



**CRANLEIGH PARISH COUNCIL**

Tel: 01483 272311  
Fax: 01483 277573  
Website: [www.cranleigh-pc.gov.uk](http://www.cranleigh-pc.gov.uk)

Village Way  
Cranleigh  
Surrey  
GU6 8AF

27 January 2020

**NOTICE OF A MEETING OF THE FINANCE COMMITTEE**

Members of the Finance Committee are respectfully summoned to a Meeting to be held on **Monday 03 February 2020 at 7.00pm** in the Council Chamber, Village Way, Cranleigh.

Beverley Bell FSLCC  
**PARISH CLERK**

To:- The Finance Committee

Clr R Cole                      Vice Chairman  
Clr D Nicholas  
Clr N Sanctuary  
Clr E Townsend  
Clr G Worthington

**AGENDA**

1. **ELECTION OF CHAIRMAN**  
**Recommendation: To elect a Chairman.**
2. **APOLOGIES FOR ABSENCE**  
**Recommendation: To accept apologies and reasons for absence.**
3. **DECLARATIONS OF INTEREST**  
**Recommendation: To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.**
4. **MINUTES OF THE FINANCE COMMITTEE**  
**Recommendation: The Committee to approve the Minutes of the Meeting of the Finance Committee held on 28 October 2019 as a correct record and the Committee Chairman to sign.**
5. **PUBLIC SESSION**  
**Recommendation:**
  - To note comments by members of the public.
6. **CHAIRMAN'S REPORT**  
**Recommendation:**
  - To note the report.

7. CLERK'S REPORT  
**Recommendation:**
- **To note the report.**
8. BUDGET REPORT  
Review income and expenditure budget report to 31 December 2019 and to approve virements to cost centre overspends in accordance with Financial Regulation 4.2.  
**Recommendation:**
- **To review the income and expenditure budget report to 31 December 2019 and to approve the virements to cost centre overspends.**
9. DEBTORS  
Report on debtors to 31 December 2019.  
*(This item may be considered in private and confidential session: Reason - commercial in confidence).*  
**Recommendation: To note the report.**
10. BUSINESS RATES VALUATION
- Report from the Clerk on business rates valuation
- Recommendation:**
- **To note the report.**
11. INVESTMENT  
Fixed term investment matured 21 January 2020  
**Recommendation:**
- **To make a recommendation to the Council.**
12. VARIABLE DIRECT DEBITS  
Details of variable direct debits for financial year 2020 – 21 to be authorized by the Council in accordance with Financial Regulation 6.7, as attached.  
**Recommendation:**
- **To approve the variable direct debits for financial year 2020 – 2021.**
13. REGULAR CONTRACTS  
Details of regular contracts for financial year 2020 - 2021 to be authorized by the Council annually under Financial Regulation 5.6, as attached.  
*(This item may be considered in private and confidential session: Reason - commercial in confidence).*  
**Recommendation:**
- **To approve the regular contracts for financial year 2020 - 2021**
14. DATE OF NEXT MEETING  
**To be arranged**

Please note that the agenda and all associated papers can be found on the Parish Council website [www.cranleigh-pc.gov.uk](http://www.cranleigh-pc.gov.uk)

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.

