

REPORT TO POLICY & FINANCE COMMITTEE – 20 JANUARY 2010

BUDGETARY CONTROL 2009/10

1. BACKGROUND

- 1.1 Members considered and approved the revised budget for 2009/10 at its meeting on 16 December 2009. The purpose of this report is to inform Members of the actual income and expenditure for the nine months April to December 2009, 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 DECEMBER 2009

- 2.1 Page 1 of Appendix 1 attached to this report shows that the Council's net Committee expenditure for the nine months is £270,000, 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 December 2009, 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 December 2009 was £27,433, compared with the revised budget of £122,930

3. FINANCIAL IMPLICATIONS

- 3.1 The current forecast balance of the General Reserve at 31 March 2010 is £144,000, 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

20th January 2010

POLICY AND FINANCE COMMITTEE 20TH JANUARY 2010**BANK BALANCES**

ACCOUNT NAME	<u>YEAR ENDED</u> <u>31/03/2009</u>	<u>AS AT</u> <u>30/11/2009</u>	<u>AS AT</u> <u>31/12/2009</u>
	£	£	£
Imprest (Current) Account	1,749	2,651	2,616
Business Account	45,829	27,853	60,854
Investment Account	300,000	420,000	360,000
Petty Cash	48	62	200
TOTAL BANK BALANCES	347,626	450,566	423,670

Note

1. The bank accounts have been reconciled as at **31st December 2009**.

POLICY AND FINANCE COMMITTEE 20TH JANUARY 2010**INTER ACCOUNT TRANSFER AUTHORISATIONS**

£

IMPREST ACCOUNT TO BUSINESS ACCOUNT

Beginning February 2010, up to £30,000

30,000**BUSINESS ACCOUNT TO IMPREST ACCOUNT**

End January 2010, up to £25,000

25,000**INVESTMENTS & RE-INVESTMENTS**

1 February 2010, up to £80,000 (TSB) for 1 month

80,000**AUTHORISATIONS**

DATE

20 January 2010-----
20 January 2010

POLICY AND FINANCE COMMITTEE 20th JANUARY 2010

LIST OF PAYMENTS FROM IMPREST BANK ACCOUNT
FOR THE PERIOD 1 TO 31 DECEMBER 2009

Date	Chq No	Details	Description	Amount
				£
2	0411	Peter Best	Ringwood Churchyard - Tree Work	345.00
2	0412	Elliots	Cemetery - Grave Maint -Grit,Sand & Chipping	89.88
8	0413	SLCC	Annual Membership Renewal	234.00
8	0414	Ian Dodds	Greenways - Repair Door Lock	128.34
8	0415	ROC Tree Services	Dr Little Gardens - Tree Work	240.00
8	0416	Canotec	9,999 Copies 26/10-30/11	56.35
8	0417	Capita Symonds	Carvers Pavilion - Engineer D Finch	86.25
8	0418	Hampshire County Council	Street Lighting - Maintenance Charge 09/10	27.44
8	0419	Hampshire County Council	Greenways - Stationery	34.62
8	0421	Peter Noble	Machinery - Various Work	312.24
8	6876	Mr A Boulton	Carvers - Pyracantha Plants	40.00
15	0422	Elliots	Greenways - Ballast To Fill Hole	5.11
15	0423	Quick Signs	Carvers - 'No Parking' Sign On Main Gate	37.95
15	0424	Canotec	IT Support Charge 23/12-22/03/10	109.19
15	0425	BT	Cemetery - Internet Dec-Feb 10	51.75
15	0426	SITA	Cemetery - Serv Chg 12/09-02/10	339.48
15	0427	Hampshire County Council	Pensions - November 09	4,183.08
16	0428	Waitrose	Food For Civic Service	160.00
22	0429	P Wiseman	Carvers - Disabled Footpath	4,113.55
22	0430	Machine Mart	Groundsmen - Safety Boots	43.16
22	0431	Hampshire County Council	Greenways - Stationery	62.24
22	0432	Supplies Team	Greenways - Ink Cartridges	103.33
22	0433	RM Smith	Cemetery - Timber Posts For Front Gate Sign	31.19
22	0434	Crowd Barriers	Carvers - Temporary Fence For New Path	118.45
22	0435	The Consortium	Greenways - Stationery	26.83
22	0436	Hutchins Services	Check Xmas/Tennis Courts lights	361.11
22	6878	New Forest Wines	Wine For Civic Service	48.00
23	0437	Vaughtons	Consort Badge See Note below	489.59
23	0438	Southern Electrical Contractors	Carvers - Repair To Street Light	70.85
23	0439	New Forest District Council	Dog Bin Empty - 6 Months	422.99
23	0439	New Forest District Council	Adshill Bus Shelter 01/01-31/12/10	10.00
24	0440	Travis Perkins	Rocksalt For General Gritting	41.40
1	DD	New Forest District Council	Greenways - Business Rates Dec 09	534.00
1	DD	New Forest District Council	Cemetery - Business Rates Dec 09	274.00
1	DD	TLC On-Line	Web Site Maint. - Dec 09	70.00
1	DD	Aviva	Main Insurance - Dec 09	723.13
1	DD	BT	Contract Rentals	198.78
2	DD	Zurich Assurance	November 09	158.55
4	DD	Aviva	Vehicle Insurance - Dec 09	214.99
6	DD	CNH Capital	Holland Tractor HP Pay. - Dec 09	668.87
11	DD	Sage UK Ltd	Monthly Maintenance - Dec 09	131.00
23	DD	BNP Paribas	Photocopier - Qtrly Rental	310.09
24	DD	BNP Paribas	Photocopier Annual Admin Fee	34.50
30	DD	Zurich Assurance	December 09	158.55
10	BGC	WSB	Agents Fees - Dec 09	109.25
17	On-Line	Inland Revenue	N.I. & PAYE November 09	4,174.39
17	Lloyds CC	B&Q	Greenways Christmas Lights	109.96
24		Staff	Salaries December 09	13,176.68
TOTAL				33,470.11

