

# BURES JOINT CEMETERY AUTHORITY

## *Finance Report 8<sup>th</sup> January 2024*

Expenditure	Budget 2023/24	Expenditure at 8 <sup>th</sup> January 2024	Predicted spend to come to year end
			<b>All excluding VAT</b>
Grasscutting	3,000.00	2,775.00	370.00
General maintenance	2,250.00	2,088.00	540.00
Winter maintenance	1,000.00	720.00	0.00
Contractor ashes/repairs	1,000.00	246.92	200.00
Tree works	2,000.00	80.00	2,900.00
Pathways	0.00	0.00	0.00
Projects - Fencing	1,000.00	420.18	0.00
Clerk's salary	1,995.00	1,562.25	585.00
Administration	150.00	254.05	50.00
Hall hire	75.00	67.82	41.84
Training	500.00	0.00	0.00
Insurance	360.00	392.51	0.00
Auditor's fees	280.00	290.00	0.00
Water charges	75.00	69.92	25.00
Rates	0.00	0.00	0.00
	<b>13,685.00</b>	<b>8,966.65</b>	<b>4,711.84</b>

### Bank balances as at 8<sup>th</sup> January 2024

Business Instant Account:	15,019.24
Treasurer's Account:	<u>8,127.96</u>
	23,147.20

Less predicted spend to come to year end                      4,711.84

Less 25% Retention Buffer    3,250.00

### Less Earmarked

Boundary walls	4,500.00
Tree work	5,000.00

**Residual Balance    5,685.36**

### Explanations:

Administration spend will be over budget at end of financial year – Dropbox subscription £144 and extra HMRC outsource costs.

HMRC tax being paid by monthly DD.

The £1,500 costs for wall pointing met from earmarked funds for boundary walls – balance £4,500.00

Salary increase agreed and backdated to 1<sup>st</sup> April 2023 thus salary budget figure shows small overspend.

Tree works budget shows predicted spend of £2,900 for Limes and Laurels planned works.

**There were no Standing Orders or Direct Debit payments made during the period  
11<sup>th</sup> September 2023 to 8<sup>th</sup> January 2024**

**There was one Bank Transfer made between accounts during the period  
11<sup>th</sup> September 2023 to 8<sup>th</sup> January 2024**

6<sup>th</sup> November 2023                      £15,000                      from Treasurer's Account to Business Instant Account

**There were 15 BACS transfers paid from the Treasurers A/C during the period  
11<sup>th</sup> September 2023 to 8<sup>th</sup> January 2024**

JPB Landscapes	Grounds maintenance	660.00
Mrs J Wright	Salary & pettycash	157.00
PKF Littlejohn	External audit fees	252.00
Mrs J Wright	Anglian Water charges	28.20
N S Norton	Spoil heap removal	300.00
Community Centre	Hall hire	20.92
JPB Landscapes	Grounds maintenance	660.00
Mrs J Wright	Salary	140.05
JPB Landscapes	Grounds maintenance	639.50
Mrs J Wright	Salary & pettycash	143.05
JPB Landscapes	Winter maintenance	1,080.00
Ms C Sarley	HMRC tax & payroll	139.80
Anglian Water	Water charges	11.98
N S Norton	Tree works	20.00
Mrs J Wright	Salary & pettycash	237.90

**The following payments to be agreed at meeting:**

None

**Burial fees received prior to the meeting:**

J Edwards Funeral Service	Ashes interment t/l George Dawson	280.00
Artisan Memorials	Memorial t/l Julie Brice	40.00
Luxstone Memorials	Memorial t/l A & G Harrod	40.00
Luxstone Memorials	Memorial t/l Reginald Dolling	40.00
J Edwards Funeral Service	Interment t/l John Synnak	100.00
Co-op Funeral Care	Interment t/l Gordon Harrod	100.00
J Edwards Funeral Service	Ashes interment t/l Kwai Jerome	100.00

**Income received prior to the meeting:**

Barclays Bank	Interest	12.71
Lloyds Bank	Interest	19.24
BHPC	2 <sup>nd</sup> half year precept	3,000.00
BSMPC	2 <sup>nd</sup> half year precept	3,000.00