

LLWYDCOED CREMATORIUM JOINT COMMITTEE

13th December 2016

REPORT OF THE TREASURER

1.0 PURPOSE OF THE REPORT

1.1 This report is intended to provide Members with an update on the 2016/17 Budget Monitoring position.

2.0 RECOMMENDATIONS

2.1 It is recommended that members note the budget monitoring position.

3.0 2016/17 Budget Monitoring Report

3.1 The Budget Monitoring Report provides a comparison of actual and projected expenditure and income against the approved budget for the first eight months of 2016/17 financial year. This is shown in the attached Appendix 1.

3.2 The Joint Committee on 22nd March 2016 approved a revenue budget for 2016/17, which projected a net contribution to reserves of £432,740.

3.3 Projected expenditure for 2016/17 totals £420,452 against a budget of £438,840 – an under spend of £18,388.

3.4 The main expenditure variance is as follows: -

- Supplies & Services £14,529 underspend. This is mainly due to Audit Fees projected to be £5.5k less than budget, along with other, general under spends offset by an increase in Medical Expenses resulting from an increase in the projected number of Cremations for the year.

3.5 Projected income for 2016/17 totals £935,836 against a budget of £868,080 showing a surplus of income of £67,756. This is based on the best estimates of the number of cremations to the year-end and will continue to be monitored closely.

3.6 Capital expenditure of £242,871 has been incurred to the end of November in relation to the replacement of the cremators.

3.7 Summary position for 2016-17

	£
General Reserves brought forward 1st April 2015	1,479,506
Net revenue charge to reserves in 2015-16	<u>(669,728)</u>
General Reserves carried forward 31st March 2016	809,778
Projected Net Revenue contribution to reserves in 2016/17	<u>276,013</u>
Projected General Reserves 31st March 2017	1,085,791

- 3.8 Appendix 1 shows that during 2016-17 the balance brought forward of **£809,778** is anticipated to increase by **£518,884** from a surplus on revenue, offset by Capital expenditure incurred to date of **£242,871**, taking the projected reserves available as at 31st March 2017 to **£1,085,791**.

4.0 **SUMMARY**

- 4.1 The level of reserves will be dependent upon the 2016-17 final revenue position and any further capital expenditure required as part of the ongoing delivery of the service. This will be monitored closely as part of the Budget Monitoring process and reported to the Joint Committee at appropriate intervals.

					Appendix 1
2016-17					
	Budget	Actual to 29th November 2016	Projected outturn	Projected variance	Comments
	£	£	£	£	
OPERATING EXPENDITURE					
Employees					
Admin salaries	77,640	49,046	76,070	-1,570	
Technicians wages	83,160	50,306	80,323	-2,837	
Agency staff	8,080	0	5,178	-2,902	
	168,880	99,352	161,571	-7,309	
Premises					
Repair and Maintenance	60,000	21,796	60,000	0	
Gas	30,825	8,362	30,825	0	
Electricity	7,815	3,864	7,815	0	
NNDR	17,910	17,690	17,690	-220	
Council Tax	0	684	684	684	
Water Charges	1,320	354	1,320	0	
Fixtures and Fittings	2,500	357	2,500	0	
Cleaning Materials	800	979	800	0	
General Insurance	5,800	0	5,800	0	
	126,970	54,087	127,434	464	
Transport					
Plant and Vehicles	1,500	110	1,500	0	
Car Allowances/Subsistence	1,500	0	0	-1,500	
	3,000	110	1,500	-1,500	
Supplies and Services					
Plaques and Memorials	14,000	5,358	11,293	-2,707	
Caskets and Urns	5,000	575	3,636	-1,364	
Books of Remembrance	2,000	886	1,156	-844	
Hire Of Equipment	7,000	6,781	6,781	-219	
Computer Costs	8,500	0	8,500	0	
Protective Clothing	1,500	1,400	1,500	0	
Office expenses	5,500	5,177	5,500	0	
Subscriptions	900	664	1,414	514	
Analyst's Fees	6,000	1,145	1,145	-4,855	
Medical Expenses	21,460	13,184	23,236	1,776	
Other Hired Services	0	0	0	0	
Consultants Fees	2,000	0	1,100	-900	
Audit Fees	7,000	-1,500	1,500	-5,500	
Training	500	0	500	0	
Other Miscellaneous Expenses	0	-7,592	0	0	
Credit/Debit Card Transaction Charges	500	0	50	-450	
Employers liability insurance	1,500	0	1,520	20	
	83,360	26,078	68,831	-14,529	
Support costs					
Central Support costs	56,630	0	61,116	4,486	
	56,630	0	61,116	4,486	
Total Operating Expenditure	438,840	179,627	420,452	-18,388	
OPERATING INCOME					
Caskets and Urns	-7,815	-2,916	-6,408	1,407	
Plaques and Memorials	-18,755	-14,008	-19,539	-784	
Cremation Fees	-756,660	-487,204	-813,510	-56,850	Estimated 1,256 Cremations
Books of Remembrance	-2,085	-2,374	-3,525	-1,440	
Burial Fees	-58,615	-25,806	-55,844	2,771	
Exhumation Fees	-690	-388	-1,094	-404	
Chapel Use	-5,970	-3,462	-7,418	-1,448	
Memorial permits	-8,335	-12,247	-18,371	-10,036	
Mercury Abatement Income	-9,000	0	-9,834	-834	50% of 1,256 Cremations @ £15.66
Energy Savings	0	0	-293	-293	
Vending Sales	-155	0	0	155	
Total Operating Income	-868,080	-548,405	-935,836	-67,756	
Operating Surplus	-429,240	-368,778	-515,384	-86,144	
Interest on Investments/ Balances	-3,500	0	-3,500	0	
Net contribution to/from Reserves	-432,740	-368,778	-518,884	-86,144	
General reserves B/F	809,778		809,778	0	
Contributions to/ from Revenue	432,740	0	518,884	86,144	
Capital expenditure charged to reserves	0	-242,871	-242,871	-242,871	Cremator Replacement Expenditure
General reserves C/F	1,242,518		1,085,791	-156,727	

LOCAL GOVERNMENT ACT 1972

As amended by

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

LLWYDCOED CREMATORIUM JOINT COMMITTEE

13th December 2016

Report of the Treasurer to Llwydcoed Crematorium

LIST OF BACKGROUND PAPERS

Ref:

Item 1 – 2016/17 Budget Monitoring Report

Contact Officer

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