

MERE TOWN COUNCIL							
BUDGET REPORT 2017/18							
	Estimated expenditure 1.12.16 - 31.3.17	LONG TERM RESERVES OR CONTINGENCIES	Actual expenditure 1.12.16 - 31.3.17	Difference at 31.3.16	Creditors 2016/17	REVISED RESERVES AT 1.4.17	BUDGET 2017/18
EXPENSES							
ADMIN							
Advertising	70.00		13.05	56.95		60.00	15.00
Audit costs				0.00			800.00
Bank charges		195.00		195.00		195.00	
Election costs		2500.00		2500.00		2500.00	1000.00
Hire of rooms	25.00	60.00	22.50	62.50		62.50	25.00
Insurance		200.00		200.00		200.00	4600.00
Legal Services		2250.00		2250.00		2250.00	
Office equipment/services/stationery			200.67	-200.67		300.00	300.00
Petty cash	200.00		147.38	52.62		50.00	360.00
Publications		105.00		105.00		105.00	
Publicity leaflet				0.00			
Rentals/rates (office)	0.00	0.00		0.00		0.00	1250.00
Subscriptions	230.00		200.00	30.00			1480.00
Telephone/broadband expenses	160.00		190.09	-30.09			500.00
Staff & Cllr. Training	1010.00			1010.00		1010.00	190.00
Travel expenses	225.00			225.00		225.00	
				0.00			
ALLOTMENTS				0.00			
Materials		110.00		110.00		110.00	150.00
Rentals	285.00		285.00	0.00		0.00	570.00
Water rates	450.00		33.69	416.31		420.00	200.00
				0.00			
ANDY YOUNG PAVILION				0.00			
Equipment & furniture		2250.00		2250.00		2250.00	200.00
Fencing & security				0.00			
Footpaths & car park		500.00		500.00		500.00	500.00
Gas		330.00	330.00	0.00			250.00
Maintenance/repairs		900.00	259.58	640.42		640.00	500.00
Cleaning equipment/materials	100.00		10.77	89.23		90.00	200.00
Water & sewerage		290.00	72.17	217.83	12.03	220.00	200.00
Consumables				0.00			
				0.00			
BAND HUT		1000.00		1000.00		1000.00	
				0.00			
BOWLING GREEN				0.00			
Repairs & Maintenance		500.00		500.00		500.00	
				0.00			
BUILDINGS				0.00			
Chapels		4155.00		4155.00		4155.00	1000.00
Clock Tower		970.00	32.94	937.06		940.00	1000.00
Clock Tower island		1490.00		1490.00		1490.00	200.00
Jubilee Garden walls		600.00		600.00		600.00	200.00

EXPENSES	Estimated expenditure	LONG TERM RESERVES OR CONTINGENCIES	Actual expenditure	Difference at	Creditors	REVISED	BUDGET
	1.12.16 - 31.3.17		1.12.16 - 31.3.17	31.3.16		RESERVES AT 1.4.17	
Pennybank Lane walls		2200.00		2200.00		2200.00	200.00
War Memorial		1850.00		1850.00		1850.00	200.00
Huntsgate Play Area Walls & railings		600.00		600.00		600.00	200.00
Horticultural Shed		185.00		185.00		185.00	200.00
Office				0.00			200.00
Telephone kiosk - The Square				0.00			50.00
				0.00			
CAPITAL PROJECT				0.00			
Landrover/vehicle + trailer		2150.00		2150.00		2150.00	1000.00
Litter bins		1000.00	83.75	916.25		920.00	
Machinery & Equipment/grounds		5235.00		5235.00		5235.00	3000.00
Office equipment				0.00			300.00
Seats/benches				0.00			
Xmas Lights		875.00	141.50	733.50		730.00	
Play Equipment for Castle Hill Play Area		250.00		250.00		250.00	1000.00
Skatepark				0.00			
Outdoor Gym equipment		1000.00		1000.00		1000.00	2500.00
Public Access Defibrillator		750.00		750.00		750.00	
				0.00			
CAR PARKS				0.00			
Castle Street Car Park - Rates	0.00	0.00		0.00		0.00	1400.00
Salisbury Street Car Park - Rates				0.00			4250.00
Long term reserves for maintenance		4232.00	600.00	3632.00		3632.00	500.00
				0.00			
CASTLE HILL				0.00			
Flags	150.00	185.00	257.30	77.70		80.00	200.00
Flag pole		435.00		435.00		435.00	200.00
Grass,seeds & weed control		250.00		250.00		250.00	
Maintenance of floodlight		420.00		420.00		420.00	
Rentals				0.00			12.50
Signs/information boards		290.00		290.00		290.00	
Gates/fences/footpaths		440.00	63.18	376.82		375.00	
Tree management		580.00		580.00		580.00	
				0.00			
CASTLE HILL ENVIRONMENT PLAN/HLS	850.00		848.55	1.45			
				0.00			
CEMETERY				0.00			-
Rates				0.00			1100.00
Walls, railings & footpaths		1575.00	22.27	1552.73		1550.00	
Water rates				0.00			150.00
Signs & security		305.00		305.00		305.00	
Tree Management		260.00	230.11	29.89		30.00	200.00
Weed management		150.00		150.00		150.00	
materials/repairs	45.00			45.00		45.00	200.00
NEW CEMETERY				0.00			
Fencing, gates & hedging				0.00			
New gates & drive		800.00		800.00		800.00	200.00
Water	100.00	250.00	15.30	334.70		330.00	

