

Variance Analysis 2023-2024 Actual Spend Against Budget

Notes

2023-24			detail from the cash book
Current Account Balance at 31.3.23 - Audited		£1446.37	
Reserve Account at 31.3.23		£27809.27	
TOTAL		£29255.64	
2024-25			detail from the cash book
Current Account Balance at 31.3.24 - submitted		£3,224.67	
Reserve Account at 31.3.24		£25286.94	
TOTAL		£28511.61	

From the cashbook	2023-2023	2023-2024	detail from the cash book
	@ 31/03/23 Audited	@ 31/03/24	
Unearmarked Carry Forward	£1446.37	£3224.67	
Unearmarked Cash Flow Carry Forward	£1500.00	£1500.00	
TOTAL EMR'S carry forward	£26309.27	£23786.94	
	C/f	£28511.61	

Notes

FORECAST BUDGET INCOME			ACTUAL INCOME 2023/24		Variance better or worse	Explanatory notes
General	Earmarked		General	Earmarked		
£10682.00		Precept	£10682.00		0%	
£9.47		Wayleave	£9.47		0%	
£100.00		Reserve Account Bank Interest		£712.47	86%	Not a guaranteed income stream
	£390.00	Seamoor Loto		£299.00	-23%	As a lottery not a guaranteed income stream and estimated can only be set levels of previous grants
	£0.00	Donations		£165.30	100%	Income created by un-forecast external donations/fundraising
	£0.00	SCEnSus - Village Green Fundraising / Plant Stall		£119.46	100%	Income created by un-forecast external donations/fundraising
	£1250.00	Wind Farm Grant (March 2023) for EMR Allocation		£1250.00	0%	
	£350.00	Footpaths		£1300.00	74%	Additional grants received mid year for equipment
	£0.00	West Devon Sustainability Grant		£176.00	100%	Income created by un-forecast external donations/fundraising
	£0.00	DCC Locality Grant		£500.00	100%	Income created by un-forecast external donations/fundraising
	£0.00	Jubilee Mugs		£320.00	100%	Income created by un-forecast external donations/fundraising
£10791.47	£1990.00	Sub Total	£10691.47	£4842.23		
£0.00		Unearmarked cash c/f	£1142.63			
	£12781.47	TOTAL		£16676.33	0%	

NOTES &

1	Change of bank and economic situation provided interest on current savings which had not been anticipated
2	Any Lottery or one off grants achieved the financial gains cannot be forecast accurately year on year and are purely estimates.
3	None of the positive variances have an impact on the general expenditure for which the precept was set (see expenditure against precept calculated in expenditure tab)
4	VAT not included as all forecasts are based on net VAT expenditure

Forecast			Actual			Variance better or worse	Explanatory notes
General	Earmarked	Transfer to EMR	EXPENDITURE	General	Earmarked	Transfer to EMR	
£4992.00			Clerk's Wages & PAYE	£3176.88			64% Reduction in Hours for the new Clerk
£75.00			Clerks Office Consumables	£250.44			334% Additional equipment required to support the new Clerk
£0.00			Clerk's Travel	£28.35			-% Not forecast as not previously claimed
£0.00			Clerk's Home work allowance	£70.00			-% Not forecast as not previously claimed
£100.00			Chairs Allowance	£35.94			36% Reduced events due to change in Clerk and reduction in working hours
£150.00			Parish Communications	£0.00			0% All Communications undertaken via social media and Website or through Cik
£1500.00			Toilets	£1482.06			99%
£1084.00			Website administration	£0.00			0% All of the forecast wages for the website administrator were given as a contribution in kind
£350.00			Web name host & Updates	£407.50			116%
£200.00			Hall/venue hire	£139.50			70% Reduced costs due to decrease in number of Parish Council meetings and events
£345.00			Insurance	£369.89			107% Un-forecast increase in the Insurance premium
£290.00			Memberships NALC & DCT	£204.00			70% Reduced costs due to cancellation of the Zoom contract
£80.00			Licences	£132.00			165% Payment for Parish On-line licence no budgeted for in the forecast
£300.00			Audits	£330.00			110%
£467.00			Village Green	£469.17			100%
£50.00			Hedge Trim	£41.67			83%
£0.00			Playground Maintenance	£0.00			-%
£150.00			Playground Inspection	£102.00			68%
£350.00			Maintenance of Burial Ground	£350.00			100%
£75.00			Bank Charges	£72.00			96%
			Designated Earmarked Expenditure				
	£500.00		Election Costs		£2224.82		445% Two Elections in 3 months second standalone requested by Parishioners to fill casual vacancy
	£350.00		P3 - Footpaths		£4957.86		1417% This is a restricted fund and monies are part of EMR for ongoing projects coming directly from DCC
	£0.00		Toilets Maintenance		£85.00		-%
			Parish Enhancement			£2000.00	-% Transfer agreed to support major project Placed in P3 EMR
	£75.00		EMR Resilience fund		£0.00		-%
	£250.00		Training		£121.00		48% Reduced training taken up by Councillors increased budget has been identified in the next financial year to support new Councillors and Clerk.
	£150.00		SCEnSus		£0.00		-%
			Dartmoor Line		£0.00		-%
		£390.00	Seamoor lotto			£1133.50	-% Transfer agreed to support major project Placed in P3 EMR
	£81.00		Plant Stall/Village Green			£1152.20	-% Transfer agreed to support major project Placed in P3 EMR
		£25.00	Church Clock Fund			£25.00	-%
	£584.00		S137 charitable payments		£1276.89		219% Additional support given to PBR Event being underwritten by the PC
	£0.00		Prayerbook Rebellion		£250.00		-%
		£0.00	Unearmarked Cashflow		£0.00		-%
		£450.00	Defibrillator Rolling replacement			£450.00	-% Final transfer to meet the rolling replacement of the Defibrillator
		£1250.00	Windfarm			£0.00	-% To be transferred in next financial year to the Parish Enhancement fund
			Subtotal	£7661.40	£8915.57	£4760.70	
£10558.00	£1990.00	£2115.00	TOTAL Expenditure		£16576.97		

