

BURES JOINT CEMETERY AUTHORITY

Finance Report 9th June 2025

Expenditure	Budget 2024/25	Expenditure at 9 th June 2025	Predicted spend to come to year end
			All excluding VAT
Grasscutting	3,840.00	720.00	3,120.00
General maintenance	2,550.00	425.00	2,125.00
Winter maintenance	1,000.00	0.00	1,000.00
Contractor ashes/repairs	1,000.00	264.00	736.00
Tree works	1,000.00	125.00	875.00
Pathways	500.00	0.00	500.00
Projects – Walls & Fencing	1,000.00	0.00	1,000.00
Clerk's salary	2,425.00	553.70	1,871.30
Administration	200.00	98.50	101.50
Hall hire	83.68	8.00	75.68
Training	500.00	0.00	500.00
Insurance	450.00	436.97	0.00
Auditor's fees	125.00	125.00	0.00
Water charges	120.00	0.00	120.00
Rates	0.00	0.00	0.00
	14,793.68	2,756.17	12,024.48

Bank balances as at 9th June 2025

Community Account:	2,133.67
Business Instant Account:	<u>19,273.17</u>
	21,406.84

Plus 2 nd half year precepts	5,500.00
Plus Burial fees (unknown quantity)_	500.00

Less predicted spend to come to year end 12,024.48

Less 25% Retention Buffer 3,000.00

Less Earmarked

Boundary walls	5,000.00
Tree work	5,000.00
Fencing	2,000.00

Residual Balance 382.36

Explanations:

Residual balance is low. Suggest taking any tree work costs during the year 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.
Still to receive notification of NALC 2025 pay award.
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 - satisfactory figure.

**There were 5 Standing Order or Direct Debit payments made during the period
11th March 2025 to 9th June 2025**

18 th March 2025	4.25	Service charges
19 th March 2025	50.78	Anglian Water charges
22 nd April 2025	4.25	Service charges
25 th April 2025	121.60	HMRC tax payment
19 th May 2025	4.25	Service charges

**There were 2 Bank Transfers made between accounts during the period
11th March 2025 to 9th June 2025**

2 nd April 2025	£2,000 from Access to Community Account
30 th April 2025	£5,000 from Access to Community Accounts

**There were 13 BACS transfers paid from the Community A/C during the period
11th March 2025 to 9th June 2025**

Mrs J Wright	Salary & pettycash	166.19
Atlas Signs	Rear gate sign	19.20
Babergh DC	Hire of green waste bin	69.00
Community Centre	Hall hire	8.00
JPB Landscapes	Grounds maintenance	777.00
BHPC	IT contribution	37.50
Mrs J Wright	Salary & pettycash	216.05
C M Sarley	HMRC costs	52.50
Arthur Gallagher	Insurance premium	436.97
JPB Landscapes	Grounds maint	831.00
Mrs J Wright	Salary & pettycash	216.05
N Norton	Tree work	125.00
BB Business Associates	Internal audit	125.00

The following payments to be agreed at meeting:

None

Burial fees received prior to the meeting:

Abbey Memorials	Additional inscription B Haywood	20.00
Brown Fenn Parker	Interment of the late P Pilgrim	100.00
Luxstone Memorials	Additional inscr the late P Pilgrim	20.00

Income received prior to the meeting:

Lloyds Bank	Interest (3 months)	36.24
HMRC	VAT refund	765.59
BSMPC	1 st half precept	2,750.00
BHPC	1 st half precept	2,750.00