EXPENDITURE			
101	4059	Professional Fees	-1390 HR support £1,789
105	4025	Insurance	-44 Renewal came ine after budget agreed
105	4036	Property maintenance	-146 Locksmith £239
201	4003	Temporary workers	-1594 Contractors
201	4014	Electricity	-445 RP reconciling account
201	4019	Security	-53 Trailer lock
201	4025	Insurance	-24 Renewal came ine after budget agreed
201	4038	Eqpt hire/contracts	-180 Accrual £525
201	4043	Tractor maintenance	-26 Tractor service
201	4048	Equipment - purchase	-19380 Capital purchase of play equip £18,349 and John Deere deck £1,216
202	4011	Rates	-541 Rates not budgeted
202	4036	Property maintenance	-9904 Payment to charity bank account
203	4015	Gas	-139 Accrual £913
203	4036	Property Maintenance	-1576 New exterior lighting £1,330 and Insurance excess £250 for window replacement
205	4021	Telephone/fax	-63 <b>Should have been coded to 4018 for fire alarm line</b>
205	4036	Property maintenance	-779 Roof repair £1,400
209	4048	Equipment purchase	-2758 Trailer purchased from Capital EMR
301	4021	Telephone/fax	-47 <b>Should have been coded to 4018 for fire alarm line</b>
301	4025	Insurance	-293 Renewal came ine after budget agreed
301	4036	Property maintenance	-18102 £26,328 VH repairs
401	4012	Water	-20 High Street water should be coded to 201
401	4048	Equipment - purchase	-36 Memorial bench purchase for grave owner
912	9125	Neighbourhood Plan	-1395 EMR expenditure
940	4036	Property maintenance	-440 Village Hall architect fees from VH EMR
INCOME			
201	1020	Pitch hire income	4607 £907 over budget
201	1021	Tennis income	589 Only one fifth of budget
201	1030	Letting income	60 <b>Should be Village Hall</b>
201	1089	Misc income	211249 Active Spaces £2,499,C In Bloom s106 grant £3,310, s106 funding £177,192 , Betty Riseley Trust £31,747
202	1200	Car park income	17353 Charity account £10,204
203	1010	Rent received	68 <b>Should be allotments</b>
203	1051	Youth Centre income	1008 Over budget - new clients
204	1010	Allotments rent	619 Over budget due to invoice date change
205	1010	Pavilion income	2892 Over budget due to new client
301	1030	Village Hall income	18579 Three quarters of budget
401	1040	Burial Fees	8625 Three quarters of budget
401	1041	Memorial Fees	6492 Almost half of budget
401	1042	Grant of Rights	5600 Over budget
401	1043	Transfer of graves	1650 Over budget

## Detailed Income &amp; Expenditure by Budget Heading 24/01/2020

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>101 ADMINISTRATION</b>							
1030 LETTING INCOME	0	55	0	(55)			0.0%
1075 PRECEPT SUPPORT GRANT	0	3,170	3,170	0			100.0%
1076 PRECEPT	0	362,189	362,189	0			100.0%
1085 CERTIFYING DOCUMENTS CHARGE	0	50	0	(50)			0.0%
1090 INTEREST RECEIVED	0	406	1,000	594			40.6%
<b>ADMINISTRATION :- Income</b>	<b>0</b>	<b>365,870</b>	<b>366,359</b>	<b>489</b>			<b>99.9%</b>
4001 STAFF PAY/OP COSTS	4,738	31,513	62,689	31,176		31,176	50.3%
4008 TRAINING	110	410	1,400	990		990	29.3%
4009 TRAVELLING EXPENSES	35	134	300	166		166	44.8%
4011 RATES	419	3,355	5,000	1,645		1,645	67.1%
4014 ELECTRICITY	411	1,247	1,800	553		553	69.3%
4016 CLEANING	62	447	800	353		353	55.9%
4018 HEALTH & SAFETY	50	649	1,200	551		551	54.1%
4019 SECURITY	0	340	600	260		260	56.7%
4020 MISC. EXPENSES	19	632	1,000	368		368	63.2%
4021 TELEPHONE/FAX	122	705	2,500	1,795		1,795	28.2%
4023 STATIONERY/PRINTING	294	2,235	4,000	1,765		1,765	55.9%
4024 SUBSCRIPTIONS	90	2,638	3,500	862		862	75.4%
4025 INSURANCE	0	1,169	1,400	231		231	83.5%
4026 COMPUTER/IT COSTS	518	3,117	3,600	483		483	86.6%
4036 PROPERTY MAINTENANCE	0	1,412	2,000	588		588	70.6%
4051 BANK CHARGES	54	324	700	376		376	46.3%
4055 ACCOUNTING SUPPORT	0	1,423	2,000	577		577	71.1%
4057 AUDIT FEES	0	153	2,000	1,847		1,847	7.7%
4059 OTHER PROF FEES	735	3,390	2,000	(1,390)		(1,390)	169.5%
<b>ADMINISTRATION :- Indirect Expenditure</b>	<b>7,656</b>	<b>55,292</b>	<b>98,489</b>	<b>43,197</b>	<b>0</b>	<b>43,197</b>	<b>56.1%</b>
<b>Net Income over Expenditure</b>	<b>(7,656)</b>	<b>310,579</b>	<b>267,870</b>	<b>(42,709)</b>			
6000 plus Transfer from EMR	0	721					
6001 less Transfer to EMR	0	1,750					
<b>Movement to/(from) Gen Reserve</b>	<b>(7,656)</b>	<b>309,549</b>					
<b>102 CIVIC ACTIVITIES</b>							
4006 CHAIRMAN'S ALLWCE	0	0	450	450		450	0.0%
4008 TRAINING	140	280	1,740	1,460		1,460	16.1%
4009 TRAVELLING EXPENSES	0	0	500	500		500	0.0%
4020 MISC. EXPENSES	639	888	1,000	112		112	88.8%
4063 CIVIC SERVICE	0	0	200	200		200	0.0%
<b>CIVIC ACTIVITIES :- Indirect Expenditure</b>	<b>779</b>	<b>1,168</b>	<b>3,890</b>	<b>2,722</b>	<b>0</b>	<b>2,722</b>	<b>30.0%</b>
<b>Net Expenditure</b>	<b>(779)</b>	<b>(1,168)</b>	<b>(3,890)</b>	<b>(2,722)</b>			

