

Summary Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

	JUL-SEPT 2024	BUDGET	VARIANCE %	
Income				
Allotments Income	295	693	-57%	↓
Archives Income	-	200	-100%	↓
Cemetery Fees - Cremations	1,350	1,653	-18%	↓
Cemetery Fees - Full Interment	2,905	1,860	56%	↑
Cemetery Fees - Headstones/Memorials	1,220	951	28%	↑
Cemetery Fees - Natural Cremation	-	750	-100%	↓
Cemetery Fees - Natural Full	-	700	-100%	↓
Football Hire Income	1,219	876	39%	↑
Guildhall Electricity Recharges	-	720	-100%	↓
Miscellaneous Income	125	557	-78%	↓
Other LRSB Hire Income	-	270	-100%	↓
Precept	221,512	221,512	-	—
Rent Rec'd	-	3,001	-100%	↓
Rugby Club Hire Income	633	825	-23%	↓
Staff Costs Recharged	146	900	-84%	↓
Tennis Courts	550	372	48%	↑
Tourism Income	150	-	-	—
Town Events Income	710	-	-	—
Water Recharges	-	67	-100%	↓
Scatterings	70	210	-67%	↓
Total Income	230,885	236,117	-2%	
Expenditure				
Bank Fees	1	60	-99%	↓
Cleaning Consumables	614	1,646	-63%	↓
Computer Hardware	59	-	-	—
Computer Software / Contracts	774	754	3%	↑
Conference Costs	162	300	-46%	↓
Contract Services	7,922	5,672	40%	↑
Electricity	2,414	2,670	-10%	↓

	JUL-SEPT 2024	BUDGET	VARIANCE %
Employer NI Costs	1,747	4,074	-57% ↓
Employer Pension Contributions	4,568	7,635	-40% ↓
Grants - Specific Powers	4,360	1,000	336% ↑
Gross Salaries	21,754	36,354	-40% ↓
Grounds Maintenance Contract	24,912	10,353	141% ↑
Health & Safety	55	-	- —
Inspection Reports / Fees	70	350	-80% ↓
Insurance	1,102	1,242	-11% ↓
Internal Audit Fees	677	-	- —
Legal & Professional Fees	1,020	-	- —
Mayor's Allowance	-	150	-100% ↓
Mileage - Councillors	-	30	-100% ↓
Mileage - Staff	148	60	147% ↑
Miscellaneous Expenses	176	-	- —
Postage	51	33	54% ↑
Printing & Stationery	127	60	112% ↑
Rates	2,539	2,517	1% ↑
Repairs & Maintenance	3,568	3,027	18% ↑
Skip Hire	360	252	43% ↑
Special Project - Climate Change Activities	10	300	-97% ↓
Special Project - Hadleigh Youth Strategy	4,792	5,010	-4% ↓
Special Project - LRSO Pavilion	35,000	207,195	-83% ↓
Staff Subsistence	26	30	-13% ↓
Telephone & Internet	546	525	4% ↑
Town Events Expenditure	2,094	-	- —
Trade Waste Disposal	-	282	-100% ↓
Training Expenses - Councillors	-	500	-100% ↓
Training Expenses - Staff	-	394	-100% ↓
Tree Works	350	4,200	-92% ↓
Water & Sewage	129	379	-66% ↓
Hadleigh In Bloom	19	2,500	-99% ↓
Gas	18	-	- —
Total Expenditure	122,165	299,554	-59%

	JUL-SEPT 2024	BUDGET	VARIANCE %
Income over Expenditure	108,720	(63,437)	271%

General Reserves - £622,212

Earmarked Reserves	Start of Year	End of Current Month	YTD Net Movement
Archives Fund	6,712	7,712	+ 1,000
CIL Fund	112,610	114,765	+ 2,115
Church Clock Fund	9,912	12,912	+ 3,000
Conservation Bureau Fund	1,955	1,955	+ 0
Corks Lane Rubber Mulch	10,000	10,000	+ 0
Elections Fund	10,703	11,703	+ 1,000
Layham Road Fund	200,407	200,407	+ 0
Renewals Fund	12,154	13,154	+ 1,000
Capital Fund	143,100	108,100	- 35,000

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Administration.

