

**REPORT TO POLICY & FINANCE COMMITTEE – 17 FEBRUARY 2010**

**BUDGETARY CONTROL 2009/10**

**1. BACKGROUND**

- 1.1 The purpose of this report is to inform Members of the actual income and expenditure for the ten months April to January 2010, compared with the profiled revised budget, and to show the forecast net outturn for the year.
- 1.2 Further budgetary control reports will be submitted to this Committee during the remainder of the financial year. As the year progresses, more accurate assessments of the Council's outturn will be made.

**2. APRIL TO JANUARY 2010**

- 2.1 Page 1 of Appendix 1 attached to this report shows that the Council's net Committee expenditure for the ten months is £296,800, which is in line with the profiled budget. The revised budget takes account of the capital items brought forward from 2008/09, and the supplementary budgets that have been approved previously by this Committee.
- 2.2 Pages 2 and 3 of Appendix 1 show the financial position for this Committee, the Recreation, Leisure & Open Spaces Committee and the Planning, Town, & Environment Committee. Page 4 provides a summary of the revised budget at 31 January 2010, and shows the forecast balances at 31 March 2010 for the general reserve, provisions, and developers' contributions held by the Council.
- 2.3 Appendix 2 shows the current position for capital expenditure schemes. Actual capital expenditure for April to January 2010 was £28,110, compared with the revised budget of £122,930. Two of the schemes amounting to £61,000, i.e. Danny Cracknell Pocket Park, and the Carvers' playground slide, will probably be completed in 2010/11. Only £3,000 of this sum is expected to be spent before the end of this financial year.

**3. FINANCIAL IMPLICATIONS**

- 3.1 The current forecast balance of the General Reserve at 31 March 2010 is £155,000, compared with its balance at 31 March 2009 of £184,000.

**4. RECOMMENDATION**

- 4.1 It is RECOMMENDED that this report be noted.

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**RINGWOOD TOWN COUNCIL**

**FINANCIAL REPORTS FOR**

**POLICY & FINANCE COMMITTEE MEETING**

**17th February 2010**

**POLICY AND FINANCE COMMITTEE 17TH FEBRUARY 2010****BANK BALANCES**

<b>ACCOUNT NAME</b>	<b><u>YEAR ENDED</u> <u>31/03/2009</u></b>	<b><u>AS AT</u> <u>31/12/2009</u></b>	<b><u>AS AT</u> <u>31/01/2010</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>
Imprest (Current) Account	1,749	2,616	7,935
Business Account	45,829	60,854	40,857
Investment Account	300,000	360,000	360,000
Petty Cash	48	200	118
<b>TOTAL BANK BALANCES</b>	<b>347,626</b>	<b>423,670</b>	<b>408,910</b>

**Note**

1. The bank accounts have been reconciled as at **31st January 2010**.

**POLICY AND FINANCE COMMITTEE 17TH FEBRUARY 2010****INTER ACCOUNT TRANSFER AUTHORISATIONS**

£

**IMPREST ACCOUNT TO BUSINESS ACCOUNT**

Beginning March 2010, up to £60,000

**60,000****BUSINESS ACCOUNT TO IMPREST ACCOUNT**

Mid February 2010, up to £30,000

**30,000****INVESTMENTS & RE-INVESTMENTS**

None

**AUTHORISATIONS**

DATE

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17 February 2010-----  
17 February 2010

