

BURES JOINT CEMETERY AUTHORITY

Finance Report 8th September 2025

Expenditure	Budget 2024/25	Expenditure at 8 th September 2025	Predicted spend to come to year end
			All excluding VAT
Grasscutting	3,840.00	1,920.00	1,920.00
General maintenance	2,550.00	1,062.50	1,487.50
Winter maintenance	1,000.00	0.00	500.00
Contractor ashes/repairs	1,000.00	990.48	200.00
Tree works	1,000.00	1,025.00	0.00
Pathways	500.00	308.00	200.00
Projects – Walls & Fencing	1,000.00	0.00	722.82
Clerk's salary	2,425.00	1,398.60	1,951.04
Administration	200.00	163.10	100.00
Hall hire	83.68	8.00	24.00
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	49.43	80.00
Rates	0.00	0.00	0.00
	14,793.68	7,487.08	6,985.36

Bank balances as at 8th September 2025

Community Account: 2,687.36

Instant Access Account: 13,303.78

15,991.14

Plus 2nd half year precepts 5,500.00

Plus Burial fees (unknown quantity) 500.00

Plus half year VAT claim 1,043.90

Less predicted spend to come to year end 6,985.36

Less 25% Retention Buffer 3,000.00

Less Earmarked

Boundary walls 5,000.00

Tree work 5,000.00

Fencing 2,000.00 **Earmarked for JPB rear fence work**

Residual Balance 1,049.68

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 5 Standing Order or Direct Debit payments made during the period
10th June 2025 to 8th September 2025**

11 th June 2025	4.25	Service charges
19 th June 2025	49.43	Anglian Water charges
21 st July 2025	4.25	Service charges
24 th July 2025	162.00	HMRC tax payment
19 th August 2025	4.25	Service charges

**There were 2 Bank Transfers made between accounts during the period
10th June 2025 to 8th September 2025**

10 th June 2025	£3,000 from Access to Community Account
10 th July 2025	£3,000 from Access to Community Accounts

**There were 13 BACS transfers paid from the Community A/C during the period
10th June 2025 to 8th September 2025**

JPB Landscapes	Grounds maint	831.00
Mrs J Wright	Map film paper	61.78
N S Norton	Memorial repairs	350.00
Mrs J Wright	Salary & pettycash	219.40
Blake Tree Care	Tree work	1,188.00
Community Centre	Hall hire	8.00
N S Norton	Repairs	35.00
JPB Landscapes	Grounds maint	912.60
Mrs J Wright	Salary & pettycash	216.05
JPB Landscapes	Grounds maint	831.00
N S Norton	Memorial repair	290.00
Mrs J Wright	Salary & pettycash	250.80
BHPC	New domain shared costs	48.50

The following payments to be agreed at meeting:

None

Burial fees received prior to the meeting:

Stonewriters	Additional inscr the late J Synnak	20.00
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Income received prior to the meeting:

Lloyds Bank	Interest (2 months)	17.68
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