	APR-SEPT 2024	JUL - SEPT 2024 ACTUAL	JUL - SEPT 2024 BUDGET	VARIANCE %
Income				
CIL	4,170	-	-	- 
Guildhall Electricity Recharges	110	-	720	-100% 
Miscellaneous Income	21	21	-	- 
Precept	443,024	221,512	221,512	- 
Staff Costs Recharged	348	146	900	-84% 
Town Events Income	1,545	710	-	- 
Total Income	449,217	222,389	223,132	0%
Expenditure				
Advertising	89	-	-	- 
Bank Fees	-	-	60	-100% 
Cleaning Consumables	248	242	-	- 
Computer Hardware	828	59	-	- 
Computer Software / Contracts	1,622	774	754	3% 
Conference Costs	387	162	300	-46% 
Contract Services	1,478	647	357	81% 
Electricity	5,493	2,320	2,220	5% 
Employer NI Costs	3,494	1,747	4,074	-57% 
Employer Pension Contributions	9,137	4,568	7,635	-40% 
External Audit Fees	10,773	-	-	- 
Gross Salaries	43,507	21,754	36,354	-40% 
Health & Safety	55	55	-	- 
Insurance	2,222	1,102	1,242	-11% 
Internal Audit Fees	677	677	-	- 
Legal & Professional Fees	3,684	1,020	-	- 
Mileage - Councillors	-	-	30	-100% 
Mileage - Staff	416	148	60	147% 
Miscellaneous Expenses	160	154	-	- 

	APR-SEPT 2024	JUL - SEPT 2024 ACTUAL	JUL - SEPT 2024 BUDGET	VARIANCE %
Postage	119	51	34	50% ↑
Printing & Stationery	143	82	60	37% ↑
Rates	3,742	-	-	- —
Repairs & Maintenance	2	-	12	-100% ↓
Staff Subsistence	41	26	30	-13% ↓
Subscriptions & Memberships	1,412	-	-	- —
Telephone & Internet	1,074	546	525	4% ↑
Town Events Expenditure	2,094	2,094	-	- —
Training Expenses - Councillors	35	-	500	-100% ↓
Training Expenses - Staff	224	-	394	-100% ↓
Irrecoverable debt written off	35	-	-	- —
Total Expenditure	93,189	38,229	54,641	-30%
Income over Expenditure	356,028	184,161	168,491	9%

Notes:

Income:

- Guildhall electricity recharges is no longer needed as the utilities have been split and they pay their own invoices now.
- Miscellaneous income is recuperated photocopying costs for exercise of public rights.

Expenditure:

- External audit fees - 2022/3 audit had 18 objections with only 2 upheld and 1 partially upheld which took so much of the auditor's time that it wasn't concluded until May 2024.
- Computer Hardware - a new computer was unexpectedly but necessarily required for the Admin Assistant. This exceeds the budget for the entire year. Any new computer hardware required will have to be brought to council as an extraordinary spend, and use Renewals earmarked reserves.
- Staff mileage budget was £492 for the year, this is already 85% used for the year.

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Allotments.

	APR - SEP 2024	JUL - SEP 2024 ACTUAL	JUL - SEP BUDGET 2024	VARIANCE %
Income				
Allotments Income	355	295	693	-57% ↓
Total Income	355	295	693	-57%
Expenditure				
Bank Fees	1	1	-	- —
Grounds Maintenance Contract	373	247	156	58% ↑
Postage	-	-	32	-100% ↓
Repairs & Maintenance	-	-	90	-100% ↓
Skip Hire	361	-	-	- —
Tree Works	-	-	1,000	-100% ↓
Total Expenditure	735	247	1,278	-81%
Income over Expenditure	(380)	47	(585)	108%

Notes:

- Invoices for the 2024/5 year were not issued until October. Any income before this was prompt payers and/or new plot holders paying deposits.
- Expenses are in line with the expected for the year.