## POLICY AND FINANCE COMMITTEE 17th FEBRUARY 2010

LIST OF PAYMENTS FROM IMPREST BANK ACCOUNT  
FOR THE PERIOD 1 TO 31 JANUARY 2010

Date	Chq No	Details	Description	Amount
5	6881	Direct Tool Company	Skate Park - Gravitex	405.72
14	0442	Hampshire County Council	Pensions - January 2010	4,295.10
15	0443	Russell Bird	Payroll Services - Qtr Ended 31st Dec	200.00
15	0444	Aivly Country Store	War Memorial - Hypochlorite	18.95
15	0445	Southern Electric Contracting	Xmas Lights - Wall Mounted Unit	357.35
15	0446	Upton Oil Company	500Ltrs Gas Oil/1012ltrs Road Diesel	1,393.29
15	0447	Elliotts	Rocksalt/Drymix/Hacksaw Blades	307.59
15	0448	Canotec	4,219 Copies for period 30/11-23/12	23.77
15	0449	Peter Noble	Machine Maint - Straighten Tines	20.94
15	0450	Southern Electric	Street Lighting - Qtr 3 09/10	65.96
20	0451	Tony Manning	Greenways - Lighting & Radiators	457.07
20	0452	Hampshire County Council	Groundsmen - Synthetic Gloves	17.48
25	0453	New Forest North CAB	Grant F/4524(2) P&F 20/01/10	750.00
25	0454	Victim Support SW District	Grant F/4524(3) P&F 20/01/10	200.00
25	0455	Lamps & Tubes	Xmas Lights - Instal/Maint/Testing	3,228.36
28	0456	New Forest District Council	Application For S178 Notice	21.00
1	DD	New Forest District Council	Greenways - Business Rates Jan 10	534.00
1	DD	New Forest District Council	Cemetery - Business Rates Jan 10	274.00
1	DD	TLC On-Line	Web Site Maint. - Jan 10	70.00
1	DD	Aviva	Main Insurance - Jan 10	723.13
4	DD	Aviva	Vehicle Insurance - Jan 10	214.99
6	DD	CNH Capital	Holland Tractor HP Pay. - Jan 10	668.87
6	DD	UK Fuels	November 09	22.00
11	DD	Sage UK Ltd	Monthly Maintenance - Jan 10	131.00
28	DD	Zurich Assurance	January 10	165.71
7	BGC	WSB	Agents Fees - Jan 10	111.63
19	On-Line	Inland Revenue	N.I./Tax January 10	4,311.38
25		Staff	Salaries January 10	12,648.31
			<b>TOTAL</b>	<b>31,637.60</b>

## AUTHORISATIONS

DATE

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17 February 2010-----  
17 February 2010

**POLICY AND FINANCE COMMITTEE 17TH FEBRUARY 2010****LIST OF PAYMENTS FROM PETTY CASH ACCOUNT  
FOR THE PERIOD 1 TO 31 JANUARY 2010**

<b>Date</b>	<b>Details</b>	<b>Payments</b>
<b>Jan</b>		<b>£</b>
8	Waitrose - Coffee Mate	3.28
14	G Young (Rwd Athletic F/Ball Club) - Return Of Key Deposit	25.00
27	Clean As A Whistle (Including Notice Boards)	45.00
27	Classic Office Supplies - Diary For CW	1.49
29	Waitrose - Biscuits	3.21
29	Tesco - Coffee & Rubber Gloves	4.12
<b>TOTAL</b>		<b>82.10</b>

**AUTHORISATIONS**

DATE

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17 February 2010-----  
17 February 2010

**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO JANUARY 2010 (MONTHS 1 TO 10)**

**ALL COMMITTEES****EXPENDITURE**

POLICY & FINANCE COMMITTEE	195,870	155,600	156,300	-700	195,870	-40,270	191600
RECREATION, LEIS & O/S COM	382,230	233,070	231,840	1,230	382,230	-149,160	318860
PLANNING TOWN & ENVIRON	18,900	10,900	11,050	-150	18,900	-8,000	18000

**TOTAL EXPENDITURE**

<b>597,000</b>	<b>399,570</b>	<b>399,190</b>	<b>380</b>	<b>597,000</b>	<b>-197,430</b>	<b>528,460</b>
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**INCOME**

POLICY & FINANCE COMMITTEE	-23,050	-17,600	-18,000	400	-23,050	5,450	-21540
RECREATION, LEIS & O/S COM	-157,220	-85,170	-83,690	-1,480	-157,220	72,050	-101030
PLANNING TOWN & ENVIRON	0	0	0	0	0	0	0

**TOTAL INCOME**

<b>-180,270</b>	<b>-102,770</b>	<b>-101,690</b>	<b>-1,080</b>	<b>-180,270</b>	<b>77,500</b>	<b>-122,570</b>
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**COUNCIL'S NET COMMITTEE  
EXPENDITURE**