EXPENSES	Estimated expenditure 1.12.16 - 31.3.17	LONG TERM RESERVES OR CONTINGENCIES	Actual expenditure 1.12.16 - 31.3.17	Difference at 31.3.16	Creditors 2016/17	REVISED RESERVES AT 1.4.17	BUDGET 2017/18
Planting scheme		200.00		200.00		200.00	50.00
Litter bin				0.00			
Lych Gate				0.00			
Drainage & Paths				0.00			2000.00
Signage				0.00			
				0.00			
CHAIRMAN'S EXPENSES	500.00			500.00	500	500.00	515.00
CHAIRMAN'S PENDANT	80.00			80.00		80.00	100.00
				0.00			
CHANGING ROOMS				0.00			
Electricity	265.00	200.00	450.52	14.48	213.33	215.00	600.00
Fire alarm maintenance		180.00		180.00		180.00	
Gas	400.00		641.66	-241.66	355.66	355.00	1200.00
Maintenance/repair		1850.00	314.95	1535.05		1535.00	200.00
Water & sewerage	200.00	200.00	207.75	192.25	41.16	190.00	300.00
Water testing	850.00			850.00		850.00	
				0.00			
CRICKET				0.00			
Water & Sewerage			7.48	-7.48			
				0.00			
DONATIONS				0.00			
Recreation Ground Charity				0.00	9200	9200.00	
Mere Museum				0.00			
				0.00			
DUCHY MANOR GROUNDS				0.00			
Maintenance		890.00		890.00		890.00	110.00
Rates				0.00			1775.00
Rentals			200.00	-200.00			200.00
Security		135.00		135.00		135.00	50.00
Signs		640.00		640.00		640.00	
Tree management		1050.00		1050.00		1050.00	300.00
Tractor storage				0.00			
				0.00			
Entertainment (fireworks)				0.00			
FLORAL ENHANCEMENTS				0.00	326.99	330.00	1650.00
				0.00			
FOOTPATHS				0.00			
Footpath Group	200.00			200.00		200.00	
Seed money to tarmac Burton Path							1000.00
Fingerpost Signs		350.00	129.39	220.61		220.00	
				0.00			
GROUNDS EQUIPMENT				0.00			
Tools & equipment		125.00	61.14	63.86		65.00	100.00
Branded work clothing							300.00
				0.00			
GROUNDS EXPENSES				0.00			
Fuel & Oil	1000.00		538.71	461.29		460.00	2650.00
Hedge cutting		565.00		565.00		565.00	350.00