AUTHORISATIONS

DATE

20 January 2010

20 January 2010

Note

£325.73 of the net cost of £425.73 has been re-charged to the Mayor.

POLICY AND FINANCE COMMITTEE 20TH JANUARY 2010

LIST OF PAYMENTS FROM PETTY CASH ACCOUNT
FOR THE PERIOD 1 TO 31 DECEMBER 2009

Date	Details	Payments
Dec		£
2	K Wentworth - Phone Case For New Mobile	5.99
8	B&Q - Indoor Christmas Lights	12.49
9	C Gill - Cleaning Of 1st Floor Greenways	18.75
10	WHS/Celebrations - Calendars For Cricket Pav/Cemetery	3.99
10	Sainsburys - Refreshments	1.62
15	Sainsburys - Greenways Drinks For Cllrs & Guests 16/12/09	5.28
16	Waitrose - Greenways Drinks For Cllrs & Guests 16/12/09	99.17
21	Sainsburys/Iceland - Expenses For Carol Service 20/12/09	33.95
TOTAL		181.24

AUTHORISATIONS

DATE

20 January 2010-----
20 January 2010

**SUMMARY BUDGETARY CONTROL REPORT
FOR APRIL 2009 TO DECEMBER 2009 (MONTHS 1 TO 9)**

ALL COMMITTEES**EXPENDITURE**

POLICY & FINANCE COMMITTEE
RECREATION, LEIS & O/S COM
PLANNING TOWN & ENVIRON

Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
	Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
195,870	144,152	142,650	1,502	195,870	-51,718	193100
382,230	216,276	214,630	1,646	382,230	-165,954	380220
18,900	9,797	9,760	37	18,900	-9,103	18480
597,000	370,225	367,040	3,185	597,000	-226,775	591,800

INCOME

POLICY & FINANCE COMMITTEE
RECREATION, LEIS & O/S COM
PLANNING TOWN & ENVIRON

-23,050	-16,663	-17,030	367	-23,050	6,387	-22560
-157,220	-83,307	-81,820	-1,487	-157,220	73,913	-158960
0	0	0	0	0	0	0

