

BURES JOINT CEMETERY AUTHORITY

Finance Report 12th January 2026

Expenditure	Budget 2024/25	Expenditure at 12 th January 2026	Predicted spend to come to year end
			All excluding VAT
Grasscutting	3,840.00	2,880.00	960.00
General maintenance	2,550.00	2,125.00	637.50
Winter maintenance	1,000.00	0.00	0.00
Contractor ashes/repairs	1,000.00	1,141.44	50.00
Tree works	1,000.00	1,025.00	0.00
Pathways	500.00	308.00	0.00
Projects – Walls & Fencing	1,000.00	0.00	722.82
Clerk's salary	2,425.00	2,462.88	836.16
Administration	200.00	283.64	35.00
Hall hire	83.68	16.00	16.00
Training	500.00	0.00	0.00
Insurance	450.00	436.97	0.00
Auditor's fees	125.00	125.00	0.00
Water charges	120.00	95.65	25.00
Rates	0.00	0.00	0.00
	14,793.68	10,899.58	3,282.48

Bank balances as at 12th January 2026

Community Account:	4,405.26
Instant Access Account:	<u>12,615.89</u>
	17,021.15
Plus Burial fees (unknown quantity)	300.00
Less predicted spend to come to year end	3,282.48
Less 25% Retention Buffer	3,000.00
Less Earmarked	
Boundary walls	5,000.00
Tree work	2,990.00 Blake Tree Care costs from earmarked
Fencing	<u>2,000.00</u> Earmarked for JPB rear fence work
Residual Balance	1,048.67

Explanations:

Residual balance is low. Suggest taking any further tree work costs from reserves.

Dropbox subscription cancelled. Replaced by OneDrive – costs met by the parish councils.

HMRC tax being paid by DD. No NICs to pay as annual salary lower than requirement.

Clerk's hours increased as agreed from 1st April 2025 from 3 to 4 hours per week.

NALC Clerk's pay award implemented and backdated to 1st April 2025. An increase of 50p per hour.

Auditor fees £125 as members agreed no external audit this year.

Hall hire expenditure reduced as now using Committee Room.

£2,000 reserves set aside for rear fencing project.

Minimum retention of £3,000 – figure agreed satisfactory.

Admin budget higher owing to £4.25 monthly bank charges, Kate Sarley's costs for the HMRC work and new domain costs of £194 shared between all 4 committees.

**There were 7 Standing Orders or Direct Debit payments made during the period
9th September 2025 to 12th January 2026**

19 th September 2025	24.48	Anglian Water charges
19 th September 2025	4.25	Service charges
20 th October 2025	4.25	Service charges
23 rd October 2025	172.40	HMRC tax payment
18 th November 2025	4.25	Service charges
19 th December 2025	21.74	Anglian Water charges
19 th December 2025	4.25	Service charges

**There was 2 Bank Transfers made between accounts during the period
9th September 2025 to 12th January 2026**

29 th September 2025	£4,000	from Community Account to Access Account
5 th January 2026	£5,000	from Access Account to Community Account

**There were 12 BACS transfers paid from the Community A/C during the period
9th September 2025 to 12th January 2026**

JPB Landscapes	Grounds maint	831.00
Mrs J Aries	Shed materials	25.96
Mrs J Wright	Salary & pettycash	222.92
JPB Landscapes	Grounds maint	543.00
Mrs J Wright	Salary & pettycash	222.92
JPB Landscapes	Grounds maint	639.00
Mrs J Wright	Salary & pettycash	231.12
Mrs J Aries	Zoom subscription	16.79
JPB Landscapes	Grounds maint	255.00
Mrs J Wright	Salary & pettycash	222.92
JPB Landscapes	Grounds maintenance	309.00
Blake Tree Care	Tree works	2,412.00

The following payments to be agreed at meeting:

None

Burial fees received prior to the meeting:

Mrs J Baker	Ashes interment t/l Paul Baker	160.00
Stonewriters	Addit inscription t/l J Halstead	20.00
Luxstone Memorials	Ashes memorial t/l Paul Baker	40.00
J Edwards FD	Ashes interment t/l J Halstead	280.00
H & A W Palmer	Interment t/l Janette Lindsey Smith	100.00
Sudbury EOE Co-op	Ashes interment t/l David Gould	100.00

Income received prior to the meeting:

Lloyds Bank	Interest (4 months)	32.11
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