EARMARKED RESERVES					
<p>Earmarked Reserves are an important part of the Parish Councils financial plan. They ensure long-term budgetary stability. They enable the Council to manage expenditure that can be required without warning but also allow for rolling replacement by forecasting expenditure in the future avoiding undue impact on the Council Tax. Parish Councils hold earmarked reserves and an Un Earmarked Cash Flow balance in order to mitigate future financial risks.</p> <p>SCPC maintains both General Earmarked reserves - these covers items that are essential to the general functioning of the Council but are not committed/known expenditure and Designated Earmarked Reserves. These include Contingency reserves to mitigate specific future risks and liabilities.</p> <p>All the Designated Reserves are held for specific purposes and cannot be transferred or via'd to cover general expenditure, even where there is a deficit in the general funds.</p> <p>The Earmarked reserves are reviewed on an annual basis few of the general reserves are increased via the precept however some contingency reserves require maintenance and our only income to support these comes from the Annual Precept and have been considered the budget review between October and December each year.</p>					
FORECAST EARMARKED RESERVES		EAR MARKED Total RESERVES c/f	Proposed increases for 24/25	Notes of review and rationale for maintaining EMR	
	Forecast EMR @ 31/03/24	Actual @31/3/24 (unaudited)			
DESIGNATED EARMARKED RESERVES				Increase Covered By Precept	
Election costs	£1809.37	-£415.45	£3050.00	Y	Decision was made to risk manage the election expenses for statutory Election in May however requested election in September to fill a casual vacancy was not forecast and full election EMR requires replacement in new financial year
Insurance Excess	£250.00	£250.00	£0.00	NA	Contingency Reserve to cover insurance excess in case of a claim
Legal & Professional costs	£500.00	£500.00	£0.00	NA	Contingency Reserve to cover cost of expert advice when required
Defibrillator rolling replacement	£1800.00	£1800.00	£0.00	NA	Contingency reserve set up to ensure rolling replacement over 4 year contract maintained through the precept
Parish Enhancement Fund	£284.53	£37.75	£1250.00	N	Designated Reserve to enable funding to priority projects. Increase if made is through restricted grant funding and not the precept
Resilience Emergency Fund	£1858.97	£1858.97	£0.00	NA	Designated Reserve to support response to emergency incidents recommended by the Local Resilience Forum. Increase if made is through restricted grant funding and not the precept
Toilet Maintenance	£348.65	-£85.00	£185.00	Y	Whilst Phase 1 of the project is complete running repairs to maintain the asset are required Phase 2 of the project to go to public consultation
Footpaths & Lanes	£0.00	£14170.80	£0.00	NA	Designated Reserve from restricted P3 funding for priority footpath maintenance only funds used come from grants and not the precept
SCEnSus/Plant Stall/Village Green Project	£1627.44	£995.38	£0.00	NA	Designated Reserve to support current Parish Priority no increase from the precept all funds raised through events and grants
Dartmoor Line working party	£107.65	£107.65	£0.00	NA	Designated Reserve to support current Parish Priority no increase from the precept
Church Clock Fund	£300.00	£300.00	£25.00	Y	Designated Reserve set up to support a rolling replacement/ maintenance of the Parish Clock maintained through the precept
Wind Farm Grant 2021	£1250.00	£1250.00	£0.00	NA	This is a restricted grant which is to be Transferred to Parish Enhancement EMR agreed by Council
Seamoor Lotto	£1100.00	£133.55	£0.00	NA	Designated reserve raised through support to Lotto currently has 8 members in the parish
Small Grant Fund	£1717.70	£1459.14	£500.00	Y	General Reserve to cover un forecasted expenditure 'a reserve of last resort' can be incrementally increased via the Precept if required to a maximum of £4800 decision taken not to increase this financial year other than to cover existing support.
Un-earmarked Cash Flow	£2500.00	£1500.00	£1500.00	Y	General Reserve maintained to ensure effective budget management and cash flow throughout the financial year Whilst recommended that this is fixed at 3-6 months normal expenditure agreed that this year the total would not be increased to the original amount by increasing the precept.
Training	£200.00	£0.00	£0.00	NA	General Reserve to support the training and professional development of new and existing Councillors Decision not to increase through the precept this year
Bank Interest	£139.53	£942.29	£0.00	NA	General reserve for allocation to Parish Priorities
TOTAL					