TOTAL INCOME

-180,270	-99,970	-98,850	-1,120	-180,270	80,300	-181,520
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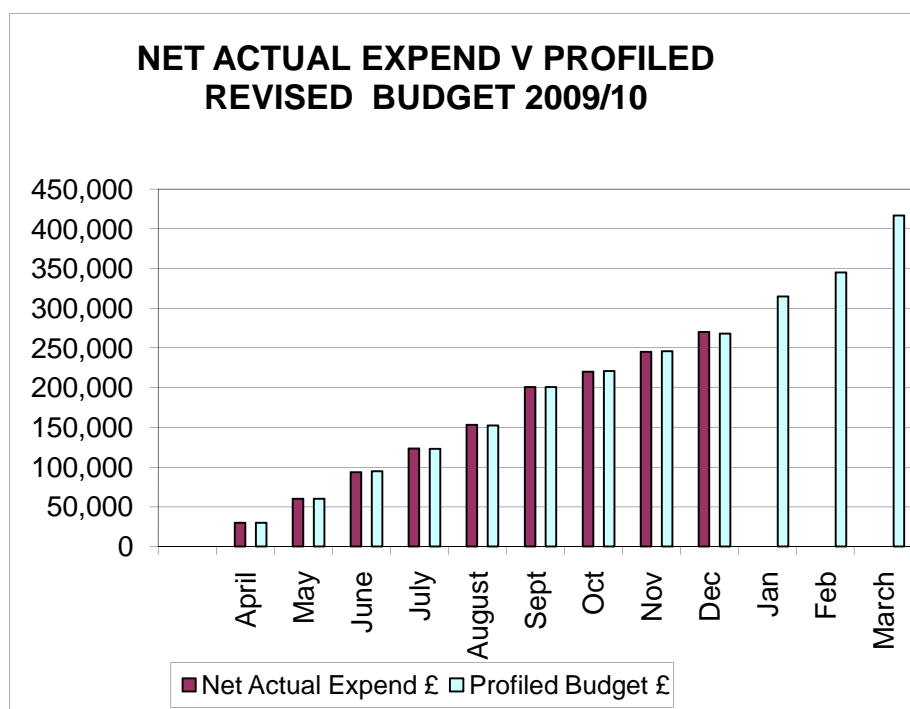
**COUNCIL'S NET COMMITTEE
EXPENDITURE**

416,730	270,255	268,190	2,065	416,730	-146,475	410,280
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Transfer from General Reserve

-39,800**-39,800****-33,350**

PRECEPT 2009/10

376,930**376,930****376,930**

**SUMMARY BUDGETARY CONTROL REPORT
FOR APRIL 2009 TO DECEMBER 2009 (MONTHS 1 TO 9)**

	<u>Revised Budget</u> £	Year To Date			Annual		Annual Forecast Outturn £
		<u>Actual</u> £	<u>Profiled Rev Bud</u> £	<u>Variance</u> £	<u>Approved Budget</u> £	<u>Variance Act/Approv</u> £	
<u>POLICY & FINANCE COMMITTEE EXPENDITURE</u>							
Establishment	49,080	40,671	37,460	3,211	49,080	-8,409	49,160
Maintenance	6,900	5,078	5,100	-22	6,900	-1,822	6,800
Employee Direct Costs	1,990	881	1,240	-359	1,990	-1,109	1,450
Employee Allocated Costs	82,800	61,325	62,170	-845	82,800	-21,475	82,800
Member Costs	10,600	8,741	8,580	161	10,600	-1,859	10,540
Grants	6,800	6,126	6,130	-4	6,800	-674	6,800
Festival Expenses(net)	2,300	2,275	2,300	-25	2,300	-25	2,300
Other	35,400	19,055	19,670	-615	35,400	-16,345	33,250
COMMITTEE EXPENDITURE	195,870	144,152	142,650	1,502	195,870	-51,718	193,100
COMMITTEE INCOME	-23,050	-16,663	-17,030	367	-23,050	6,387	-22,560
POLICY & FINANCE COMMITTEE							
TOTAL NET EXPENDITURE	172,820	127,489	125,620	1,869	172,820	-45,331	170,540
<u>HOLDING ACCOUNTS EXPENDITURE</u>							
Employee Direct Costs	252,860	189,166	189,710	-544	252,860	-63,694	252,860
HOLDING ACCOUNTS EXPEND.	252,860	189,166	189,710	-544	252,860	-63,694	252,860
HOLDING ACCOUNTS INCOME	-252,860	-189,166	-189,710	544	-252,860	63,694	-252,860
TOTAL NET EXPENDITURE	0	0	0	0	0	0	0