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Archives.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Income				
Archives Income	-	-	200	-100% ↓
Total Income	-	-	200	-100%
Expenditure				
Office Consumables	73	-	-	- —
Printing & Stationery	93	45	-	- —
Total Expenditure	166	45	-	-
Income over Expenditure	(166)	(45)	200	-123%

Notes

- Archives expenditure budget for the year was £200 with a breakeven budget as requested by councillors. No income has been received to date and expenses are currently at £166, with expenditure on archives boxes and ribbon, room hire and purchased historical items related to Hadleigh.

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Cemetery.

	APR - SEP 2024 ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Income				
Cemetery Fees - Cremations	1,815	1,350	1,653	-18% ↓
Cemetery Fees - Full Interment	6,400	2,905	1,860	56% ↑
Cemetery Fees - Headstones/Memorials	1,885	1,220	951	28% ↑
Cemetery Fees - Natural Cremation	-	-	750	-100% ↓
Cemetery Fees - Natural Full	2,155	-	700	-100% ↓
Scatterings	140	70	210	-67% ↓
Total Income	12,395	5,545	6,124	-9%
Expenditure				
Computer Software / Contracts	270	-	-	- —
Contract Services	50	33	500	-93% ↓
Grounds Maintenance Contract	9,030	5,898	3,795	55% ↑
Loan Repayment	15,301	-	-	- —
Miscellaneous Expenses	195	-	-	- —
Rates	2,785	1,392	1,530	-9% ↓
Skip Hire	598	360	254	42% ↑
Tree Works	-	-	850	-100% ↓
Water & Sewage	69	41	44	-6% ↓
Total Expenditure	28,298	7,724	6,973	11%
Income over Expenditure	(15,903)	(2,179)	(849)	-157%

Notes

Expenditure:

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Income & Expenditure

Hadleigh Town Council

For the month ended 30 September 2024

Location is Cemetery Lodge.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEPT 2024 BUDGET	VARIANCE %
Income				
Rent Rec'd	3,000	-	1,000	-100% ↓
Water Recharges	83	-	-	- —
Total Income	3,083	-	1,000	-100%
Expenditure				
Electricity	27	-	-	- —
Rates	250	-	-	- —
Repairs & Maintenance	3,590	3,509	500	602% ↑
Water & Sewage	124	-	-	- —
Total Expenditure	3,991	3,509	500	602%
Unmapped Accounts				
Gas	(18)	-	-	- —
Total Unmapped Accounts	(18)	-	-	-
Income over Expenditure	(908)	(3,509)	500	-802%

Notes

- Note the tenant has left so all costs are incurred by the council now.

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Community Amenities.

	APR - SEP ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %	JUL-SEPT 2024
Income				
Miscellaneous Income	13	7	88% 	7
Total Income	13	7	88%	7
Expenditure				
Contract Services	6,678	2,920	129% 	4,968
Grounds Maintenance Contract	740	339	118% 	487
Miscellaneous Expenses	39	-	- 	22
Total Expenditure	7,457	3,259	129%	5,478
Income over expenditure	(7,444)	(3,252)	-129%	(5,471)

Notes:

- Miscellaneous income is the court summons from the bus shelter.
- Expenses are in line with the budget at the half year.

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Grants & Contributions.

	APR - SEP 2024 ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Expenditure				
Grants - Specific Powers	9,320	4,360	5,001	-13% 
Grants - The Guildhall	10,000	-	-	- 
Total Expenditure	19,320	4,360	5,001	-13%
Income over Expenditure	(19,320)	(4,360)	(5,001)	13%

Notes

- Specific Powers Grants doesn't include grants awarded at the September Full Council Meeting. Including those, at the half year, grants are in line with the budget.

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Layham Road.

