

FELMERSHAM & RADWELL PARISH COUNCIL

ANNUAL FINANCIAL STATEMENT 2020/2021

EXPLANATION OF VARIANCES FROM 2019/2020 VALUES

BOX 3 - INCREASE IN OTHER RECEIPTS FROM £2,141 TO £7,751 (+£5,610)

The year-on-year variation is identified in the analysis below:

Description of Income	2019/2020 £	2020/2021 £	Variance £
Grants Received	£1,500.00	£6,805.00	+£5,305.00
Investment Income	£16.88	£3.41	-£13.47
Burial Income	-	£318.00	+£318.00
Grasscutting Contribution	£624.15	£624.15	0
TOTAL	£2,141.03	£7,750.56	-£5,609.53

The year-on-year increase of **£5,609.53** in "Other Receipts" is attributable to:

- (a) Grants received in 2019/2020 in the sum of £1,500.00 compared to the sum of £6,805.00 in 2020/2021 – an increase of **£5,305.00**. The grant received in 2019/2020 was from the Bedford Borough Council Ward Fund and it provided a contribution to the cost of a new Morelock Radar Speed Sign. The grants received in 2020/2021 were (i) £2,000 from the Bedford Borough Council Ward Fund as a contribution to the cost of a further new Morelock Radar Speed Sign and (ii) £4,805.00 from Groundwork UK towards the costs incurred in developing a Neighbourhood Development Plan for the Parish area;
- (b) Receipt of **£318.00** in 2020/2021 for a burial fee (a very occasional source of income); and
- (c) A decrease in interest receipts of **£13.47** in 2020/2021 compared to 2019/2020.

BOX 4 - INCREASE IN STAFF COSTS FROM £5,771 TO £5,900 (+£129)

The increase in actual "Staff Costs" from £5,770.92 to £5,899.53 derives from:

- (a) The impact of the nationally negotiated pay award from 1 April 2020 – at an estimated cost (based upon the 312 hours per annum contract of employment, or 6 hours per week) of **£155.16** in 2020/2021. The hourly rate appertaining to the post increased from £18.0811 to £18.5785 as a consequence of this pay award;
- (b) A decrease in mileage costs claimed in 2020/2021 compared to claims submitted in 2019/2020 of **£26.55**. The actual value of mileage claimed in 2020/2021 totalled £103.05 compared to claims totalling £129.60 in 2019/2020.

BOX 6 - INCREASE IN ALL OTHER PAYMENTS FROM £11,838 TO £17,265 (+£5,427)

The year-on-year variation is identified in the analysis below:

Description of Expenditure	2019/2020 £	2020/2021 £	Variance £
Grasscutting Costs	£3,932.88	£3,371.04	-£561.84
Streetlighting Costs	£558.86	£567.69	+£8.83
Play Area	£107.00	£107.00	0
Neighbourhood Planning Costs	£270.00	£5043.40	+£4,773.40
Professional Fees	£300.00	£328.00	+£28.00
Office Expenses	£402.81	£486.18	+£83.37
Insurance	£1,382.81	£1,440.69	+£57.88
Village Hall Hire	£50.00	0	-£50.00
Subscriptions (BTAPC, SLCC, Data Protection)	£304.00	£316.00	+£12.00
Parish Assets: New Radar Speed Signs	£2,929.00	£2,929.00	0
Other Costs	£1,600.55	£2,676.19	+£1,075.64
TOTAL	£11,837.91	£17,265.19	+£5,427.28

The key year-on-year variances were as follows:

- (a) A decrease in grasscutting costs of **£561.84** in 2020/2021 compared to 2019/2020 due to the reduced need for the grasscutting service during the year due to the weather conditions;
- (b) The cost of consultancy resource and printing costs associated with the development of a Neighbourhood Plan for the Parish totalled **£5043.40** in 2020/2021 compared to the reduced sum of **£270.00** in 2019/2020. The Parish Council secured a grant of £4,805.00 from Groundworks UK as a contribution towards the cost of preparations for the statutory 6 week “pre-submission consultation” in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations. The grant is identified in Box 3 above, and this enabled the following consultancy appointments to be made:
 - (i) the appointment of PJB Town Planning to provide essential planning consultant support in respect of the Felmersham and Radwell Neighbourhood Development Plan (NDP) at a total cost of **£3,300.00** (excluding Value Added Tax);
 - (ii) the appointment of Bedfordshire Rural Communities Charity to provide the printing, distribution and collation service in respect of the statutory 6-week pre-submission consultation at a total cost of **£1,613.40** (excluding Value Added Tax).