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	1.12.16 - 31.3.17		1.12.16 - 31.3.17	31.3.16		RESERVES AT 1.4.17	
Hedge planting/gates/fences		295.00		295.00		295.00	
Play equipment repairs (in house)		675.00		675.00		675.00	
Seats & benches repairs/maintenance		345.00	84.09	260.91		260.00	
Signs		600.00		600.00		600.00	
sundries	80.00		11.95	68.05		70.00	200.00
labour				0.00			
				0.00			
GROUNDS MACHINERY				0.00			
General repairs/service fund				0.00			
Echo hedgetrimmer		200.00	71.45	128.55		130.00	
topper (flail mower)		290.00		290.00		290.00	
Trimac roller mower		730.00	120.00	610.00		610.00	500.00
Husqvarna chainsaw		140.00		140.00		140.00	100.00
Husqvarna ride-on mower		300.00	47.50	252.50		250.00	1000.00
Stihl blower		200.00		200.00		200.00	
hand mower		400.00		400.00		400.00	
Kubota Tractor				0.00			1000.00
Kawasaki Brushcutter (1)		290.00		290.00		290.00	200.00
Kawasaki Brushcutter (2)		295.00		295.00		295.00	200.00
Kawasaki hedgecutter		160.00	195.05	-35.05			200.00
Ifor Williams Trailer				0.00			150.00
Generator				0.00			50.00
Mitsubishi L200		250.00		250.00		250.00	500.00
Ride-on mower (old one refurbished)			45.83	-45.83			200.00
GROUNDS SUNDRIES	130.00		42.00	88.00		90.00	385.00
Bolts, washers, nails & screws				0.00			
Tools				0.00			
Padlocks				0.00			
cement/grease etc.				0.00			
Strimmer line				0.00			
				0.00			
HEALTH & SAFETY				0.00			
Fire safety	55.00	70.00	53.43	71.57		70.00	100.00
First aid		90.00		90.00		90.00	50.00
Pest control		40.00		40.00		40.00	50.00
Play equipment inspection				0.00			300.00
PPE	70.00		14.43	55.57		55.00	200.00
Tree inspection		1400.00		1400.00		1400.00	200.00
Signs		115.00		115.00		115.00	30.00
PAT testing		330.00		330.00		330.00	330.00
Fixed Wire Testing	840.00			840.00		840.00	200.00
Legionella Risk Assessments (see water testing under ch		200.00	2.99	197.01		200.00	200.00
				0.00			
HUNTSGATE (Walnut Road) PLAY AREA		605.50		605.50		605.50	1000.00
				0.00			
KINGSMERE/LONGHILL OPEN SPACE		5935.00		5932.25		5004.94	
see summary				0.00			

EXPENSES	Estimated expenditure	LONG TERM RESERVES OR CONTINGENCIES	Actual expenditure	Difference at	Creditors	REVISED	BUDGET
	1.12.16 - 31.3.17		1.12.16 - 31.3.17	31.3.16		RESERVES AT 1.4.17	
Mere Community Area Partnership		500.00		500.00		500.00	
				0.00			
MUGA				0.00			
Maintenance		1900.00	180.63	1719.37		1720.00	200.00
Floodlights		1055.00	656.50	398.50		400.00	400.00
				0.00			
PAYROLL	28000.00		24107.42	3892.58	3498.85	3500.00	82100.00
Groundsman's Assistant				0.00			
PAYE				0.00			
Pension				0.00			
Salaries & Wages				0.00			
				0.00			
PUBLICITY/TOURISM PROMOTION				0.00			
Website	85.00	345.00	27.96	402.04		400.00	
				0.00			
PUBLIC TOILETS				0.00			
Toilet cleaner wages				0.00			
Cleaning Equipment	100.00	60.00	41.21	118.79		120.00	100.00
Cleaning Products	170.00		41.26	128.74		130.00	260.00
Dispensers	70.00			70.00		70.00	
Key cutting & security				0.00			
Plumbing & repairs	400.00		147.17	252.83			1200.00
Sanitary & litter bins				0.00			75.00
Soap				0.00			60.00
Toilet Rolls	150.00		51.96	98.04		100.00	500.00
Personnel fee for holiday cover		175.00		175.00		175.00	600.00
Electricity	220.00		242.72	-22.72	75.04	75.00	660.00
Water & sewerage	1500.00		1595.32	-95.32			800.00
				0.00			
RECREATION GROUND CHARITY EXPENSE				0.00			
Gates, fencing, locks & security		380.00		380.00		380.00	
Health & safety		100.00		100.00		100.00	
Legal/valuations		100.00		100.00		100.00	
Play equipment		1180.00		1180.00		1180.00	2000.00
Signs		165.00		165.00		165.00	
Speed ramps				0.00			
Tennis courts		400.00		400.00		400.00	400.00
Water rates		240.00		240.00		240.00	
Litter bins				0.00			
Trees		1800.00		1800.00		1800.00	400.00
Skate Park Maintenance		500.00		500.00		500.00	
Car Park repairs		850.00		850.00		850.00	
Youth Club Building	1500.00	465.00	1390.38	574.62		1930.00	1500.00
				0.00			
RIVERS		1250.00		1250.00		1250.00	
				0.00			
SECTION 137				0.00			
Flag Raising	0.00			0.00		0.00	80.00

