

LLWYDCOED CREMATORIUM JOINT COMMITTEE

10th December 2019

REPORT OF THE TREASURER

1.0 PURPOSE OF THE REPORT

1.1 This report is intended to provide Members with an update on the 2019/20 Budget Monitoring position.

2.0 RECOMMENDATIONS

2.1 It is recommended that members note the 2019/20 Budget Monitoring position.

3.0 2019/20 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 seven months of 2019/20 financial year. This is shown in the attached Appendix 1.

3.2 The Joint Committee on 19th March 2019 approved a revenue budget for 2019/20, which projected a net contribution to reserves of £533,420.

3.3 Projected expenditure for 2019/20 totals £711,563 against a budget of £601,010 – an over spend of £110,553.

3.4 The main expenditure variance is as follows: -

- Employees £9,076 over spent. This is due to sickness cover costs.
- Premises £80,654 over spent. This is due to inclusion within the projected expenditure of proposed capital projects.
- Transport £22,428 overspent. This is due to the purchase of a replacement ATV with snow plough attachment.

3.5 Projected income for 2019/20 totals £1,071,571 against a budget of £1,130,930 showing an under recovery of income of £59,359. 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 Summary position for 2019/20

| | |
|--|------------------|
| | £ |
| General Reserves carried forward 31st March 2019 | 2,206,268 |
| Projected Net Revenue contribution to reserves in 2019/20 | <u>363,507</u> |
| Projected General Reserves 31st March 2020 | 2,569,775 |

4.0 SUMMARY

- 4.1 The level of reserves will be dependent upon the 2019/20 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

| 2019-20 | | | | | Comments |
|--|---|---------------------------|----------------------------|-----------------|--|
| Budget £ | Actual to 31st October 2019 £ | Projected outturn £ | Projected variance £ | | |
| OPERATING EXPENDITURE | | | | | |
| Employees | | | | | |
| Admin salaries | 82,850 | 51,685 | 83,558 | 708 | |
| Technicians wages | 87,050 | 53,880 | 88,054 | 1,004 | |
| Agency staff | 75,170 | 36,319 | 82,534 | 7,364 | Additional costs due to admin sickness cover |
| | 245,070 | 141,884 | 254,146 | 9,076 | |
| Premises | | | | | |
| Repair and Maintenance | 41,530 | 66,491 | 124,067 | 82,537 | Projected outturn reduced since Qtr 1 as £57k cost of car park works will now be carried out in 20-21. |
| Gas | 24,020 | 12,076 | 25,372 | 1,352 | |
| Electricity | 21,410 | 18,524 | 27,744 | 6,334 | |
| NNDR | 36,940 | 37,346 | 37,346 | 406 | |
| Council Tax | 1,430 | 1,524 | 1,524 | 94 | |
| Water Charges | 520 | 223 | 700 | 180 | |
| Fixtures and Fittings | 15,000 | 0 | 0 | -15,000 | |
| Cleaning Materials | 1,200 | 0 | 5,952 | 4,752 | |
| General Insurance | 5,800 | 0 | 5,800 | 0 | |
| | 147,850 | 136,185 | 228,504 | 80,654 | |
| Transport | | | | | |
| Plant and Vehicles | 3,000 | 22,509 | 25,428 | 22,428 | £22k Purchase replacement ATV with snow plough attachment gator on approved list of capital projects |
| | 3,000 | 22,509 | 25,428 | 22,428 | |
| Supplies and Services | | | | | |
| Plaques and Memorials | 14,000 | 8,269 | 14,600 | 600 | |
| Caskets and Urns | 5,000 | 2,095 | 5,000 | 0 | |
| Books of Remembrance | 2,000 | 1,194 | 2,000 | 0 | |
| Hire Of Equipment | 6,500 | 10,430 | 11,620 | 5,120 | Increased costs due to Wesley Media works |
| Computer Costs | 4,500 | 0 | 4,500 | 0 | |
| Protective Clothing | 2,000 | 0 | 1,000 | -1,000 | |
| Office expenses | 9,300 | 3,733 | 6,870 | -2,430 | |
| Subscriptions | 1,650 | 0 | 960 | -690 | |
| Analyst's Fees | 1,150 | 1,145 | 1,145 | -5 | |
| Medical Expenses | 29,000 | 12,806 | 27,000 | -2,000 | |
| Contractor Payments | 48,500 | 24,130 | 49,000 | 500 | |
| Audit Fees | 2,000 | -1,300 | 500 | -1,500 | |
| Training | 600 | 475 | 600 | 0 | |
| Other Miscellaneous Expenses | 400 | 112 | 200 | -200 | |
| Credit/Debit Card Transaction Charges | 100 | 0 | 100 | 0 | |
| Employers liability insurance | 1,560 | 0 | 1,560 | 0 | |
| | 128,260 | 63,090 | 126,655 | -1,605 | |
| Support costs | | | | | |
| Central Support costs | 76,830 | 0 | 76,830 | 0 | |
| | 76,830 | 0 | 76,830 | 0 | |
| Total Operating Expenditure | 601,010 | 363,668 | 711,563 | 110,553 | |
| OPERATING INCOME | | | | | |
| Caskets and Urns | -8,130 | -3,079 | -5,280 | 2,850 | |
| Plaques and Memorials | -21,420 | -14,137 | -24,240 | -2,820 | |
| Cremation Fees | -1,032,340 | -507,521 | -960,630 | 71,710 | |
| Books of Remembrance | -2,310 | -1,208 | -2,074 | 236 | |
| Burial Fees | -45,210 | -21,508 | -50,864 | -5,654 | |
| Exhumation Fees | -1,000 | -1,136 | -1,947 | -947 | |
| Chapel Use | -10,940 | -4,840 | -8,297 | 2,643 | |
| Memorial permits | -9,580 | -7,237 | -12,406 | -2,826 | |
| Mercury Abatement Income | 0 | 0 | -4,412 | -4,412 | |
| Energy Savings | 0 | -828 | -1,419 | -1,419 | |
| Vending Sales | 0 | 0 | 0 | 0 | |
| Total Operating Income | -1,130,930 | -561,493 | -1,071,571 | 59,359 | |
| Operating Surplus | -529,920 | -197,825 | -360,007 | 169,913 | |
| Interest on Investments/ Balances | -3,500 | 0 | -3,500 | 0 | |
| Net contribution to/from Reserves | -533,420 | -197,825 | -363,507 | 169,913 | |
| General reserves B/F | 2,206,268 | | 2,206,268 | 0 | |
| Contributions to/ from Revenue | 533,420 | | 363,507 | -169,913 | |
| General reserves C/F | 2,739,688 | | 2,569,775 | -169,913 | |

LOCAL GOVERNMENT ACT 1972

As amended by

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

LLWYDCOED CREMATORIUM JOINT COMMITTEE

10th December 2019

Report of the Treasurer to Llwydcoed Crematorium

LIST OF BACKGROUND PAPERS

Ref:

Item 1 – 2019/20 Budget Monitoring Report

Contact Officer

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