

## QUARTERLY REPORT TO 30<sup>th</sup> SEPTEMBER 2024 BY THE CLERK

This report is designed not only to show how the Parish Council's spending is tracking the budget, but also report on progress on delivering the Village Plan.

Second quarter receipts totalled £32,354, which was made up of £22,503 precept, £11,027 grant from ABC and £1,794 VAT refund.

Running costs remain broadly around budget. The new website is now up and running, the overall cost came in 30% over budget, as an alternative provider had to be sought following 2Commune ceasing to exist. Contingency maintenance expenditure shows an 8% overspend, however this does not reflect the £425 contribution from a resident towards the cost of removing the tree at the rear of the sports pavilion.

Whereas overall payments increased to £18,057, this was largely due to the £11,108 payment in New Projects to engage UKPN concerning the supply upgrade to the Hub building.

Total funds held at the end of September were £102,144.

After deducting earmarked reserves £42,942 on New Projects, then the remaining budgeted funds on Village Green Maintenance Agreement (£5,686), Running Costs (£9,822), and £7,890 in salaries, we are left with a general reserve of around £34,803.

	Budget	Earmarked	Payments	Remaining
Salaries	£ 16,970		£ 9,079	£ 7,891
Councillor Costs	£ 1,000		£ -	£ 1,000
Running Costs	£ 16,090		£ 6,268	£ 9,822
Village Green	£ 7,040		£ 1,354	£ 5,686
<b>Power Upgrade to The Hub &amp; Power to VG</b>		£ 20,000	£ 9,257	£ 10,743
<b>Bird and Bat Boxes</b>		£ 500	£ -	£ 500
<b>Toilet Revamp</b>		£ 8,000	£ -	£ 8,000
<b>Traffic</b>		£ 3,000	£ -	£ 3,000
<b>Environment</b>		£ 500	£ -	£ 500
<b>Pavilion Project, Play Area and Multi Surface Court</b>		£ 9,600	£ -	£ 9,600
<b>CCTV</b>		£ 6,000	£ -	£ 6,000
<b>Village Pump Restoration</b>		£ 2,700	£ -	£ 2,700
<b>Village Sign Restoration</b>		£ 1,900	£ -	£ 1,900
<b>Sub-Total</b>	<b>£ 41,100</b>	<b>£ 52,200</b>	<b>£ 25,958</b>	<b>£ 67,342</b>
<b>Total Budgeted Expenditure for 2024-2025</b>	<b>£ 93,300</b>			
<b>Total Budgeted Expenditure for 2024-2025 less Payments (A)</b>				<b>£ 67,342</b>
<b>Cash in Bank at 31st Sept 2024 (B)</b>				<b>£ 102,145</b>
<b>General Reserves (A-B)</b>				<b>£ 34,803</b>

However, Salaries are likely to overshoot by £730 following uplift in the Clerk's pay scale and back pay for 2023-2024.

There is the possibility of the work on the power upgrade and toilet refurb going over budget

due to the time lapsed when obtaining the original estimates for budget purposes and the quotes to commence the projects.

Trenchwork across the car park should start shortly following the site visit from UKPN contractor to determine the precise location and direction of the ducting.

It should be noted that there has been a slight timeline slippage to delivering work to the power upgrade and WC refurbishment on the Hub. The Parish Council decided in May to apply for grant funding towards the combined overall costs involved in upgrading the power, supplying electricity to the village green and refurbishing the toilet. Quotes were obtained and a final estimate for the whole project were estimated to be around £32,000. There was subsequent delay until Ashford Borough Council had reached a decision, and in August the Council was awarded £11,027 towards the project.

The electricity supply to the Village Green has already been completed. .

The refurbishment of the toilet was agreed at the September meeting and is anticipated to start the first week in December.

These works should be completed by the end of the third quarter 2024.