EXPENSES	Estimated expenditure 1.12.16 - 31.3.17	LONG TERM RESERVES OR CONTINGENCIES	Actual expenditure 1.12.16 - 31.3.17	Difference at 31.3.16	Creditors 2016/17	REVISED RESERVES AT 1.4.17	BUDGET 2017/18
Leisure Credits Scheme	0.00			0.00		0.00	465.00
Mere & District Linkscheme	0.00			0.00		0.00	600.00
Mere Matters	0.00			0.00		0.00	600.00
Memorial Wreath				0.00			40.00
Xmas lights	300.00		296.81	3.19			300.00
Wiltshire Good Neighbours	0.00			0.00		0.00	100.00
A rea Board Support Grants				0.00			500.00
				0.00			
STREET CLEANING				0.00			
Bin bags & consumables	140.00		302.10	-162.10			200.00
Protective Clothing	50.00			50.00		50.00	
Wages/Labour				0.00			2000.00
Commercial Waste collection charge				0.00			1200.00
Bin repairs/materials				0.00			200.00
SWIMMING POOL				0.00			
Electricity			3.69	-3.69			
Water usage				0.00			
Security fencing				0.00			
				0.00			
VAT			1488.99	-1488.99			
				0.00			
WHITE ROAD GARDENS PLAY AREA		14385.00	14.88	14370.12		13201.66	
see summary				0.00			
Noticeboard for Town Centre		600.00		600.00		600.00	
				0.00			
Signwriting on vehicle			170.00	-170.00			100.00
Contirubtion towards SID				0.00			250.00
Contribution towards Traffic Managem	1500.00		1500.00	0.00	1500	1500.00	
Public Access Defibrillator			38.00	-38.00			300.00
Contingency Fund				0.00			
	42755.00	91462.50	39597.12	94617.63	15723.06	107906.60	151937.50

INCOME	Estimated income	Received 1.12.16 -	Debtors		Estimated
	1.12.16 - 31.3.17	31.3.17	1.4.17	income	2017/18
			2016/17 @ 31.3.17	Outstanding Debtors	
ADMINISTRATION					
Overpayments, insurance claims etc					
Kilmington Parish Council					150.00
West Knoyle Parish Council					74.00
Sale of Assets	150.00	240.00			
Poppy Wreath	18.00	18.00			20.00
ALLOTMENTS					
Rentals	882.35	1136.22			1300.00
Band Hut rent					25.00
Business Rate Relief Grant					
HLS Scheme (Natural England)					
Capital Works grant					
Annual payment	795.00				795.00
CEMETERY					
Burial fees & charges	1660.00	1373.00			6360.00
Croquet Club	250.00	250.00			500.00
FLORAL SPONSORS		360.00	160.00	160.00	500.00
FOREST DEER LEAZES					32.00
GRANTS & DONATIONS					
Archery (2 clubs)		392.00			405.00
Bowling					
Cricket	315.00		315.00	315.00	324.45
Football (Adult)	645.00	645.00			656.00
Football (Youth)	645.00	645.00			656.00
Seats & Benches					
Flags					
Mere Dental Practice	190.00	202.00			195.00
Bowling Club reimbursements					
Maintenance charges for Recreation Ground			9103.88		9103.88
Pledges by businesses for car park	4000.00	3400.00	400.00	400.00	4000.00
Wiltshire Council (payment towards direct costs of providing public toilets)					5932.00
Wiltshire Council (payment in lue of savings for transport costs - pubic toilets)					605.00
Wiltshire Council (Area Board Grant for fingerpost sign)					900.00
Grant towards outdoor gym (Tesco Bags for Life)		1000.00			