The balance of costs incurred in 2020/2021 was for the preparation of a Policies Map for inclusion in the NDP by Bedfordshire and Luton Biodiversity Recording and Monitoring Centre, at a cost of **£130.00** (excluding Value Added Tax).

- (c) The saving in hall hire costs during 2020/2021 was as a consequence of holding Parish Council meetings remotely due to COVID-19.
- (d) The increase in “Other Costs” in the table above, in the sum of **£1,075.64**, is largely attributable to the expenditure incurred on groundworks for a tree planting area in the Parish undertaken by E. Pell & Son in the sum of £1,100 (excluding Value Added Tax).

BOX 9 - INCREASE IN VALUE OF FIXED ASSETS (+£2,414)

The increase in the value of fixed assets in 2020/2021 compared to 2019/2020 reflects the investment in 2020/2021 of an additional Morelock radar speed sign at an acquisition value of £2,929.00, offset by the disposal of obsolete office equipment with an original value of £514.95. These assets are identified in the attached Asset Register.

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ASSET REGISTER 2021

Asset Register 2020 - as at 31 March 2020 the following assets were held:

Item	Date Acquired	Location Held	Approximate Value £
Standard Lamp Post x8	Pre 1 April 2014	Village	]
Decorative Street Light Post x2	Pre 1 April 2014	Village	]
Notice Boards x2	Pre 1 April 2014	Village	]
Seats x 4	Pre 1 April 2014	Village	]
Brick Bus Shelter	Pre 1 April 2014	Village	]
Bus Shelters x3	Pre 1 April 2014	Village	]
Benches x2	Pre 1 April 2014	Village	53,880]
Phoenix Seats x4	Pre 1 April 2014	Village	]
Flag Pole	Pre 1 April 2014	Village	]
Litter and Dog Bins x8	Pre 1 April 2014	Village	]
Village Entrance Gates	Pre 1 April 2014	Village	]
Parish Burial Ground	Pre 1 April 2014	Village	]
Play Area	Pre 1 April 2014	Village	]
War Memorial	Pre 1 April 2014	Village	]
Provision of Tree Pit	October 2015	Village	700.00
100m low voltage white lights	November 2015	Village	459.00
100m low voltage-coloured lights	November 2015	Village	305.00
Bonito Storage Cabinet (Black)	July 2016	Clerk's Address	57.46
HP Notebook AY023NA	April 2017	Clerk's Address	399.17
Epson XP-342 Printer	April 2017	Clerk's Address	58.32
Defibrillator AED Unit/Cabinet	July 2017	Village	0
Information Sign	February 2018	Village	70.08
Streetlighting Units - LED Upgrade	March 2019	Village	2,720.00
Union Flag		Village	87.50
Radar Speed Sign		Village	2929.00
Huawei 7" Media Tablet		Chair's Address	59.99
TOTAL VALUE AT 31 MARCH 2020			61,725.52

Amendments made during 2020/2021:

Acquisitions	Location	Make/Serial Number	Purchase Cost £
Radar Speed Sign	Village: Installed March 2021	Morelock 5-04390/20SM0057	2,929.00
TOTAL VALUE			2,929.00

Disposals (at original cost value)	Date of Sale/Scrap	Sales Value £
Sales	-	-
Other Disposals (e.g. Scrapped)		-
HP Notebook AY023NA	November 2020	399.17
Epson XP-342 Printer	November 2020	58.32
Bonito Storage Cabinet (Black)	November 2020	57.46
TOTAL VALUE		514.95
TOTAL VALUE AS AT 31 MARCH 2021		64,139.57

The basis of valuation of assets is original cost.