



Finance Report

Quarter Two 2024 - 2025

1. Budget Monitoring

Please see the attached budget monitoring spreadsheet. Income and expenditure should be 50% at this stage in the financial year. We are required to explain any variances that are 35% or less or 65% or more:

Income – Explanation of any variances of 15% over or under budget

- Line 1 – Bank interest is over at 139% as more interest has been received than originally expected.
- Line 3 – Other Grant Income is 272% this is due to the grant received from the LTA towards Cross Hands Tennis Courts.
- Line 9 – Footpaths is 0% as this will be invoiced in quarter four.
- Line 10 – Tumble United AFC fees is at 0% as this will be invoiced in quarter four.
- Line 11 – Y Cwtsh Room Hire is currently at 0% as Tumble Family Centre will be invoiced in quarter four.
- Line 13 – Y Cwtsh Grants is 0%. As grant opportunities are still being sourced.
- Line 14 – Playground Inspections is 28%. Payment from Llandybie Community Council is due in quarter three.

Expenditure – Explanation of any variances of 15% over or under budget

- Line 2 – Staff Expenses is 2% as staff expenses have been limited.
- Line 3 – Postage is 393% as costs have increased.
- Line 4 – WFHA Members Allowance is 87% as claimed allowances have been paid to members.



- Line 5 – Members reimbursement of consumables is 80% as claimed allowances have been made to the members.
- Line 6 – Chair's Civic allowance is 0%, this is yet to be allocated by the Chair.
- Line 7 – Chair's payment for 2023-24 was claimed in full.
- Line 8 – Vice Chair's payment for 2023-24 was claimed in full.
- Line 9 – Members Financial Loss payment is 0% as no claims have been made in 2024-25.
- Line 10 – Members Care / PA Allowance is 0% as no claims have been made in 2024-25.
- Line 11 – Members Senior Role Allowances for 2023-24 were claimed in full.
- Line 12 – Audit fees is only 30% as we are awaiting an invoice from the External Auditor.
- Line 13 – Professional Fees is 97% as the annual subscription to Worknest and the solicitor's fees have been paid.
- Line 15 – IT Equipment is 501% as the Council resolved to hold hybrid meetings, requiring the purchase of video conferencing equipment.
- Line 18 – Stationery is 112% as more stationery has been required than anticipated.
- Line 19 – Subscriptions is 104% as most of the annual subscriptions are paid within the first two quarters of the year.
- Line 20 – Payroll fees is 118% as the invoice for last financial year wasn't received until April 2024.
- Line 23 – Website is 0%, this is expected to be paid in quarter three or four.
- Line 24 – Y Cwtsh is 186%. This is reflected against Y Cwtsh financial donations received, allowing the purchase of additional food for Y Cwtsh.
- Line 25 – Playground is 0% as no purchases have been made.



- Line 26 – Insurance is 98% as both insurance policies (Council & Vehicle) have been paid in full. There are no further insurances to pay.
- Line 27 – Cemetery is 0% as no payments have been made in this quarter.
- Line 28 – Equipment is 88% more equipment has been required to maintain the Council's assets throughout the summer season.
- Line 29 – Electricity is 93% as Clwb Rygbi Y Tymbl's invoice for Y Cwtsh electricity split has been paid.
- Line 30 – Council Tax / Business Rates is currently at 156%, as the invoice received was more than anticipated.
- Line 33 – Advertising is 0% as the Council is yet to use any paid advertising methods.
- Line 34 – Financial Assistance Donations is 75% as all financial assistance requests received and approved by the Council have been paid.
- Line 35 – Footway lighting is 212% as the invoice from CCC was larger than anticipated and is being investigated.
- Line 37 – Vehicle Tax is 0% as this is yet to require renewal.
- Line 40 – Training & Conferences is 77% as majority of the staff training was paid for during quarter two.
- Line 42 – Theatre expenditure / events is 72% as acts have needed payment.
- Lines 43 & 44 both relate to Christmas where spend will be allocated in Quarter 3.
- Line 45 – Telephones & Broadband is currently at 105%. These costs are higher than expected and will need reviewing throughout the year.
- Line 46 – Cleaning materials is currently at 67% as more equipment has been required than anticipated.
- Line 47 – Hygiene Services is 83% as the annual fee has been paid to Cathedral City Hygiene.
- Line 49 – Maintenance Budget is 89% this is mainly due to more maintenance needed throughout the summer season. Specialist tree work



was also required for Health & Safety reasons. A gas leak in the kitchen also required specialist repairs.

- Line 50 – Oil is 119%. This is due to the increase in the price of oil.
- Line 52 – Security / CCTV is 487%. This is as a result of the damage caused in Tumble Park and Cross Hands Park from antisocial behaviour.
- Line 54 – Stock taker fees is 75% as the fee has been paid in full.
- Line 56 – Bar Licensing is 0% as this will be payable in Quarter Three.
- Line 57 – Gas is currently 79% as the price increases have been larger than anticipated.
- Line 58 – Laundry is currently at 9% as the Council has not arranged as many events as initially anticipated.
- Line 59 – The Environment Committee Budget is currently 0% as work on Y Graig will start in quarter 3.
- Line 60 – Hall Committee Budget is 262% as new tables/cabinets have been purchased to replace the broken tables that have been returned to the supplier. The refund will be allocated against this budget during quarter 3.
- Line 62 – Elections are currently at 17%. We are awaiting the final invoice of £15,307.12.
- Line 63 – Future projects considerations are 0% as a virement will be required to cover Cross Hands Park improvements.

2. Virement Recommendations

Income

- Add a budget line to allow for income from the tennis courts (currently allocated to line 15).

Expenditure

- Line 25 – Playgrounds budget of £7500 to be moved to Maintenance & Repairs budget (line 49).



- Line 27 – Move £1000 from cemetery budget to defibrillators budget (line 64) to assist with cost of new defibrillator in cemetery.
- Line 62 – Increase the Elections budget to £15,307.12 by taking the £3703.64 from the Reserves and taking £1603.48 from the Van budget (line 38) thus reducing the Van budget to £5896.52.
- Line 63 – Future Project Consideration budget, reduce to £18,000 and move £32,000 that has been spent to Cross Hands Park budget (line 61).
- Line 64 – Defibrillator budget. Place £2609 in here and take this amount from the Reserves.
- Line 65 – Community Engagement & Well-being budget, reduce to £16,900 and move the £3100 to IT Equipment budget (line 15), increasing this to £4100.

3. Future Reserves

If the above virements are agreed, the future reserves will be:

General Reserves - £72,391.00
Earmarked Reserves - £0

4. Further Considerations

- A VAT Reclaim of approximately £15,000 is expected. Once received, the total amount will be transferred to the balance the reserves bank account.
- £9,950 from the SCF grant has been claimed (Professional Fees). Once received, the total amount will be transferred to the balance the reserves bank account.
- £1000 from the Communities Fund has been claimed (Summer Fun Day). Once received, the total amount will be transferred to the balance the reserves bank account.

5. Bank Balances as of 30th September 2024

Council Account	£ 1,630.37
Hall Account	£ 1,277.10
Precept Account	£19,097.78
Reserve Account	£45,844.82