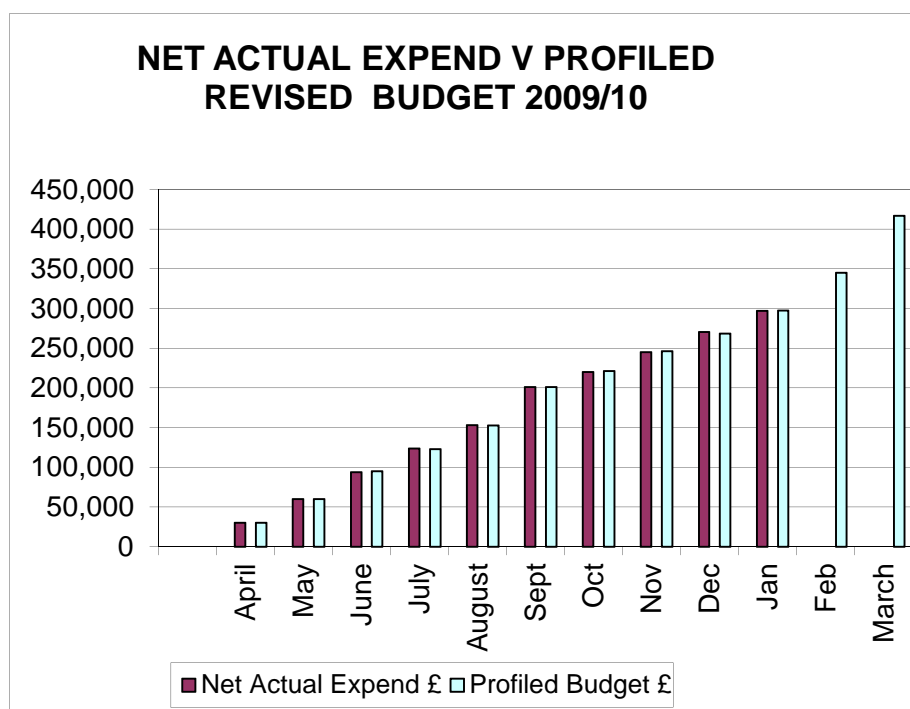
<b>416,730</b>	<b>296,800</b>	<b>297,500</b>	<b>-700</b>	<b>416,730</b>	<b>-119,930</b>	<b>405,890</b>
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## Transfer from General Reserve

<b>-39,800</b>				<b>-39,800</b>		<b>-28,960</b>
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## PRECEPT 2009/10

<b>376,930</b>				<b>376,930</b>		<b>376,930</b>
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**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO JANUARY 2010 (MONTHS 1 TO 10)**

	<u>Revised Budget</u> £	Year To Date			Annual		<u>Annual Forecast Outturn</u> £
		<u>Actual</u> £	<u>Profiled Rev Bud</u> £	<u>Variance</u> £	<u>Approved Budget</u> £	<u>Variance Act/Approv</u> £	
<b><u>POLICY &amp; FINANCE COMMITTEE EXPENDITURE</u></b>							
Establishment	49,080	42,440	42,180	260	49,080	-6,640	49,320
Maintenance	6,900	5,220	5,100	120	6,900	-1,680	6,430
Employee Direct Costs	1,990	1,080	1,240	-160	1,990	-910	1,500
Employee Allocated Costs	82,800	68,090	69,040	-950	82,800	-14,710	82,800
Member Costs	10,600	9,250	9,090	160	10,600	-1,350	10,440
Grants	6,800	7,080	6,800	280	6,800	280	7,080
Festival Expenses(net)	2,300	2,280	2,300	-20	2,300	-20	2,280
Other	35,400	20,160	20,550	-390	35,400	-15,240	31,750
<b>COMMITTEE EXPENDITURE</b>	<b>195,870</b>	<b>155,600</b>	<b>156,300</b>	<b>-700</b>	<b>195,870</b>	<b>-40,270</b>	<b>191,600</b>
<b>COMMITTEE INCOME</b>	<b>-23,050</b>	<b>-17,600</b>	<b>-18,000</b>	<b>400</b>	<b>-23,050</b>	<b>5,450</b>	<b>-21,540</b>
<b>POLICY &amp; FINANCE COMMITTEE</b>							
<b>TOTAL NET EXPENDITURE</b>	<b>172,820</b>	<b>138,000</b>	<b>138,300</b>	<b>-300</b>	<b>172,820</b>	<b>-34,820</b>	<b>170,060</b>
<b><u>HOLDING ACCOUNTS EXPENDITURE</u></b>							
Employee Direct Costs	252,860	210,030	210,760	-730	252,860	-42,830	252,860
<b>HOLDING ACCOUNTS EXPEND.</b>	<b>252,860</b>	<b>210,030</b>	<b>210,760</b>	<b>-730</b>	<b>252,860</b>	<b>-42,830</b>	<b>252,860</b>
<b>HOLDING ACCOUNTS INCOME</b>	<b>-252,860</b>	<b>-210,030</b>	<b>-210,760</b>	<b>730</b>	<b>-252,860</b>	<b>42,830</b>	<b>-252,860</b>
<b>TOTAL NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO JANUARY 2010 (MONTHS 1 TO 10)**

	Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
<b>RECREATION, LEISURE &amp; OPEN SPACES COMMITTEE EXPENDITURE</b>							
Establishment	8,600	7,970	7,730	240	8,600	-630	8,900
Maintenance	42,030	25,880	25,280	600	42,030	-16,150	38,080
Machinery	15,200	9,010	9,370	-360	15,200	-6,190	14,000
Employee Direct Costs	820	0	0	0	820	-820	500
Employee Allocated Costs	118,540	99,280	99,630	-350	118,540	-19,260	118,540
Planters	3,500	1,470	1,500	-30	3,500	-2,030	2,500
Activities Expenses	9,000	8,030	7,210	820	9,000	-970	9,780
Contributions to Provisions	10,000	10,000	10,000	0	10,000	0	10,000
Other	1,000	890	890	0	1,000	-110	1,000
Capital Expenditure	122,930	28,100	28,110	-10	122,930	-94,830	64,930
<b>CEMETERY</b>							
Establishment	3,820	3,850	3,470	380	3,820	30	3,940
Maintenance	5,400	5,060	4,800	260	5,400	-340	5,730
Machinery	1,300	0	600	-600	1,300	-1,300	1,000
Employee Direct Costs	100	0	0	0	100	-100	0
Employee Allocated Costs	28,960	24,230	24,130	100	28,960	-4,730	28,960
<b>ALLOTMENTS</b>							
Establishment	1,200	890	800	90	1,200	-310	1,000
Maintenance	670	840	670	170	670	170	850
Employee Allocated Costs	9,010	7,420	7,500	-80	9,010	-1,590	9,000
Other	150	150	150	0	150	0	150
<b>COMMITTEE EXPENDITURE</b>	<b>382,230</b>	<b>233,070</b>	<b>231,840</b>	<b>1,230</b>	<b>382,230</b>	<b>-149,160</b>	<b>318,860</b>

<b>INCOME</b>							
Recreation, Leisure & O/S	-95,790	-66,630	-65,440	-1,190	-95,790	29,160	-77,530
Cemetery	-14,030	-12,140	-11,850	-290	-14,030	1,890	-14,100
Allotments	-2,400	-2,400	-2,400	0	-2,400	0	-2,400
Capital Expend Finance	-45,000	-4,000	-4,000	0	-45,000	41,000	-7,000
<b>COMMITTEE INCOME</b>	<b>-157,220</b>	<b>-85,170</b>	<b>-83,690</b>	<b>-1,480</b>	<b>-157,220</b>	<b>72,050</b>	<b>-101,030</b>

**RECREATION, LEISURE & OPEN SPACES COMMITTEE**

<b>TOTAL NET EXPENDITURE</b>	<b>225,010</b>	<b>147,900</b>	<b>148,150</b>	<b>-250</b>	<b>225,010</b>	<b>-77,110</b>	<b>217,830</b>
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<b>PLANNING, TOWN &amp; ENVIRONMENT COMMITTEE EXPENDITURE</b>	Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
Establishment	6,350	590	600	-10	6,350	-5,760	5,600
Employee Allocated Costs	12,550	10,310	10,450	-140	12,550	-2,240	12,400
<b>COMMITTEE EXPENDITURE</b>	<b>18,900</b>	<b>10,900</b>	<b>11,050</b>	<b>-150</b>	<b>18,900</b>	<b>-8,000</b>	<b>18,000</b>

<b>COMMITTEE INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**PLANNING, TOWN & ENVIRONMENT COMMITTEE**

<b>TOTAL NET EXPENDITURE</b>	<b>18,900</b>	<b>10,900</b>	<b>11,050</b>	<b>-150</b>	<b>18,900</b>	<b>-8,000</b>	<b>18,000</b>
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**SUMMARY OF APPROVED REVISED BUDGET FOR 2009/10**