INCOME	Estimated income	Received 1.12.16 -	Debtors	Rec'd since	Estimated	
	1.12.16 - 31.3.17	31.3.17	2016/17 @ 31.3.17	1.4.17	income	2017/18
					Outstanding Debtors	
Mere Rivers Group						
Mere Parochial Church Council	430.00		430.00	430.00		442.00
INTEREST	363.87	321.58				380.00
POLICY R2						
PRECEPT						121204.50
RECREATION GRD. CHARITY						
Youth Club						
Wessex Water						
Tennis Courts						
Sale of assett						
Vat repayment	4005.78	4518.41	1082.76		1082.76	
	14350.00	14501.21	11491.64	1305.00		145455.95

KINGSMERE & LONG HILL OPEN SPACE SUMMARY 2016/17

Reserves brought forward at 1.4.16 5932.25

INCOME

RPA (HLS Scheme - half of Annual Payment)	397.5	
Sale of Assets (logs)		
Interest calculated @ 0.45%	26.7	
	<u>424.2</u>	<u>424.2</u>
		6356.45

EXPENDITURE

Labour costs	1.49%		
Administration:	9355.08	1.49%	139.39
Capital Project (office equipment)	501.28	1.49%	7.47
Grounds expenses	7589.41	1.49%	113.08
Health & Safety (Protective Clothing)	112.97	1.49%	1.66
Payroll	71720.97	1.49%	1068.64
Litter & waste removal	1427.95	1.49%	21.27
		<u>1351.51</u>	<u>-1351.51</u>

Balance transferred to reserves at 31.3.17 5004.94

WHITE ROAD GARDENS PLAY AREA SUMMARY 2016/17

Revised reserves at 1.4.16 14385.44

INCOME

Interest calculated @ 0.45% 64.73
14450.17

EXPENDITURE

Labour costs: 1.36%

Administration:	9355.08	1.36%	127.23
Capital Project	501.28	1.36%	6.82
Grounds expenses	7589.41	1.36%	103.22
Health & Safety (PPE)	112.97	1.36%	1.54
Payroll	71720.97	1.36%	975.4
Litter & waste removal	1427.95	1.36%	19.42
Specific Expenses	14.88	100%	14.88

1248.51 -1248.51

Balance transferred to reserves at 31.3.17 13201.66

**MERE PEACE MEMORIAL SPORTS & RECREATION GROUND CHARITY
SUMMARY 2016/17**

INCOME

0.00 0

EXPENDITURE

Labour costs 7.32%

Administration:	9355.08	7.32%	684.79
Capital Project (Office equipment)	501.28	7.32%	36.69
Grounds expenses	7589.41	7.32%	555.54
Health & Safety (Protective Clothing)	112.97	7.32%	8.27
Payroll	71720.97	7.32%	5249.97
Litter & waste removal	1427.95	7.32%	104.53

Specific Expenses

Litter bin	238.95	100.00%	238.95
Tennis courts, youth club building + security	1657.5	100.00%	1657.5
Play Equipment safety inspection	297.5	50.00%	148.75
Security (locking gates)	1256.8	33.33%	418.89
			<u>9103.88</u>

This is the net figure owed to the Parish Council by the Recreation Ground Charity 9103.88

Therefore the Parish Council will need to donate £9200.00 to the Recreation Ground Charity

Summary at 31.3.17		Balances in Bank accounts at 31.3.17			Budget/Expenditure Summary		
Cash Book SUMMARY		Deposit a/c		42405.14	Balances at 31.3.17		98538.02
Opening balance at 1.4.16	96401.58	General account		3526.54	less revised reserves (including credits)		-107906.60
Add total receipts	159579.74	Imprest account		1238.89			-9368.58
Deduct total payments	-157443.30	National Savings Account		52216.39	add 2016/17 debtors		11491.64
							2123.06
		Less: any unrepresented cheques at 31.3.17			add 2017/18 estimated income		145455.95
							147579.01
		General account		-3065.17	less budgeted expenses for 2016/17		-151937.50
					surplus/deficit		-4358.49
		Imprest account		-649.99			
		Add: any unbanked cash at 31.3.17		2866.22			
	98538.02	Net balance at 31.3.17		98538.02			