Row	Date of payment	Date of meeting Authorised/ approved	Payee	Cheque	Analysis	VAT	Payments Total	Income Total	Current Account Balance	Che Out	In	Reserve Account Balance	STATEMENTS	Current	Reserve	
1	31.3.23		Opening Balances brought Forward						£1,446.37			£27,809.27	31/03/2023 C/f	£1,446.37	£27,809.27	
2	03/04/23		DCC - P3 Grant for Strimmer	BACS	EMR - P3 Footpaths			£1,010.00	£2,456.37 #			£27,809.27	30/04/2023	£6,636.10	£28,809.27	
3	04/04/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£26.00	£2,482.37 #			£27,809.27	31/05/2023	£5804.93	£28845.21	
4	05/04/23		Transfer to EMR	Trans	Transfers		£1,000.00		£1,482.37 #		£1,000.00	£28,809.27	30/06/2023	£5,410.79	£29,319.83	
5	11/04/23		NALC & DALC Subscriptions	BACS	Memberships	£21.27	£154.00		£1,307.10 #			£28,809.27	31/07/2023			
6	11/04/23		EDF	DD	Toilets - Electric		£12.00		£1,295.10 #			£28,809.27	31/08/2023	£2,007.32	29,513.33	
7	24/04/23		WDBC Precept 1	BACS	Precept			£5,341.00	£6,636.10 #			£28,809.27	30/09/2023	£7,460.71	£29,713.58	
8	03/05/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto				£6,658.10 #			£28,809.27	31/10/2023	£6,469.54	£28,599.56	
9	09/05/23		EDF	DD	Toilets - Electric		£12.00		£6,646.10 #			£28,809.27	30/11/2023	£6250.18	£28599.56	
10	17/05/23		DCC - P3 Grant	BACS	EMR - P3 Footpaths			£290.00	£6,936.10 #			£28,809.27	31/12/2023	£4871.85	£22,652.36	
11	19/05/23		Transfer to EMR	Trans	Transfers		£35.94		£6,900.16 #		£35.94	£28,845.21	31/01/2024	£5134.99	£22,672.36	
12	22/05/23		M. Pratt	BACS	Clerk's Wages		£332.80		£6,567.36 #			£28,845.21	28/02/2024	£4334.89	£23,702.36	
13	22/05/23		BHIB	BACS	Insurance		£369.89		£6,197.47 #			£28,845.21	31/03/2024	£3224.67	£25,286.94	
14	22/05/23		P. Mallet	BACS	Toilets - Wages		£83.36		£6,114.11 #			£28,845.21				
15	22/05/23		SWWA	BACS	Toilets - Water		£45.83		£6,068.28 #			£28,845.21				
16	22/05/23		M. Pratt - Printer Paper	BACS	Clerk's Office consumables	£4.80	£24.00		£6,039.48 #			£28,845.21				
17	22/05/23		M. Pratt - Printer Ink	BACS	Clerk's Office consumables	£4.54	£22.71		£6,012.23 #			£28,845.21				
18	22/05/23		HMRC	BACS	Clerk's Wages - PAYE		£83.20		£5,929.03 #			£28,845.21				
19	26/05/23		ICO	DD	Data Protection		£35.00		£5,894.03 #			£28,845.21				
20	08/06/23		EDF	BACS	Toilets - Electric		£12.00		£5,882.03 #			£28,845.21				
21	09/06/23		Transfer to EMR	Trans	Transfers		£312.06		£5,569.97 #		£312.06	£29,157.27				
22	09/06/23		Gold Coast Media	BACS	Website	£16.50	£82.50		£5,470.97 #			£29,157.27				
23	09/06/23		Rachel Avery	BACS	Internal Audit		£120.00		£5,350.97 #			£29,157.27				
24	09/06/23		P. Mallet	BACS	Toilets - Wages		£93.78		£5,257.19 #			£29,157.27				
25	09/06/23		P. Mallet	BACS	Toilets - Sundries	£1.65	£8.25		£5,247.29 #			£29,157.27				
26	09/06/23		HMRC	BACS	Clerk's Wages - PAYE		£83.20		£5,164.09 #			£29,157.27				
27	09/06/23		M. Pratt	BACS	Clerk's Wages		£332.80		£4,831.29 #			£29,157.27				