**SUMMARY BUDGETARY CONTROL REPORT
FOR APRIL 2009 TO DECEMBER 2009 (MONTHS 1 TO 9)**

	Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
RECREATION, LEISURE & OPEN SPACES COMMITTEE EXPENDITURE							
Establishment	8,600	6,746	6,370	376	8,600	-1,854	8,700
Maintenance	42,030	25,029	24,700	329	42,030	-17,001	41,430
Machinery	15,200	8,384	8,480	-96	15,200	-6,816	14,200
Employee Direct Costs	820	0	0	0	820	-820	820
Employee Allocated Costs	118,540	89,353	89,660	-307	118,540	-29,187	118,540
Planters	3,500	1,467	1,500	-33	3,500	-2,033	3,500
Activities Expenses	9,000	8,132	7,210	922	9,000	-868	9,160
Contributions to Provisions	10,000	10,000	10,000	0	10,000	0	10,000
Other	1,000	891	890	1	1,000	-109	1,000
Capital Expenditure	122,930	27,429	27,440	-11	122,930	-95,501	122,930
CEMETERY							
Establishment	3,820	3,575	3,140	435	3,820	-245	3,870
Maintenance	5,400	5,024	4,700	324	5,400	-376	5,100
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	21,823	21,720	103	28,960	-7,137	28,960
ALLOTMENTS							
Establishment	1,200	885	800	85	1,200	-315	1,000
Maintenance	670	848	670	178	670	178	850
Employee Allocated Costs	9,010	6,690	6,750	-60	9,010	-2,320	9,010
Other	150	0	0	0	150	-150	150
COMMITTEE EXPENDITURE	382,230	216,276	214,630	1,646	382,230	-165,954	380,220
INCOME							
Recreation, Leisure & O/S	-95,790	-66,604	-65,190	-1,414	-95,790	29,186	-97,530
Cemetery	-14,030	-10,299	-10,230	-69	-14,030	3,731	-14,030
Allotments	-2,400	-2,404	-2,400	-4	-2,400	-4	-2,400
Capital Expend Finance	-45,000	-4,000	-4,000	0	-45,000	41,000	-45,000
COMMITTEE INCOME	-157,220	-83,307	-81,820	-1,487	-157,220	73,913	-158,960
RECREATION, LEISURE & OPEN SPACES COMMITTEE							
TOTAL NET EXPENDITURE	225,010	132,969	132,810	159	225,010	-92,041	221,260

	Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
PLANNING, TOWN & ENVIRONMENT COMMITTEE EXPENDITURE							
Establishment	6,350	505	350	155	6,350	-5,845	5,930
Employee Allocated Costs	12,550	9,292	9,410	-118	12,550	-3,258	12,550
COMMITTEE EXPENDITURE	18,900	9,797	9,760	37	18,900	-9,103	18,480
COMMITTEE INCOME	0	0	0	0	0	0	0
PLANNING, TOWN & ENVIRONMENT COMMITTEE							
TOTAL NET EXPENDITURE	18,900	9,797	9,760	37	18,900	-9,103	18,480

SUMMARY OF APPROVED REVISED BUDGET FOR 2009/10

		Financed From		
		Gen Res £	Provisions £	Dev Contrs £
Balances at 1/4/09		184,122	130,330	25,792
	Budget £			
	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		
	Council's Net Com Exp(before trans from G Res)	416,730		
	Less transfer from General Reserve	-39,800	-39,800	
	Approved Precept (Revised Budget 2009/10)	376,930		
Memorandum				
Supplementary budgets included in Revised Budget				
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		
	Sub Total of Supplementary Budget Approvals	51,410		
Estimated Balances at 31/03/10		144,322	110,650	17,492

**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> £
	<u>EXPENDITURE</u>			
	<u>RECREATION, LEISURE & OPEN SPACES</u>			
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	14,720	2,000
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	3,713	287
	Total Rec Leis & OS	122,930	27,433	95,497
	TOTAL EXPENDITURE	122,930	27,433	95,497
	<u>FINANCING</u>			
	General Fund Account	47,430	12,933	34,497
	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
	TOTAL FINANCING	122,930	27,433	75,497

RINGWOOD TOWN COUNCIL

BUDGETARY CONTROL SUMMARY DATA 2008/09

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			
Feb					345,000
March					416,730