	BUDGET	Q1	Q2	Q3	Q4	TOTAL	% of Budget
<b>Employee costs</b>							
<b>Total Employee Costs</b>	<b>£ 16,970.00</b>	4270.43	4809.02			9079.45	53.50%
<b>Councillor Costs</b>							
Chair's Expenses	£ 150.00	0	0			0	0.00%
Councillor Training	£ 850.00	0	0			0	0.00%
	<b>£ 1,000.00</b>	0	0			0	0.00%
<b>Running Costs</b>							
Accountant PAYE Fees	£ 120.00	30	30			60	50.00%
Audit Fees	£ 350.00	236.05	315			551.05	157.44%
Data Protection Controller	£ 250.00	150	35			185	74.00%
Registration with Information Commissioner	£ 35.00	0	0			0	0.00%
Legal Advice	£ 1,500.00	0	0			0	0.00%
Environment	£ 500.00	0	0			0	0.00%
Insurance	£ 2,000.00	1240.33	0			1240.33	62.02%
Maintenance of Laptop Computer and Data inc 365 for cllrs/clerk	£ 1,500.00	0	669			669	44.60%
Website	£ 590.00	0	774			774	131.19%
Cilca	£ 670.00	0	0			0	0.00%
KALC Subscription	£ 750.00	755.39	0			755.39	100.72%
SLCC Subscription	£ 125.00	0	0			0	0.00%
Hire of Hall and Heating Tokens	£ 150.00	28	60			88	58.67%
<b>Subtotal A</b>	<b>£ 8,540.00</b>	2439.77	1883			4322.77	50.62%
<b>Other Running Costs</b>							
Public Convenience Running Cost	£ 250.00	0	0			0	0.00%
Council Building Maintenance	£ 1,000.00	0	0			0	0.00%
Notice Board Repairs/Replacement	£ 1,600.00	0	199			199	12.44%
Green Extension (hedges, tree work and wildflower meadow)	£ 600.00	0	460			460	76.67%
Footpath width restriction Bollards (paint only)	£ 50.00	0	0			0	0.00%
Grass Cutting - War Memorial	£ 500.00	0	0			0	0.00%
Waste Bins	£ 1,700.00	0	0			0	0.00%
Flag maintenance/Flagpole Replacement**	£ 150.00	0	0			0	0.00%
Beacon Costs**	£ 200.00	0	0			0	0.00%
Defibrillator Batteries and Pads	£ 500.00	0	196.8			196.8	39.36%
Contingency (maintenance) **	£ 1,000.00	950	139.39			1089.39	108.94%
<b>Subtotal B</b>	<b>£ 7,550.00</b>	950	995.19			1945.19	25.76%
<b>Total Running Costs A+B)</b>	<b>£ 16,090.00</b>	<b>3389.77</b>	<b>2878.19</b>			<b>6267.96</b>	<b>38.96%</b>
Village Green Charity Incl Maintenance Agreement	£ 6,490.00	240.6	1113.26			1353.86	20.86%
Annual Wreath	£ 50.00					0	0.00%
Discretionary Grants to Other Organisations	£ 500.00					0	0.00%
<b>Total Grants/Donations</b>	<b>£ 7,040.00</b>	<b>£ 240.60</b>	<b>£ 1,113.26</b>			<b>£ 1,353.86</b>	<b>19.23%</b>
<b>PROJECTS IDENTIFIED BY VILLAGE SURVEY GROUP</b>							
<b>Power Upgrade to The Hub &amp; Power to VG</b>	<b>£20,000.00</b>		9257.05			9257.05	46.29%
<b>Bird and Bat Boxes</b>	<b>£ 500.00</b>					0	0.00%
<b>Toilet Revamp</b>	<b>£ 8,000.00</b>					0	0.00%
<b>Traffic</b>	<b>£ 3,000.00</b>					0	0.00%
<b>Environment</b>	<b>£ 500.00</b>					0	0.00%
<b>Pavilion Project, Play Area and Multi Surface Court</b>	<b>£ 9,600.00</b>					0	0.00%
<b>CCTV</b>	<b>£ 6,000.00</b>					0	0.00%
<b>Village Pump Restoration</b>	<b>£ 2,700.00</b>					0	0.00%
<b>Village Sign Restoration</b>	<b>£ 1,900.00</b>					0	0.00%
<b>Total Projects</b>	<b>£52,200.00</b>	0	9257.05			9257.05	17.73%
<b>TOTAL</b>	<b>£ 93,300.00</b>	<b>£ 7,900.80</b>	<b>£ 18,057.52</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 25,958.32</b>	<b>27.82%</b>
<b>VILLAGE GREEN GRANT &amp; MAINTENANCE AGREEMENT</b>							
Pavilion Cleaner	£ 200.00					0	0.00%
Verges Strimming	£ 570.00					0	0.00%
Pavilion Maintenance	£ 200.00					0	0.00%
Pavilion Utilities	£ 1,500.00	211.51	198			409.51	27.30%
Insurance Grant)	£ 1,800.00		891.01			891.01	49.50%
Green Maintenance gang mow	£ 1,100.00					0	0.00%
Play Area Repairs and Maintenance	£ 1,000.00	29.09	24.25			53.34	5.33%
Play Area Inspection	£ 120.00					0	0.00%
	<b>£ 6,490.00</b>	<b>£ 240.60</b>	<b>£ 1,113.26</b>			<b>£ 1,353.86</b>	<b>20.86%</b>

Regarding other aspects of the Village Plan:

The Parish Council is achieving many of the aims as set out in the Village Plan.

The Council continues to work hard to ensure that where it can the village is maintained in good order. The litter picker employed by the Parish Council continues to do a good job in keeping the litter down around the village and in addition works hard to maintain the fringes of the village green.

There has been much communication surrounding Ashford Borough Council's Local Plan, and the Parish Council has started to look into the cost and benefits of a Neighbourhood Plan. These are costly and normally require external consultants to be involved. Despite there being grant funding available, at this stage the council would like to see more details from the new government before embarking on this type of project.

The Parish Council has been seeking advice from Neighbourhood Watch liaison officer and Police Volunteer Peter New, on the benefits of or alternatives to installing CCTV across the car park and village green. If it possible to deliver a more cost-effective method of preventing crime then the council must explore those alternatives. This remains an ongoing project.

The Parish Council stands ready to work in conjunction with the Village Green Charity in improving the sports pavilion.

The Parish Council has attended the two meetings held at Ashford Borough Council, working hard in conjunction with the Friends of Woodchurch Windmill, to try to influence a positive resolution to the windmill.

Improved communication through the Newsletter and on the new Parish Council Website has seen some positive feedback, in particular the four page quarterly pull out.

The Parish Council has begun exploring ways to better engage with the younger members of the community, including the option of a youth council. This remains a project in progress.

Continue to explore need for allotments. Have received demand for 4 but there has been no offer of land from landowners.

The Council Remains on track to deliver most of the objectives as laid out in the Village Plan.