28	13/06/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£27.50	£4,858.79 #			£29,157.27				
29	20/06/23		Sale of Coronation Mugs	Cash	EMR - Coronation Mugs			£311.80	£5,170.59 #			£29,157.27				
30	26/06/23		? Query Credit Please see below *		Adjusted Credit			£258.20	£5,428.79 #			£29,157.27				
31	30/06/23		Bank Charges	BACS	Bank Charges		£18.00		£5,410.79 #			£29,157.27				
32	30/06/23		Bank Interest		Bank Interest				£5,410.79 #		£162.56	£29,319.83				
33	10/07/22		EDF	BACS	Toilets - Electric		£12.00		£5,398.79 #			£29,319.83				
34	11/07/22		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£22.00	£5,420.79 #			£29,319.83				
35	14/07/22		Adjusted Credit*		Adjusted Credit		£258.20		£5,162.59 #			£29,319.83				
36	14/07/22		Coronation Mugs	Cheque	EMR - Coronation Mugs			£8.20	£5,170.79 #			£29,319.83				
37	23/07/22		Transfer to EMR	BACS	Transfers		£331.50		£4,839.29 #		£331.50	£29,651.33				
38	24/07/23		Moneysoft Licence	BACS	Licence - payroll software	£16.40	£82.00		£4,740.89 #			£29,651.33				
39	24/07/23		M. Pratt	BACS	Clerk's Wages		£332.80		£4,408.09 #			£29,651.33				
40	24/07/23		Barkwells	BACS	EMR - Toilet Maintenance	£17.00	£85.00		£4,306.09 #			£29,651.33				
41	24/07/23		HMRC	BACS	Clerk's Wages - PAYE		£83.20		£4,222.89 #			£29,651.33				
42	24/07/23		P. Mallet	BACS	Toilets - Wages		£125.04		£4,097.85 #			£29,651.33				
43	24/07/23		P. Mallet	BACS	Toilets - Sundries	£2.66	£13.34		£4,081.85 #			£29,651.33				
44	24/07/23		DALC	BACS	EMR Training	£3.20	£16.00		£4,062.65 #			£29,651.33				
45	02/08/23		Transfer from EMR	Trans	Transfers			£138.00	£4,200.65 #		138.00	£29,513.33				
46	02/08/23		P. Mallet	BACS	Toilets - Wages		£125.04		£4,075.61 #			£29,513.33				
47	02/08/23		HMRC	BACS	Clerk's Wages - PAYE		£83.20		£3,992.41 #			£29,513.33				
48	02/08/23		SC Village Hall	BACS	Hospitality - Chairs expenses		£22.50		£3,969.91 #			£29,513.33				
49	02/08/23		SC Village Hall	BACS	Meetings		£58.50		£3,911.41 #			£29,513.33				
50	02/08/23		M. Pratt	BACS	Clerk's Wages		£332.80		£3,578.61 #			£29,513.33				
51	02/08/23		SWWA	BACS	Toilets - Water		£130.14		£3,448.47 #			£29,513.33				
52	02/08/23		Gold Coast Media	BACS	Website	£32.00	£160.00		£3,256.47 #			£29,513.33				
53	02/08/23		DALC	BACS	EMR Training	£15.00	£75.00		£3,166.47 #			£29,513.33				
54	02/08/23		EDF	DD	Toilets - Electric		£12.00		£3,154.47 #			£29,513.33				
55	08/08/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£27.50	£3,181.97 #			£29,513.33				
56	18/08/23		VAT Refund	BACS	VAT Refund			£200.23	£3,382.20 #			£29,513.33				
57	25/08/23		ODCTG	BACS	EMR - Small grants / 137		£200.00		£3,182.20 #			£29,513.33				
58	25/08/23		West Country Grounds Maintenance	BACS	Village Green	£102.16	£510.84		£2,569.20 #			£29,513.33				
59	25/08/23		P. Mallet	BACS	Toilets - Wages		£145.88		£2,423.32 #			£29,513.33				
60	25/08/23		HMRC	BACS	Clerk's Wages - PAYE		£83.20		£2,340.12 #			£29,513.33				
