

**BURES ST MARY PARISH COUNCIL**  
**Finance Report 20<sup>th</sup> March 2025**

Expenditure	Budget 2024/25	Expenditure at 10.03.25	Predicted spend	Forecast Variance
			All excl VAT	All excl VAT
Clerk's Salary	7,909.00	12,461.91	1,609.17	-6,162.08
Insurance	750.00	776.62	0.00	-26.62
Administration	600.00	392.83	0.00	207.17
Legal	0.00	0.00	0.00	0.00
Hall hire/Zoom	160.00	100.76	40.92	18.32
Training	300.00	0.00	0.00	300.00
Audit fees	450.00	410.00	0.00	40.00
Rent	0.00	1.00	0.00	-1.00
Subscriptions	500.00	476.39	0.00	23.61
Data Protection	0.00	0.00	0.00	0.00
Sportsground	8,000.00	8,000.00	0.00	0.00
Cemetery	5,500.00	5,500.00	0.00	0.00
Community Centre	0.00	0.00	0.00	0.00
Grounds maintenance	7,000.00	6,244.45	400.42	355.13
Lighting	500.00	0.00	500.00	0.00
Lighting loan	0.00	0.00	0.00	0.00
Gritting	250.00	39.00	0.00	211.00
Repairs	200.00	97.50	0.00	102.50
SID	500.00	0.00	500.00	0.00
Projects	0.00	0.00	0.00	0.00
Christmas lights	0.00	0.00	0.00	0.00
Donations S137/parish items	500.00	0.00	0.00	500.00
	<b>33,119.00</b>	<b>34,500.46</b>	<b>3,050.51</b>	<b>-4,431.97</b>

**Explanation for variance:**

Salary overspend £6,162.08 - Clerk salary for Bures Sportsground Committee increased from 4hrs to 7hrs a week. In addition, pay settlement increase for 2024/25 back dated to 1<sup>st</sup> April 2024. Increase of £49.42 for next 5 months (247.10), backed dated 7 months (£345.94) = £593.04 (Pension increase £41.64 for the year.) Predicted salary includes 1 month salary + 1 month pension +2 weeks owed estimated holiday.

Refund expected from Sportsground Committee for Clerk salary - £451.38 + pension refund £120.40 + 2 weeks owed holiday estimated at £200 = Total £771.78

Insurance overspend £26.62 – addition of gifted SID

Rent £1.00 – peppercorn rent

Hall hire underspend £8.32 – Move to Committee Room for one month was a saving of £10.92, however with two new councillors, space limited. Moving back to the Garrard Room. APM in March – Half cost of hire with BH = £20.00.

Repairs underspend £102.50 – No further repairs expected to end of financial year.

Subscriptions underspend £23.61 – No further subscriptions expected

Donations S137/parish items underspend £500.00 - To be agreed at March meeting. Expenditure based on the financial position at the end of the year.

#### **Bank balances as at 12<sup>th</sup> March 2025**

Treasurer's account:	6,570.17
Comm Inst Access (previously Bus Inst Access):	10,148.30
<b>Total</b>	<b>16,718.47</b>

#### **Plus**

Parish Precept	0.00
Street Clean grant	0.00
Refund from SPG for Clerk salary/pension	771.78*

*\* Includes pension increase and repayment from the sportsground.*

#### **Less**

Predicted spend to come to year end	3,030.51
25% Retention Buffer	7,000.00

#### **Less Earmarked**

Christmas Lighting Fund	840.06**
Jubilee Fund reserved for an event	225.00
Jubilee Fund reserved for Europa Bures	185.00
Elections	250.00
Donation to Bus Shelter Fund	385.00
CIL Fund unspent	3,428.60

\*\* £1,491.04 spent from the Christmas Light Fund this year. VAT refund received in January 2025.

**Residual Balance** **£2,146.08**

#### **Explanations:**

2 <sup>nd</sup> CIL fund	3,428.60 - still to be allocated (bus shelter fund)
£2,000.00	Sportsground Committee Donation moved to increase reserve as per the recommendations from the internal audit
£750.00	Moved from retention buffer (as per January minutes)
£385.00	Donated by Bures Common Land Trust to Bus Shelter Fund

**There was 1 Standing Order payments made during the period  
13<sup>th</sup> January to 12<sup>th</sup> March 2025**

31.01.25	Bures PCC	<b>1.00</b>
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**There was 5 Direct Debit payments made during the period  
13<sup>th</sup> January to 12<sup>th</sup> March 2025**

23.01.25	HMRC SDDS	<b>31.53</b>
31.01.25	HMRC SDDS	<b>3.86</b>
13.02.25	Nest DD (Pension)	<b>76.74</b>
24.02.25	ICO DD (Data Protection Fee)	<b>47.00</b>
27.02.25	Nest DD (Pension)	<b>76.74</b>

**There were no Bank Transfers made between accounts during the period  
13<sup>th</sup> January to 12<sup>th</sup> March 2025**

**There were 9 BACS transfers paid from the Treasurers A/C during the period  
13<sup>th</sup> January to 12<sup>th</sup> March 2025**

13.01.25	Gary Vaughan BACS (maintenance Oct and Nov 2024)	<b>423.50</b>
22.01.25	C Series BACS (correction of Jan 2025 invoice)	<b>7.50</b>
29.01.25	Mrs G A Turner BACS (clerk salary)	<b>1,048.51</b>
03.02.25	C Series BACS (cleansing Jan 2025)	<b>185.50</b>
06.02.25	Bures Community Centre BACS (room hire)	<b>20.92</b>
06.02.25	JPB Landscapes Ltd BACS (maintenance Jan 2025)	<b>180.00</b>
28.02.25	Mrs G A Turner BACS (clerk salary)	<b>1,048.51</b>
04.03.25	C Series BACS (cleansing and gritting Feb 2025)	<b>283.00</b>
04.03.25	JPB Landscapes Ltd BACS (maintenance Feb 2025)	<b>144.00</b>

**Income received prior to meeting:**

22.01.25	Bures Sportsground Committee (pension refund)	<b>189.08</b>
28.01.25	HMRC (VAT refund)	<b>249.82</b>
29.01.25	Bures Sportsground Committee (January salary)	<b>431.03</b>
31.01.25	Bures Common Land Trust (Cash donation for Bus Shelter)	<b>385.00</b>
10.02.25	Lloyds Bank (Interest)	<b>8.76</b>
28.02.25	Bures Sportsground Committee (February salary)	<b>451.38</b>
10.03.25	Lloyds Bank (Interest)	<b>7.78</b>