## Detailed Income &amp; Expenditure by Budget Heading 24/01/2020

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>105 PUBLIC CONVENIENCES</b>							
4001 STAFF PAY/OP COSTS	307	2,119	4,898	2,779		2,779	43.3%
4011 RATES	186	1,490	4,304	2,814		2,814	34.6%
4012 WATER	10	80	400	320		320	20.1%
4014 ELECTRICITY	66	281	400	119		119	70.4%
4016 CLEANING	697	5,942	10,500	4,558		4,558	56.6%
4018 HEALTH & SAFETY	0	1,539	2,000	461		461	76.9%
4025 INSURANCE	0	394	350	(44)		(44)	112.5%
4036 PROPERTY MAINTENANCE	0	1,546	1,400	(146)		(146)	110.4%
<b>PUBLIC CONVENIENCES :- Indirect Expenditure</b>	<b>1,266</b>	<b>13,390</b>	<b>24,252</b>	<b>10,862</b>	<b>0</b>	<b>10,862</b>	<b>55.2%</b>
<b>Net Expenditure</b>	<b>(1,266)</b>	<b>(13,390)</b>	<b>(24,252)</b>	<b>(10,862)</b>			
<b>107 FGP GRANTS (&amp; S137)</b>							
4701 GRANTS POWER GEN COMPETENCE	1,260	1,260	2,000	740		740	63.0%
<b>FGP GRANTS (&amp; S137) :- Indirect Expenditure</b>	<b>1,260</b>	<b>1,260</b>	<b>2,000</b>	<b>740</b>	<b>0</b>	<b>740</b>	<b>63.0%</b>
<b>Net Expenditure</b>	<b>(1,260)</b>	<b>(1,260)</b>	<b>(2,000)</b>	<b>(740)</b>			
<b>201 RECREATION GENERAL</b>							
1020 PITCH HIRE INCOME	690	3,452	3,700	248			93.3%
1021 TENNIS INCOME	0	589	2,500	1,911			23.6%
1030 LETTING INCOME	0	60	0	(60)			0.0%
1077 COMPENSATORY GRANT	0	16,240	16,240	0			100.0%
1089 MISCELLANEOUS INCOME	33,902	211,744	500	(211,244)			42348.9
<b>RECREATION GENERAL :- Income</b>	<b>34,592</b>	<b>232,085</b>	<b>22,940</b>	<b>(209,145)</b>			<b>1011.7%</b>
4001 STAFF PAY/OP COSTS	3,580	32,384	75,090	42,706		42,706	43.1%
4003 TEMPORARY WORKERS	69	3,079	2,000	(1,079)		(1,079)	154.0%
4008 TRAINING	0	0	800	800		800	0.0%
4009 TRAVELLING EXPENSES	0	0	500	500		500	0.0%
4012 WATER	10	63	200	137		137	31.3%
4014 ELECTRICITY	45	773	700	(73)		(73)	110.4%
4017 REFUSE COLLECTION	351	3,054	5,200	2,146		2,146	58.7%
4018 HEALTH & SAFETY	130	624	1,500	876		876	41.6%
4019 SECURITY	0	553	500	(53)		(53)	110.7%
4020 MISC. EXPENSES	387	1,117	2,000	883		883	55.9%
4021 TELEPHONE/FAX	52	888	1,500	612		612	59.2%
4024 SUBSCRIPTIONS	0	43	150	107		107	28.8%
4025 INSURANCE	0	924	900	(24)		(24)	102.7%
4037 GROUNDS MAINTENANCE	327	6,382	6,800	418		418	93.9%

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Month No: 8

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4038 EQPT HIRE/CONTRACTS	0	5,180	5,000	(180)		(180)	103.6%
4040 PLAY EQUIPT MAINT'CE	0	1,592	2,000	408		408	79.6%
4041 EQPT/VHICLE/MC/MNTCE	155	908	2,100	1,192		1,192	43.2%
4042 TREE MANAGEMENT	715	1,650	4,000	2,350		2,350	41.3%
4043 TRACTOR MAINTENANCE	0	1,226	1,200	(26)		(26)	102.2%
4044 FUEL & OIL	149	1,679	2,200	521		521	76.3%
4048 EQUIPMENT - PURCHASE	18,350	20,580	1,200	(19,380)		(19,380)	1715.0%
<b>RECREATION GENERAL :- Indirect Expenditure</b>	<b>24,319</b>	<b>82,701</b>	<b>115,540</b>	<b>32,839</b>	<b>0</b>	<b>32,839</b>	<b>71.6%</b>
<b>Net Income over Expenditure</b>	<b>10,273</b>	<b>149,384</b>	<b>(92,600)</b>	<b>(241,984)</b>			
6000 plus Transfer from EMR	18,350	22,925					
6001 less Transfer to EMR	33,889	208,941					
<b>Movement to/(from) Gen Reserve</b>	<b>(5,266)</b>	<b>(36,632)</b>					
<b>202 CAR PARK</b>							
1200 SNOXHALL CARPARK INCOME	10,204	17,353	0	(17,353)			0.0%
<b>CAR PARK :- Income</b>	<b>10,204</b>	<b>17,353</b>	<b>0</b>	<b>(17,353)</b>			
4011 RATES	87	455	0	(455)		(455)	0.0%
4036 PROPERTY MAINTENANCE	0	9,904	0	(9,904)		(9,904)	0.0%
<b>CAR PARK :- Indirect Expenditure</b>	<b>87</b>	<b>10,359</b>	<b>0</b>	<b>(10,359)</b>	<b>0</b>	<b>(10,359)</b>	
<b>Net Income over Expenditure</b>	<b>10,117</b>	<b>6,995</b>	<b>0</b>	<b>(6,995)</b>			
6000 plus Transfer from EMR	0	9,904					
6001 less Transfer to EMR	16,899	16,899					
<b>Movement to/(from) Gen Reserve</b>	<b>(6,782)</b>	<b>(0)</b>					
<b>203 YOUTH CENTRE</b>							
1051 YOUTH CENTRE INCOME	566	4,638	4,500	(138)			103.1%
<b>YOUTH CENTRE :- Income</b>	<b>566</b>	<b>4,638</b>	<b>4,500</b>	<b>(138)</b>			<b>103.1%</b>
4001 STAFF PAY/OP COSTS	563	3,721	8,842	5,121		5,121	42.1%
4011 RATES	60	366	3,355	2,989		2,989	10.9%
4012 WATER	48	661	800	139		139	82.6%
4014 ELECTRICITY	69	433	650	217		217	66.6%
4015 GAS	0	1,139	1,000	(139)		(139)	113.9%
4016 CLEANING	148	1,427	2,200	773		773	64.9%
4018 HEALTH & SAFETY	0	2,071	2,600	529		529	79.6%
4019 SECURITY	0	188	900	712		712	20.9%
4020 MISC. EXPENSES	20	100	100	0		0	100.0%

## Detailed Income &amp; Expenditure by Budget Heading 24/01/2020

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4025 INSURANCE	0	1,106	1,300	195		195	85.0%
4036 PROPERTY MAINTENANCE	0	2,576	1,000	(1,576)		(1,576)	257.6%
YOUTH CENTRE :- Indirect Expenditure	<b>908</b>	<b>13,788</b>	<b>22,747</b>	<b>8,959</b>	<b>0</b>	<b>8,959</b>	<b>60.6%</b>
<b>Net Income over Expenditure</b>	<b>(342)</b>	<b>(9,149)</b>	<b>(18,247)</b>	<b>(9,098)</b>			
<b>204 ALLOTMENTS</b>							
1010 RENT RECEIVED	42	4,369	3,750	(619)			116.5%
ALLOTMENTS :- Income	<b>42</b>	<b>4,369</b>	<b>3,750</b>	<b>(619)</b>			<b>116.5%</b>
4001 STAFF PAY/OP COSTS	431	2,993	5,736	2,743		2,743	52.2%
4012 WATER	108	403	1,400	997		997	28.8%
4025 INSURANCE	0	178	200	22		22	89.1%
4037 GROUNDS MAINTENANCE	0	420	600	180		180	70.0%
ALLOTMENTS :- Indirect Expenditure	<b>539</b>	<b>3,994</b>	<b>7,936</b>	<b>3,942</b>	<b>0</b>	<b>3,942</b>	<b>50.3%</b>
<b>Net Income over Expenditure</b>	<b>(497)</b>	<b>375</b>	<b>(4,186)</b>	<b>(4,561)</b>			
<b>205 SNOXHALL PAVILION</b>							
1010 RENT RECEIVED	1,003	4,795	3,600	(1,195)			133.2%
SNOXHALL PAVILION :- Income	<b>1,003</b>	<b>4,795</b>	<b>3,600</b>	<b>(1,195)</b>			<b>133.2%</b>
4001 STAFF PAY/OP COSTS	495	3,416	9,292	5,876		5,876	36.8%
4011 RATES	40	589	2,135	1,546		1,546	27.6%
4012 WATER	48	406	1,000	594		594	40.6%
4014 ELECTRICITY	0	0	1,200	1,200		1,200	0.0%
4015 GAS	466	2,077	3,600	1,523		1,523	57.7%
4016 CLEANING	230	2,076	3,800	1,724		1,724	54.6%
4018 HEALTH & SAFETY	195	2,203	2,800	597		597	78.7%
4019 SECURITY	0	504	750	246		246	67.2%
4020 MISC. EXPENSES	0	82	300	218		218	27.4%
4021 TELEPHONE/FAX	63	63	0	(63)		(63)	0.0%
4025 INSURANCE	0	1,897	2,300	403		403	82.5%
4036 PROPERTY MAINTENANCE	0	4,079	3,300	(779)		(779)	123.6%
SNOXHALL PAVILION :- Indirect Expenditure	<b>1,536</b>	<b>17,392</b>	<b>30,477</b>	<b>13,085</b>	<b>0</b>	<b>13,085</b>	<b>57.1%</b>
<b>Net Income over Expenditure</b>	<b>(533)</b>	<b>(12,597)</b>	<b>(26,877)</b>	<b>(14,280)</b>			
<b>209 REC CAPITAL PROJECTS</b>							
4048 EQUIPMENT - PURCHASE	0	2,758	0	(2,758)		(2,758)	0.0%
REC CAPITAL PROJECTS :- Indirect Expenditure	<b>0</b>	<b>2,758</b>	<b>0</b>	<b>(2,758)</b>	<b>0</b>	<b>(2,758)</b>	
<b>Net Expenditure</b>	<b>0</b>	<b>(2,758)</b>	<b>0</b>	<b>2,758</b>			

## Detailed Income &amp; Expenditure by Budget Heading 24/01/2020

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>301 VILLAGE HALL</b>							
1013 CUPBOARD HIRE	0	293	1,300	1,007			22.6%
1030 LETTING INCOME	2,016	16,946	23,345	6,399			72.6%
<b>VILLAGE HALL :- Income</b>	<b>2,016</b>	<b>17,239</b>	<b>24,645</b>	<b>7,406</b>			<b>69.9%</b>
4001 STAFF PAY/OP COSTS	792	5,080	17,934	12,854	12,854		28.3%
4003 TEMPORARY WORKERS	0	0	500	500	500		0.0%
4008 TRAINING	0	0	200	200	200		0.0%
4011 RATES	203	1,620	2,306	686	686		70.3%
4012 WATER	62	147	1,000	853	853		14.7%
4014 ELECTRICITY	17	1,110	1,500	390	390		74.0%
4015 GAS	255	1,624	3,400	1,776	1,776		47.8%
4016 CLEANING	253	1,617	3,000	1,383	1,383		53.9%
4017 REFUSE COLLECTION	65	569	850	281	281		66.9%
4018 HEALTH & SAFETY	0	2,281	2,500	219	219		91.2%
4019 SECURITY	0	250	250	0	0		100.0%
4020 MISC. EXPENSES	17	102	300	198	198		33.9%
4021 TELEPHONE/FAX	47	47	0	(47)	(47)		0.0%
4025 INSURANCE	0	3,793	3,500	(293)	(293)		108.4%
4036 PROPERTY MAINTENANCE	2,376	21,102	3,000	(18,102)	(18,102)		703.4%
4059 OTHER PROF FEES	0	123	1,000	877	877		12.3%
4065 PWLB VILLAGE HALL ROOF	0	5,331	10,663	5,332	5,332		50.0%
<b>VILLAGE HALL :- Indirect Expenditure</b>	<b>4,085</b>	<b>44,796</b>	<b>51,903</b>	<b>7,107</b>	<b>0</b>	<b>7,107</b>	<b>86.3%</b>
<b>Net Income over Expenditure</b>	<b>(2,069)</b>	<b>(27,557)</b>	<b>(27,258)</b>	<b>299</b>			
6000 plus Transfer from EMR	2,376	20,947					
<b>Movement to/(from) Gen Reserve</b>	<b>307</b>	<b>(6,610)</b>					
<b>401 CEMETERY</b>							
1040 BURIAL FEES	250	8,125	10,000	1,875			81.3%
1041 MEMORIAL FEES	692	5,467	10,000	4,533			54.7%
1042 GRANT OF RIGHTS	950	5,000	5,000	0			100.0%
1043 Transfer Fees for Graves	300	1,650	1,000	(650)			165.0%
<b>CEMETERY :- Income</b>	<b>2,192</b>	<b>20,242</b>	<b>26,000</b>	<b>5,758</b>			<b>77.9%</b>
4001 STAFF PAY/OP COSTS	2,974	20,227	38,459	18,232	18,232		52.6%
4003 TEMPORARY WORKERS	0	8,548	10,196	1,648	1,648		83.8%
4008 TRAINING	0	0	500	500	500		0.0%
4011 RATES	66	527	750	223	223		70.3%
4012 WATER	14	159	152	(7)	(7)		104.7%
4014 ELECTRICITY	21	168	240	72	72		69.9%



## Detailed Income &amp; Expenditure by Budget Heading 24/01/2020

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4017 REFUSE COLLECTION	49	569	1,025	456		456	55.5%
4018 HEALTH & SAFETY	50	60	300	240		240	20.0%
4019 SECURITY	0	0	150	150		150	0.0%
4020 MISC. EXPENSES	12	540	600	60		60	90.0%
4021 TELEPHONE/FAX	19	65	200	135		135	32.3%
4024 SUBSCRIPTIONS	0	95	318	223		223	29.9%
4025 INSURANCE	0	175	222	47		47	78.8%
4036 PROPERTY MAINTENANCE	0	352	1,000	648		648	35.2%
4037 GROUNDS MAINTENANCE	0	429	750	321		321	57.2%
4038 EQPT HIRE/CONTRACTS	0	0	500	500		500	0.0%
4039 FLOWERBEDS	0	220	1,200	980		980	18.3%
4041 EQPT/VHICLE/MC/MNTCE	0	517	1,400	883		883	36.9%
4042 TREE MANAGEMENT	0	109	1,000	892		892	10.8%
4044 FUEL & OIL	0	144	700	556		556	20.5%
4048 EQUIPMENT - PURCHASE	437	1,136	1,100	(36)		(36)	103.3%
4059 OTHER PROF FEES	0	0	250	250		250	0.0%
<b>CEMETERY :- Indirect Expenditure</b>	<b>3,641</b>	<b>34,038</b>	<b>61,012</b>	<b>26,974</b>	<b>0</b>	<b>26,974</b>	<b>55.8%</b>
<b>Net Income over Expenditure</b>	<b>(1,449)</b>	<b>(13,796)</b>	<b>(35,012)</b>	<b>(21,216)</b>			
<b>501 PLANNING</b>							
4001 STAFF PAY/OP COSTS	682	4,583	8,548	3,965		3,965	53.6%
<b>PLANNING :- Indirect Expenditure</b>	<b>682</b>	<b>4,583</b>	<b>8,548</b>	<b>3,965</b>	<b>0</b>	<b>3,965</b>	<b>53.6%</b>
<b>Net Expenditure</b>	<b>(682)</b>	<b>(4,583)</b>	<b>(8,548)</b>	<b>(3,965)</b>			
<b>912 EMR FINANCE - CAPITAL</b>							
9125 EMR NEIGHBOURHOOD PLAN	0	1,395	0	(1,395)		(1,395)	0.0%
<b>EMR FINANCE - CAPITAL :- Indirect Expenditure</b>	<b>0</b>	<b>1,395</b>	<b>0</b>	<b>(1,395)</b>	<b>0</b>	<b>(1,395)</b>	
<b>Net Expenditure</b>	<b>0</b>	<b>(1,395)</b>	<b>0</b>	<b>1,395</b>			
6000 plus Transfer from EMR	0	1,345					
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(50)</b>					
<b>940 EMR VH CAPITAL</b>							
4036 PROPERTY MAINTENANCE	0	440	0	(440)		(440)	0.0%
<b>EMR VH CAPITAL :- Indirect Expenditure</b>	<b>0</b>	<b>440</b>	<b>0</b>	<b>(440)</b>	<b>0</b>	<b>(440)</b>	
<b>Net Expenditure</b>	<b>0</b>	<b>(440)</b>	<b>0</b>	<b>440</b>			

## Detailed Income &amp; Expenditure by Budget Heading 24/01/2020

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	50,615	666,592	451,794	(214,798)			147.5%
Expenditure	46,759	287,353	426,794	139,441	0	139,441	67.3%
<b>Net Income over Expenditure</b>	<u>3,856</u>	<u>379,239</u>	<u>25,000</u>	<u>(354,239)</u>			
plus Transfer from EMR	20,725	55,841					
less Transfer to EMR	50,788	227,590					
<b>Movement to/(from) Gen Reserve</b>	<u>(26,206)</u>	<u>207,490</u>					



## CRANLEIGH PARISH COUNCIL

### Budget Report 27 January 2020 Direct Debits

Frequency	Payee	Description
Annual	IOG - Institute of Groundsman	Subscription
Annual	Int'l Commissioner Office	Data Protection registration
Annual	Wey & Arun Canal Trust	Subscription
Monthly	WBC	Building Rates
Monthly variable	CMC	Office Cleaning
Monthly variable	Total Gas and Power	Electricity
Monthly variable	Total Gas and Power	Gas
Monthly variable	5Rings	Telephone and broadband
Monthly variable	EE	Mobile telephones
Monthly variable	Castle Water	Water supply
Monthly variable	Initial Washrooms	Sanitary services
Monthly variable	British Gas	Electricity
Monthly variable	EDF	Electricity
Variable	Screwfix	Misc Expense
Variable	Chipstead of Cranleigh	Fuel
Variable	Butler Fuels (Certas Energy UK)	Fuel
Variable	Telepay	Salaries
Variable	SSE	Snoxhall street lighting electricity

**Approved by the Finance Committee on xxx**