61	25/08/23		M Pratt	BACS	Clerk's Wages		£332.80		£2,007.32 #			£29,513.33				
62	05/09/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£20.50	£2,027.82 #			£29,513.33				
63	08/09/23		EDF	DD	Toilets - Electric		£6.00		£2,021.82 #			£29,513.33				
64	12/09/23		WDBC Precept 2	BACS	Precept			£5,341.00	£2,362.82 #			£29,513.33				
65	14/09/23		Plant Stall	Cash	EMR - Plant Stall			£106.42	£7,469.24 #			£29,513.33				
66	19/09/23		Wayleave	Cheque	Wayleave			£9.47	£7,478.71 #			£29,513.33				
67	30/09/23		Bank Charges	BACS	Bank Charges		£18.00		£7,460.71 #			£29,513.33				
68	30/09/23		Bank Interest		Bank Interest				£7,460.71 #		£200.25	£29,713.58				
69	03/10/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£20.00	£7,480.71 #			£29,713.58				
70	09/10/23		EDF	DD	Toilets - Electric		£6.00		£7,474.71 #			£29,713.58				
71	10/10/23		NALC Foundation Award Scheme	BACS	Foundation Award Scheme	£10.00	£50.00		£6,712.71 #			£29,713.58				
72	10/10/23		CAB	BACS	EMR - Small grants / 137		£100.00		£7,024.71 #			£29,713.58				
73	10/10/23		St Andrew's Church	BACS	Burial Ground Grant		£350.00		£7,124.71 #			£29,713.58				
74	10/10/23		P. Mallet	BACS	Toilets - Wages		£83.36		£6,629.35 #			£29,713.58				
75	10/10/23		P. Mallet	BACS	Toilets - Sundries		£9.49		£6,619.86 #			£29,713.58				
76	10/10/23		PFK	BACS	External Audit	£42.00	£210.00		£6,772.71 #			£29,713.58				
77	13/10/23		J Gillard	BACS	Clerk's Wages		£71.28		£6,530.98 #			£29,713.58				
78	13/10/23		HMRC	BACS	Clerk's Wages - PAYE		£17.60		£6,602.26 #			£29,713.58				
79	13/10/23		British Legion - Poppy Wreath	BACS	EMR - Small grants / 137		£100.00		£5,395.18 #			£29,713.58				
80	13/10/23		Radmore & Tucker - Strimmer etc	BACS	EMR - P3 Footpaths	£167.36	£868.44		£5,495.18 #			£29,713.58				
81	25/10/23		SWWA	BACS	Toilets - Water		£52.70		£5,342.48 #			£29,713.58				
82	25/10/23		Transfer from EMR	Trans	Transfers			£1,114.02	£6,456.50 #		£1,114.02	£28,599.56				
83	31/10/23		Plant Stall	Cash	EMR - Plant Stall			£13.04	£6,469.54 #			£28,599.56				
84	09/11/23		EDF	DD	Toilets - Electric		£6.00		£6,463.54 #			£28,599.56				
85	09/11/23		Michael Dacre	Cheque	EMR - PBR 475		£150.00		£6,313.54 #			£28,599.56				
86	09/11/23		Seamoor Lotto	BACS	EMR - Seamoor Lotto			£25.00	£6,338.54 #			£28,599.56				
87	15/11/23		P. Mallet	BACS	Toilets - Wages		£83.36		£6,255.18 #			£28,599.56				
88	15/11/23		P. Mallet	BACS	Toilets - Sundries	£0.83	£4.17		£6,250.18 #			£28,599.56				
89	08/12/23		EDF	DD	Toilets - Electric		£6.00		£6,244.18 #			£28,599.56				
90	12/12/23		WDBC Precept	BACS	EMR - Election		£2224.82		£4,019.36 #			£28,599.56				
91	12/12/23		M Harris	BACS	Clerk's Office consumables	£5.82	£144.63		£3,868.91 #			£28,599.56				
92	12/12/23		Gold Coast Media	BACS	Website	£33.00	£165.00		£3,670.91 #			£28,599.56				
93	12/12/23		M. Pratt	BACS	Clerk - Back Pay		£150.00		£3,520.91 #			£28,599.56				
94	12/12/23		P.Mallet	BACS	Toilets - Wages		£104.20		£							

[illegible]