		Financed From		
		Gen Res £	Provisions £	Dev Contrs £
<b>Balances at 1/4/09</b>		<b>184,122</b>	<b>130,330</b>	<b>25,792</b>
	<b>Budget £</b>			
	Council's Approved Net Expend (before transfers)	509,710		
	Add Transfer To Provisions	12,500	12,500	
	Less transfer from Dev Contribs (Revenue)	-8,300		-8,300
	Less transfer from Dev Contribs (Capital)	-41,000		
	Less transfers from Provisions (Revenue)	-21,680	-21,680	
	Less transfer from Provisions (Capital)	-4,000	-4,000	
	Less finance from Capital Receipt	-6,500	-6,500	
	Less finance from Capital Grants	-24,000		
	<b>Council's Net Com Exp(before trans from G Res)</b>	<b>416,730</b>		
	Less transfer from General Reserve	-39,800	-39,800	
	Approved Precept (Revised Budget 2009/10)	<b>376,930</b>		
Memorandum				
<b>Supplementary budgets included in Revised Budget</b>				
1	P&F F4364 additional internal audit fee	300		
2	P&F F/4414 security at cemetery	2,000		
3	P&F F/4412 Capital-cemetery road b/f from 08/09	32,210		
4	P&F F/4412 Capital-new tractor b/f from 08/09	17,000		
	Less financed from cap receipt & provision	-10,500		
5	P&F F/4436 works to Carvers pavilion	3,000		
6	P&F F/4461 virement £2k from GIS to IT(no effect)			
7	P&F F/4462 Ringwood F.C.	4,000		
8	P&F F/4452 Greenways-works to 1st floor offices	3,400		
	<b>Sub Total of Supplementary Budget Approvals</b>	<b>51,410</b>		
	<b>Forecast Net Underspend at 31 March 2010</b>	10,840		
	<b>Current Approved Revised Budget 2009/10</b>	<b>376,930</b>		
<b>Estimated Balances at 31/03/10</b>		<b>155,162</b>	<b>110,650</b>	<b>17,492</b>

**CAPITAL EXPENDITURE 2009/10 APRIL 2009 TO DECEMBER 2009  
(MONTHS 1 TO 9)**

Code		<u>Revised Budget 2009/10</u>  £	<u>Year To Date 2009/10</u>	
			<u>Actual</u>  £	<u>Variance From Revised Bud</u>  £
	<b><u>EXPENDITURE</u></b>			
	<b><u>RECREATION, LEISURE &amp; OPEN SPACES</u></b>			
217932	Long Lane Development	6,000	6,000	0
217937	Danny Cracknell Pocket Park	51,000	0	51,000
217945	Cemetery extension of road	32,210	0	32,210
217946	Replacement Tractor 2008/09	16,720	15,390	1,330
1120	Loan advance	3,000	3,000	0
217949	Carvers playground - slide	10,000	0	10,000
217951	Carvers access path for disabled	4,000	3,720	280
	<b>Total Rec Leis &amp; OS</b>	<b>122,930</b>	<b>28,110</b>	<b>94,820</b>
	<b>TOTAL EXPENDITURE</b>	<b>122,930</b>	<b>28,110</b>	<b>94,820</b>
	<b><u>FINANCING</u></b>			
	General Fund Account	47,430	13,610	33,820
	Provisions	4,000	4,000	0
	Grant	24,000	4,000	
	Developers' Contributions	41,000	0	41,000
	Capital Receipt	6,500	6,500	0
	<b>TOTAL FINANCING</b>	<b>122,930</b>	<b>28,110</b>	<b>74,820</b>

# RINGWOOD TOWN COUNCIL

## BUDGETARY CONTROL SUMMARY DATA 2009/10

Year	Month		Net Actual Expend		Profiled Budget
			£		£
2009	April		30,000		30,000
	May		60,000		60,000
	June		93,700		94,900
	July		123,500		123,000
	August		153,040		152,600
	Sept		200,830		201,000
	Oct		220,000		221,000
	Nov		245,000		246,000
	Dec		270,250		268,190
2010	Jan		296,800		297,500
	Feb				345,000
	March				416,730