	APR - SEP 2024 ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Income				
Football Hire Income	1,861	1,219	876	39% 
Other LRSB Hire Income	-	-	270	-100% 
Rugby Club Hire Income	952	633	825	-23% 
Tennis Courts	1,054	550	372	48% 
Total Income	3,867	2,402	2,343	3%
Expenditure				
Cleaning Consumables	835	372	1,646	-77% 
Contract Services	14,569	12,372	1,896	553% 
Electricity	732	67	450	-85% 
Grounds Maintenance Contract	9,793	3,264	2,968	10% 
Rates	1,798	897	987	-9% 
Repairs & Maintenance	301	60	1,425	-96% 
Trade Waste Disposal	222	-	282	-100% 
Tree Works	-	-	850	-100% 
Water & Sewage	150	28	250	-89% 
Total Expenditure	28,402	17,060	10,754	59%
Income over Expenditure	(24,535)	(14,658)	(8,411)	-74%

Notes

Income:

- Tennis Court income is increased compared to previous years as historically, whilst they've been a paid for service always, there has been a lack of control of the facilities. This year everybody is paying equally for their use.
- Football and rugby clubs have been using the facilities as standard and are invoiced accordingly, in line with budget.

Expenditure:

- Contract services is over budget as had been including the heras fencing for health and safety measures. This cost is now finished.
- Contract services includes the budgeted tennis court resurfacing. There was a timing difference in the quarter in which it was budgeted versus the quarter in which the invoice was received.

Income & Expenditure

Hadleigh Town Council

For the month ended 30 September 2024

Location is Mayoral Expenses.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Expenditure				
Mayor's Allowance	341	-	50	-100% 
Total Expenditure	341	-	50	-100%
Income over Expenditure	(341)	-	(50)	100%

Budget for the year is £702.

Note that spend in this cost centre includes the following activities during this reporting period:

- Mayor's Award Gift Voucher
- Advertising fundraising events
- Quiz night costs
- Room hire costs for fundraising events (quiz night and Christmas Carol play)
- Other mayor's event tickets (Ipswich)

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Play Areas & Other Open Spaces.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Income				
Rent Rec'd	-	-	1	-100% ↓
Total Income	-	-	1	-100%
Expenditure				
Grounds Maintenance Contract	4,019	2,651	1,656	60% ↑
Inspection Reports / Fees	70	70	350	-80% ↓
Total Expenditure	4,089	2,721	2,006	36%
Income over Expenditure	(4,089)	(2,721)	(2,005)	-36%

Notes:

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Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Special Projects.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Income				
Miscellaneous Income	191	98	550	-82% 
Total Income	191	98	550	-82%
Expenditure				
Special Project - Climate Change Activities	24	10	300	-97% 
Special Project - Hadleigh Neighbourhood Plan	680	-	-	- 
Special Project - Hadleigh Youth Strategy	5,226	4,792	5,010	-4% 
Special Project - LRSB Pavilion	35,000	35,000	207,195	-83% 
Total Expenditure	40,929	39,802	212,505	-81%
Income over Expenditure	(40,738)	(39,705)	(211,955)	81%

Notes

- Miscellaneous income = Repair Cafe donations received
- Youth Strategy spend = Ignite Festival

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is St Mary's Churchyard.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Expenditure				
Grounds Maintenance Contract	2,666	1,779	1,161	53% ↑
Tree Works	350	350	200	75% ↑
Total Expenditure	3,016	2,129	1,361	56%
Income over Expenditure	(3,016)	(2,129)	(1,361)	-56%

Notes

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is Tourism.

	APR - SEP ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Income				
Tourism Income	580	150	-	- 
Total Income	580	150	-	-
Expenditure				
Hadleigh In Bloom	2,030	19	2,500	-99% 
Total Expenditure	2,030	19	2,500	-99%

Income & Expenditure

Hadleigh Town Council

For the 3 months ended 30 September 2024

Location is War Memorial.

	APR - SEP 2024 ACTUAL	JUL - SEP 2024 ACTUAL	JUL - SEP 2024 BUDGET	VARIANCE %
Expenditure				
Grounds Maintenance Contract	795	487	279	75% ↑
Repairs & Maintenance	-	-	1,000	-100% ↓
Water & Sewage	36	18	18	2% ↑
Total Expenditure	831	505	1,297	-61%

Notes: