



**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

PURSUANT TO THE REQUIREMENTS OF THE BELOW STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF FULL COUNCIL IS TO BE HELD ON A HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON MONDAY 29 JULY 2024 COMMENCING AT 7:00PM FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA SET OUT BELOW.

From 1 May 2021 The Local Government and Elections (Wales) Act 2021 makes provision for meetings to take place through a variety of arrangements, including multi-location meetings where all individuals are attending virtually and hybrid meetings where a number of individuals are attending in person at a designated location and others are attending virtually from a range of other locations. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents

This is a public meeting and any resident of Barry may attend in person or remotely; for remote access details, please contact info@barrytowncouncil.gov.uk

Yours faithfully

Emily Forbes
Chief Officer

*The Council welcomes correspondence in English or Welsh
Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg neu'n Saesneg*

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AGENDA

- 13. To receive Budget Monitoring Report to 30 June 2024
(Pages 2110 - 2113)**

(If Councillors have any queries please contact the Deputy Chief Officer prior to the meeting)

Distribution

The Mayor (Councillor Catherine Iannucci-Williams) plus all other Town Councillors (22)

Others (Barry & District News, Barry Police, Glamorgan Star and Barry Library) (4)

This document is available in large print and other formats upon request/Cewch y ddogfen hon mewn pring bras a ffor matiau eraill drwy holi.

FULL COUNCIL	25 JULY 2024	AGENDA ITEM: 13
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BUDGET MONITORING REPORT 30 JUNE 2024

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Budget Monitoring Report June 2024 (2 pages)
B. Projected Reserves at 31 March 2025 (1 page)

Purpose of Report

To inform members about the Council's income and expenditure in the 2024/25 financial year as at the end of June 2024.

Background Information

On the following pages is the budget monitoring report June 2024, indicating actual income and expenditure up to the end of month two in the 2024/25 financial year.

In addition, the projected out turn for the current financial year is provided highlighting anticipated overspends and under-spends on various budget headings currently projecting a net **underspend of £2,786** that will result in a net amount of £186,351 being transferred from reserves rather than an amount of £189,137 in the budget for 2024/25.

Recommendation

Members are requested to receive the budget monitoring report for June 2024, indicating actual income and expenditure up to the end of month three in the 2024/25 financial year, **noting the projected underspend of £2,786** for 2024/25 that will result in a net amount of £186,351 being transferred from reserves.

Budget Monitoring Report June 2024

Description	Item No.	Gross Expenditure						
		Budget	Expenditure	Committed	Balance	Budget	Year End	Projected
		12 Months	3 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Salaries	1	1,032,350	234,105	782,104	16,141	1,032,350	1,016,209	16,141
Pension Added Years Costs	2	10,885	0	10,885	0	10,885	10,885	0
Personal Hygiene Facilities	3	2,098	497	1,601	0	2,098	2,098	0
Personal Protective Equipment / Clothing	3	4,600	449	4,151	0	4,600	4,600	0
Cleaning Products	3	3,600	430	3,170	0	3,600	3,600	0
Officers Travel and Subsistence	4	2,550	124	2,426	0	2,550	2,550	0
Rates	5	9,458	2,717	6,349	392	9,458	9,066	392
Water	6	3,082	0	3,082	0	3,082	3,082	0
Rent	7	36,256	15,938	20,318	0	36,256	36,256	0
Electricity	8	15,203	3,745	11,458	0	15,203	15,203	0
Gas	9	2,269	446	1,823	0	2,269	2,269	0
Telephone / Alarm Line	10	4,651	1,009	4,387	-745	4,651	5,396	-745
Postage	11	2,000	635	1,365	0	2,000	2,000	0
Printing and Stationery	12	2,500	708	1,792	0	2,500	2,500	0
Insurance	13	7,050	7,104	0	-54	7,050	7,104	-54
Photocopier Costs	14	2,625	501	2,124	0	2,625	2,625	0
Property Maintenance and Improvements	15	47,650	6,833	40,817	0	47,650	47,650	0
Equipment	16	16,927	2,892	14,035	0	16,927	16,927	0
Equipment Maintenance	17	15,750	2,644	13,690	-584	15,750	16,334	-584
Bank Charges	18	1,010	188	822	0	1,010	1,010	0
Audit Fees - Internal	19	1,735	0	1,735	0	1,735	1,735	0
Legal Fees	20	6,000	600	5,400	0	6,000	6,000	0
Audit Fees - External	21	530	0	530	0	530	530	0
Professional Fees	22	6,000	3,106	7,376	-4,482	6,000	10,482	-4,482
General Salaries Contingency	23	40,000	12,717	30,000	-2,717	40,000	42,717	-2,717
Health and Safety	24	5,775	1,206	4,569	0	5,775	5,775	0
Internet Broadband	25	5,978	1,528	4,694	-244	5,978	6,222	-244
BACAS Burials System Annual Maintenance	29	2,970	0	2,970	0	2,970	2,970	0
Microshade Citrix	30	12,030	3,926	8,104	0	12,030	12,030	0
Welsh Translation Service	31	4,000	712	3,288	0	4,000	4,000	0
HR Costs (My HR Tool Kit Online Portal)	32	0	0	1,388	-1,388	0	1,388	-1,388
Horticulture	8	800	0	800	0	800	800	0
Vehicle Maintenance	11	3,234	0	3,234	0	3,234	3,234	0
Haulage and Fuel	12	10,595	955	9,640	0	10,595	10,595	0
Vehicle Tax and Insurance	13	710	258	452	0	710	710	0
Philadelphia Cemetery	14	500	0	500	0	500	500	0
Interest on PWLB Loan	15	365	0	365	0	365	365	0
Capital Repayment on PWLB Loan	16	10,464	0	10,464	0	10,464	10,464	0
Treework Maintenance	17	7,156	0	7,156	0	7,156	7,156	0
Cemetery Roads Maintenance	19	3,780	1,240	2,540	0	3,780	3,780	0
Memorial Safety Advertising	20	500	0	500	0	500	500	0
Cemetery Subscriptions	21	722	520	202	0	722	722	0
Memorial Inspection Maintenance	1	10,000	825	9,175	0	10,000	10,000	0
Cemetery Approach Gardens Property Maintenance	26	5,000	168	4,832	0	5,000	5,000	0
Bees at Cemetery	27	500	0	500	0	500	500	0
New Play Equipment	11	1,600	0	1,600	0	1,600	1,600	0
Online Charges re Website Bookings	13	480	48	432	0	480	480	0
Community Groups Use of CACC (FOC)	1	1,800	209	1,591	0	1,800	1,800	0
Other Professional Fees (PPL/PRS)	15	0	0	0	0	0	0	0
Civic Hospitality - Remembrance Sunday	1	5,000	0	5,000	0	5,000	5,000	0
Civic Hospitality - Civic Service	1	2,000	0	2,000	0	2,000	2,000	0
Civic Hospitality - Annual Meeting	1	650	487	0	163	650	487	163
Civic Hospitality - Bryan Foley Award	1	400	0	400	0	400	400	0
Civic Hospitality - Christmas Candle Service	1	50	0	50	0	50	50	0
Civic Hospitality - Freedom of Town	1	500	0	500	0	500	500	0
Mayor's Hospitality	2	500	0	500	0	500	500	0
Mayor's Medallions and Plaques	3	2,750	0	2,750	0	2,750	2,750	0
Civic Regalia - Repairs and Servicing	3	2,000	1,491	509	0	2,000	2,000	0
Mayor's Allowance inc. On Cost	5	1,619	1,603	0	16	1,619	1,603	16
Deputy Mayor's Allowance inc. On Cost	5	500	500	0	0	500	500	0
Mayor's Travel	6	4,000	0	500	3,500	4,000	500	3,500
Mayor's Donations	7	500	23	477	0	500	500	0
Mayor's Advertising	8	260	52	208	0	260	260	0
Civic Gifts	9	250	0	250	0	250	250	0
Corporate Events - Christmas Lights	3	20,000	0	20,000	0	20,000	20,000	0
Corporate Events - Christmas Events	3	10,000	0	10,000	0	10,000	10,000	0
Corporate Events - Christmas Charity Event	3	2,000	0	2,000	0	2,000	2,000	0
Corporate Events - Community Events	3	20,000	5,932	14,068	0	20,000	20,000	0
Corporate Events - Community Event Attendance	3	1,000	0	1,000	0	1,000	1,000	0
Corporate Events - Staff Sustenance	3	500	30	471	0	500	500	0
Corporate Events - Equipment and Storage	3	4,000	0	4,000	0	4,000	4,000	0
Corporate Marketing and Communications	3	5,000	305	4,695	0	5,000	5,000	0
Website Costs	3	2,000	300	1,700	0	2,000	2,000	0
Corporate Projects - Town Center Planters	4	8,000	0	8,000	0	8,000	8,000	0
Corporate Projects - Barry Youth Action	5	3,000	50	2,950	0	3,000	3,000	0
Corporate Projects - Dementia Friendly Project	7	3,000	0	3,000	0	3,000	3,000	0
Corporate Projects - Shop Local Campaign	8	10,000	0	10,000	0	10,000	10,000	0
Corporate Projects - Globally Responsible Barry	10	11,000	1,399	9,601	0	11,000	11,000	0
Corporate Projects - Arts, Culture and Entertainment	11	100,000	34,867	65,133	0	100,000	100,000	0
Community Grants - Green Grants	13	4,000	0	4,000	0	4,000	4,000	0
Community Grants - Christmas Meals	14	3,000	0	3,000	0	3,000	3,000	0
Community Grants - Voluntary Organisations	15	15,000	4,745	10,255	0	15,000	15,000	0
Community Grants - Small Business Grants	16	3,000	865	2,135	0	3,000	3,000	0
Community Grants - Books for Schools	17	10,000	0	10,000	0	10,000	10,000	0
Community Grants - Arts, Culture and Entertainment	19	20,000	10,278	9,722	0	20,000	20,000	0
Cemetery Roads Improvement	4	22,500	22,500	0	0	22,500	22,500	0
Subscriptions		10,925	10,373	552	0	10,925	10,925	0
Councillor Training		4,000	0	4,000	0	4,000	4,000	0
Staff Training		20,000	5,302	14,698	0	20,000	20,000	0
Councillor Allowances		2,000	416	1,584	0	2,000	2,000	0
Councillor Tablets		760	0	760	0	760	760	0
Councillor Emails		435	460	0	-25	435	460	-25
Staff Wellbeing Fund		500	0	500	0	500	500	0
Long Service Award		1,000	0	1,000	0	1,000	1,000	0
Cemetery Benches	5	2,000	0	2,000	0	2,000	2,000	0
Covid-19 Expenditure	1	0	0	0	0	0	0	0
Miscellaneous	6	0	0	0	0	0	0	0
Total Expenditure		1,705,337	410,960	1,284,404	9,974	1,705,337	1,695,363	9,974

Budget Monitoring Report June 2024

Gross Income								
Description	Item No.	Budget	Income	Income	Balance	Budget	Year End	Projected
		12 Months	3 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Bank Interest	1	20,000	3,486	0	-16,514	20,000	20,000	0
Interment Fees	1	84,521	17,635	0	-66,886	84,521	81,026	-3,495
Exclusive Right of Burials	2	33,296	5,496	0	-27,800	33,296	30,468	-2,828
Memorial Fees	3	28,947	5,969	0	-22,978	28,947	27,679	-1,268
Transfer of Exclusive Right of Burials	4	1,181	660	0	-521	1,181	1,546	365
Hire of Chapel	5	462	154	0	-308	462	501	39
War Graves	6	78	0	0	-78	78	78	0
Cemetery Lodge Rent	7	6,178	1,056	0	-5,122	6,178	6,178	0
Other Miscellaneous Income	8	2,000	0	0	-2,000	2,000	2,000	0
Cemetery Improvement Fee	9	3,024	882	0	-2,142	3,024	3,024	0
Grants Receivable	10	0	0	0	0	0	0	0
Other Miscellaneous Income	2	0	0	0	0	0	0	0
Assets Disposal Proceeds	11	0	0	0	0	0	0	0
Porthkerry Agreement	3	15,501	0	0	-15,501	15,501	15,501	0
Lettings	1	24,000	8,282	0	-15,718	24,000	24,000	0
Total Income		219,188	43,620	0	-175,568	219,188	212,000	-7,188
Net Expenditure								
Description	Item No.	Budget	Expenditure	Expenditure	Balance	Budget	Year End	Projected
		12 Months	3 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Total Net Expenditure		1,486,149	367,340	1,284,404	-165,594	1,486,149	1,483,363	2,786
Transfer to / (from) reserves		(189,137)				(189,137)	(186,351)	
Amount to be met from Precept		1,297,012				1,297,012	1,297,012	
Our net budget for the year is £1,486,149 with actual expenditure for the 3 months to 30 June 2024 of £367,340 and committed expenditure of £1,284,404 noting that a amount of £189,137 will be drawn down from reserves.								
Our projected out-turn for the year produces an underspend of £2,786 (£9,974 less expenditure with £7,188 less income). This will result in a net amount of £186,351 being transferred from reserves rather than transferring £189,137 from reserves.								

Budget Monitoring Report June 2024

Description of Reserves	Balance at 01.04.24	Contribution to reserve	Contribution from reserve	Balance at 31.03.25
Cemetery Improvement Reserve	8,360	3,024	-	11,384
Acquisition Reserve	320,566	-	-	320,566
Plant and Machinery Reserve	1,100	-	-	1,100
Election Reserve	-	12,810	-	12,810
Place Plan Reserve	3,000	-	(3,000)	-
Cemetery Roads Reserve	2,500	-	(2,000)	500
Staff Training Reserve	6,000	-	(6,000)	-
General Reserve	534,911	-	(191,185)	343,726
Total	876,437	15,834	(202,185)	690,086