366	8,344
Community Centre				
Com Centre Hawkslade	4,000	4,000	4,000	-
Com Centre Stoke Mandeville	10,000	5,000	-	5,000
	14,000	9,000	4,000	5,000
Open Spaces				
Contract Ground Maintenance	10,000	10,000	8,000	2,000
Grass Cutting Playing Field	5,500	5,500	953	4,547
Devolved Services Costs	5,000	5,000	3,725	1,275
Raised Flower Bed	1,200	1,200	935	265
Christmas Lights & Trees	5,000	5,000	361	4,639
Dog Bins	3,300	3,300	2,816	484
MVAS	260	260	-	260

	Annual Budget	Forecast	Actual Year to Date	Variance To Date
Playing Field Maintenance	2,500	2,500	2,007	493
Playing Field Footpath	10,000	10,000	1,400	8,600
Outdoor Gym	1,000	1,000	-	1,000
	43,760	43,760	20,197	23,563
Allotments				
Allotments expenses	2,000	2,000	855	1,145
	2,000	2,000	855	1,145
Burial Grounds				
Swallow Lane Burial Ground	510	1,130	1,135	- 5
Marsh Lane Land	24,000	24,000	9,035	14,965
Marsh Lane Burial Ground Works	81,000	21,000	-	21,000
	105,510	46,130	10,170	35,960
Street Lighting				
Street Lights - Electricity	7,000	7,000	4,015	2,985
Street Lights - Maintenance	3,000	3,000	1,528	1,472
Street Lights - Testing	5,000	-	-	-
Street Lighting - Replacements	1,000	2,700	2,634	66
	16,000	12,700	8,177	4,523
Street Furniture				
Defibrillators - new / maintain	5,000	6,000	5,354	646
Street furniture- new / maintain	15,000	12,000	6,374	5,626
	20,000	18,000	11,728	6,272
Parish Improvement Plan				
Parish Improvement Plan	10,000	10,000	1,135	8,865
Parking Review Project	-	12,000	11,848	152
Neighbourhood Plan (Other)	40,000	10,000	12,607	- 2,607
	50,000	32,000	25,590	6,410
Section 137				
Grants / Donations	3,000	3,000	1,590	1,410
	3,000	3,000	1,590	1,410
Play Related				
Play Around the Parishes	1,000	1,300	1,300	-
Playground Maintenance	2,000	-	-	-
Playground Refurbishment	-	169,250	168,868	382
	3,000	170,550	170,168	382
Community Events				
Community Event	1,500	4,500	4,030	470
D-Day 80th Anniversary	-	1,000	250	750
	1,500	5,500	4,280	1,220
VAT on Payments	19,070	19,070	-	19,070
	19,070	19,070	-	19,070
TOTAL PAYMENTS	348,480	432,420	319,121	113,299

Total Receipts	328,240	449,110	443,192	- 5,918
Total Payments	348,480	432,420	319,121	113,299
Increase in / (Decrease in)				
General Reserve	- 20,240	16,690	124,071	107,381
	Budgetted	Forecast	Current	
Balance 1st April 2023	322,962	322,962	322,962	
Movement in Year	- 20,240	16,690	124,071	
Balance 31 March 2024	302,722	339,652	447,033	



Internal Control Monitoring Statement

Annual Checks	Meeting	Month
Review of Committee Terms of Reference	Full Council	May
Appointments to Committees	Full Council	May
Confirmation of bank account signatories	Full Council	May
Annual Governance Statement (prior year)	Full Council	May
Annual Accounting statement (prior year)	Full Council	May
Review of Direct Debits	Full Council	May
Review of Standing Orders	F & G	June
Review of Standing Orders	Full Council	June
Review of Financial Regulations	F & G	June
Review of Financial Regulations	Full Council	June
Year End Internal Audit (prior year)	F & G	June
Year End Internal Audit (prior year)	Full Council	June
Review of Investment Strategy	F & G	September
Review of Reserves Policy	F & G	September
Review of Scheme of Delegation	F & G	September
Year End External Audit (Prior year)	Full Council	October
Staff annual appraisals	Staffing	October
Salary review / NALC pay rises	Staffing	October
Review of effectiveness of the Internal Audit (prior year)	F & G	October
Preparation of budget for next financial year	F & G	Oct / December
Propose the precept for the next financial year	F & G	December
Agree a budget for the next financial year	Full Council	January
Approve the precept for the next financial year	Full Council	January
Review of Asset Register	F & G	February
Review of Risk assessment	F & G	February
Review of Internal Control Statement	F & G	February
 Quarterly Checks		
Quarterly Finance Reports	Full Council	July
	Full Council	October
	Full Council	January
	Full Council	April
 Finance Reports Finance and Governance	F & G	June
	F & G	October
	F & G	December
	F & G	February
	F & G	April

Bank Reconciliations Checked and Signed

Full Council

July

Full Council

October

Full Council

January

Full Council

April

Monthly Checks

List of Payments Noted and Signed

Full Council

Each Month