

**Budget for Honingham Parish Council**  
**Financial Year 2019-20**      **Mid Year Figures (April-Sept)**

Receipts	2019-20 Budget	2019-20 Actual
	<b>£5858.01</b>	
<b>Balance Brought Forward</b>	<b>(estimate)</b>	<b>£6,213.84</b>
Precept	£8,500.00	£8,500.00
Donations (from Bowling Green Open Evenings)	£150.00	£77.30
VAT Refund (2018-19)		£343.25
Norfolk SLCC Training Bursary (2018-19)		£100.00
<b>TOTAL INCOME</b>	<b>£8,650.00</b>	<b>£9,020.55</b>

Bank Reconciliation (April-Sept 2019)	
Balance carried forward @ 1.4.19	£6,213.84
Income 2019-20	£9,020.55
Payments 2019-20 (inc VAT)	-£3,279.62
<b>Balance</b>	<b>£11,954.77</b>

<b>Balance in Bank</b>	<b>£11,954.77</b>
VAT to reclaim (2019-20)	£88.44
VAT to reclaim (2018-19)	£84.87

	2019-20 Budget	2019-20 Actual (inc VAT)	2019-20 Actual (exc VAT)	Over/ Under Spend (£) (exc VAT)	Against Budget (exc VAT)
<b>Payments</b>					
<b>Administration Costs</b>					
Salary Costs	£4,342.45	£1,632.53	£1,632.53	£2,709.92	38% Note 1
Office Costs	£375.00	£259.32	£223.83	£151.17	60% Note 2
NPTS Membership & Training	£300.00	£0.00	£0.00	£300.00	0%
Insurance	£640.93	£649.05	£649.05	-£8.12	101%
Audit Fees	£50.00	£50.00	£50.00	£0.00	100%
Information Commissioner's Office - Registration	£40.00	£35.00	£35.00	£5.00	88%
Play Area Inspection	£85.00	£96.00	£80.00	£5.00	94%
Village Hall Hire (AGM)	£26.40	£0.00	£0.00	£26.40	0%
Donations - Parish Pump	£200.00	£200.00	£200.00	£0.00	100%
Election Costs (Reserves)	£100.00	£100.00	£100.00	£0.00	100%
Grants	£500.00	£0.00	£0.00	£500.00	0%
<b>Sub-Total Administration Costs</b>	<b>£6,659.78</b>	<b>£3,021.90</b>	<b>£2,970.41</b>	<b>£3,189.37</b>	<b>45%</b>
<b>Maintenance</b>					
Electricity - Bowls Club	£160.00	£53.90	£51.33	£108.67	32%
Water - Bowls Club	£100.00	£52.39	£47.45	£52.55	47% Note 3
Maintenance - Bowls Club	£800.00	£140.89	£117.41	£682.59	15%
Maintenance - Play Area	£330.22	£110.54	£92.14	£238.08	28%
Maintenance - Village General	£450.00	£0.00	£0.00	£450.00	0%
<b>Sub-Total Maintenance Costs</b>	<b>£1,840.22</b>	<b>£357.72</b>	<b>£308.33</b>	<b>£1,531.89</b>	<b>17%</b>
<b>TOTAL EXPENDITURE</b>	<b>£8,500.00</b>	<b>£3,379.62</b>	<b>£3,278.74</b>	<b>£4,721.26</b>	<b>39%</b>

<b>Reserves</b>	
Solicitor Fees	£997.00
Election Costs	£100.00
Transparency Grant	£112.58
Bowls Club Sponsorship	£437.04
<b>Total Reserves</b>	<b>£1,646.62</b>

**Budget lines where expenditure is complete for the year (in green)**

Note 1	Salary costs include £1000 for overtime. Excluding overtime salary costs at 49%.
Note 2	There is a £7.50 mis-claim against office costs to be collected in Nov 19 salary & expenses
Note 3	Aug Invoice incorrectly included £4.94 VAT. Will be credited to next invoice.