

LLWYDCOED CREMATORIUM JOINT COMMITTEE

11th December 2014

REPORT OF THE TREASURER

1. Introduction

The purpose of this report is to provide details of actual spend to 28th November 2014 and a projection of the final outturn for 2014-15 based on this. These are shown in the attached Appendix 1.

2. Budget Monitoring Report 2014/15

2.1 The Joint Committee on 20th March 2014 approved a revenue budget for 2014/15, which projected a net contribution to reserves of £272,320.

Appendix 1 gives details of this budget, actuals to 28th November 2014 and projected outturn figures for 2014-15

2.2 Expenditure

Expenditure for 2014/15 is projected to be £494,954 against a budget of £506,820 – an underspend of £11,866.

The main expenditure variances are as follows: -

- **Employee costs £16,967 underspend.** This is mainly due to the vacant Superintendent & Registrar post following Clive Lewis's departure.
- **Premises costs £4,277 underspend.** This is mainly due to the estimated expenditure on gas.
- **Supplies & Services £9,878 overspend.** This is mainly due to ongoing IT costs and audit fees being higher than expected.

2.3 Income

Operating income for 2014/15 is projected to be £804,030 against a budget of £776,810, showing a surplus of income of £27,220.

The main income variance is as follows:-

- **Cremation Fees £31,720 surplus of income**

This is based on the best estimates of income to year end and will continue to be monitored closely.

2.4 **Capital Expenditure**

Capital expenditure of £243,127 has been incurred in relation to the replacement of the cremators, which includes an initial payment of £197k towards the supply of cremators, mercury abatement and ancillary equipment.

2.5 **Summary position for 2014-15**

	£
General reserves brought forward 1 st April 2013	1,139,993
Net revenue contributions to reserves in 2013-14	<u>243,030</u>
General reserves carried forward 31 st March 2014	<u>1,383,023</u>

Appendix 1 shows that during 2014-15 the balance brought forward of **£1,383,023** is anticipated to increase by **£311,406** from a surplus on revenue, offset by Capital expenditure incurred to date of **£243,127**, taking the estimated reserves available as at 31st March 2015 to **£1,451,302**.

This position will be dependent upon the 2014-15 final position which will be monitored closely as part of the budget monitoring process and reported to the Joint Committee at appropriate intervals.

3. **RECOMMENDATIONS**

To note the budget monitoring position.

LOCAL GOVERNMENT ACT 1972

As amended by

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

LLWYDCOED CREMATORIUM JOINT COMMITTEE

11th December 2014

Report of the Treasurer to Llwydcoed Crematorium

LIST OF BACKGROUND PAPERS

Ref:

Contact Officer

Item 1 - Budget Monitoring Report 2014/15

Beth Gough / Gareth Richards
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Appendix 1

Appendix 1					
2014-15					
	Budget	Actuals to P8	Projected outturn	Projected variance	Comments
	£	£	£	£	
<u>OPERATING EXPENDITURE</u>					
<u>Employees</u>					
Admin salaries	115,140	71,792	98,555	-16,585	Part year vacancy superintendent registrar post
Technicians wages	77,050	49,628	76,942	-108	
Caretakers / Crematorium Asst / Gatekeepers wages	23,890	13,398	21,615	-2,275	
Agency staff	6,000	3,813	8,000	2,000	
	222,080	138,631	205,113	-16,967	
<u>Premises</u>					
Repair and Maintenance	60,000	31,665	60,000	0	
Gas	39,030	17,029	36,128	-2,902	
Electricity	8,050	2,670	8,050	0	
NNDR	17,220	17,217	17,217	-3	
Water Charges	1,300	602	1,300	0	
Fixtures and Fittings	2,500	658	1,000	-1,500	
Cleaning Materials	800	598	800	0	
General Insurance	5,500	5,628	5,628	128	
	134,400	76,067	130,123	-4,277	
<u>Transport</u>					
Plant and Vehicles	1,500	0	1,500	0	
Car Allowances/Subsistence	1,500	534	1,000	-500	
	3,000	534	2,500	-500	

	2014-15				Comments
	Budget	Actuals to P8	Projected outturn	Projected variance	
Supplies and Services					
Plaques and Memorials	15,500	6,874	13,000	-2,500	
Caskets and Urns	5,000	3,970	5,000	0	
Books of Remembrance	2,000	1,378	2,000	0	
Hire Of Equipment	6,500	6,915	6,915	415	
Computer Costs	5,500	5,876	10,000	4,500	
Protective Clothing	1,500	883	1,500	0	
Office expenses	5,500	3,943	5,500	0	
Subscriptions	800	0	800	0	
Analyst's Fees	5,000	2,331	6,000	1,000	
Medical Expenses	21,460	13,277	22,755	1,295	
Other Hired Services	17,400	11,610	18,450	1,050	
Consultants Fees	3,000	1,193	1,193	-1,807	
Audit Fees	2,000	-6,957	7,000	5,000	
Training	1,000	0	100	-900	
Other Miscellaneous Expenses	30,180	-8,457	32,005	1,825	
Credit/Debit Card Transaction Charges	500	268	500	0	
Employers liability insurance	1,500	0	1,500	0	
	124,340	43,104	134,218	9,878	
Support costs					
Central Support costs	23,000	0	23,000	0	
	23,000	0	23,000	0	
Total Operating Expenditure	506,820	258,336	494,954	-11,866	

	2014-15				Comments
	Budget	Actuals to P8	Projected outturn	Projected variance	
OPERATING INCOME					
Caskets and Urns	-6,500	-4,426	-6,500	0	
Plaques and Memorials	-19,000	-11,272	-16,500	2,500	
Cremation Fees	-738,500	-441,940	-770,220	-31,720	Based on 1230 Cremations
Books of Remembrance	-2,000	-1,535	-2,000	0	
Exhumation Fees	-660	-493	-660	0	
Memorial permits	-10,000	-5,158	-8,000	2,000	
Vending Sales	-150	-85	-150	0	
Total Operating Income	-776,810	-464,909	-804,030	-27,220	
Operating Surplus	-269,990	-206,573	-309,076	-39,086	
Interest on Investments/ Balances	-2,330	0	-2,330	0	
Net contribution to/from reserves	-272,320	-206,573	-311,406	-39,086	
General reserves B/F	1,383,023		1,383,023	0	
Contributions to/ from Revenue	272,320	0	311,406	39,086	
	1,655,343	0	1,694,429	39,086	
Capital expenditure charged to reserves	0	-243,127	-243,127	-243,127	Includes an initial payment of £197k towards the supply of cremators, mercury abatement and ancillary equipment
General reserves C/F	1,655,343	-243,127	1,451,302	-204,041	