

Mayfield Parish Council - 2023 - 2024

25th Feb 2024

Virement and Earmark table for end of year.

General Administration	Budget 2023-2024	Actual spend to date 24.02.2024	Forecast to 31.03.2024	Total spend	Difference between Budget and Total spend	Amount to Virement to different cost centre for 2024-2025	Name of Virement Fund cost centre	Amount to be Earmark to 2024- 2025	Notes
Clerk Salary - Council Admin - locum	£2,031.30	£2,031.30		£2,031.30	£0.00				
Clerk Salary - Council Admin - new Clerk 1st sept	£2,733.64	£2,585.96	£451.23	£3,037.19	£303.55				hours increased from 6 to 6.5, NALC hourly rate increase
Clerk Salary NALC pay increase	£100.00	£80.00		£80.00	-£20.00				
Overtime Payments	£0.00	£0.00	£0.00	£0.00	£0.00				
Litter Picker Salary	£979.50	£1,441.48	£90.31	£1,531.79	£552.29				paid in this year for some of last year salary
Litter Picker supplies (gloves, bags, etc)	£56.00	£56.00		£56.00	£0.00				
Litter Picker - protective clothing	£75.00	£60.00		£60.00	-£15.00				
Employee Eye Test and Glasses	£45.00	£0.00		£0.00	-£45.00		35 Litter Picker Pension		
HMRC	£595.77	£595.97		£595.97	£0.20				
Home Working Allowance	£70.00	£40.00	£20.00	£60.00	-£10.00				did not pay one month and one month to pay
Councillors Expenses and Printing	£600.00	£83.76		£83.76	-£516.24			174	cost of postage unknown for weekly email envelope and agendas -new item to expenses policy
Stationary for Council Admin, including stamps	£82.80	£161.46		£161.46	£78.66				
Printer Ink	£20.93			£0.00	-£20.93				
EE pay as you go	£70.00	£60.00	£10.00	£70.00	£0.00				
Payroll - Libra	£131.00	£298.77		£298.77	£167.77				charged exit fee to end contract
Payroll - Bradley Ltd	£87.50		£90.00	£90.00	£2.50				
Shredding - confidential waste	£14.00	£0.00		£0.00	-£14.00				
Room Hire for Parish Council Meetings	£216.00	£262.00		£262.00	£46.00				extra meetings including committees and interviews room hire
Room Hire extraordinary meetings	£10.00			£0.00	-£10.00				
Room Hire for Committee Meetings	£60.00			£0.00	-£60.00				
Room Hire for Council Training	£48.00			£0.00	-£48.00				
Councillor Training	£650.00	£430.00		£430.00	-£220.00			220	Data Protection Training in May 2024
Clerk Training	£50.00	£0.00		£0.00	-£50.00				need to offer this
Statutory Requirements				£0.00	£0.00				
Insurance	£433.05	£433.05		£433.05	£0.00				
Audit - External	£0.00			£0.00	£0.00				
Audit - Internal 1	£250.00	£250.00		£250.00	£0.00				
Audit - Internal 2	£170.00			£0.00	-£170.00				
Audit - internal - 2023/2024	£151.10	£428.86		£428.86	£277.76				
Information Commission Office - Data (ICO)	£35.00	£35.00		£35.00	£0.00				
Data Protection Guidance SCC	£345.00	£255.00		£255.00	-£90.00		90 Bradleys Pension Adm		
Website hosting	£503.88	£524.86	£41.99	£566.85	£62.97				
Website domain name	£41.99	£43.20		£43.20	£1.21				
Website Accessibility	£300.00	£300.00		£300.00	£0.00				
Website Development	£90.00	£150.00		£150.00	£60.00				website needed updates by webmaster in order to comply
Parish Annual Community Meeting	£0.00			£0.00	£0.00				
Elections	£3,000.00	£0.00	£3,000.00	£3,000.00	£0.00				this invoice is estimated
				£0.00	£0.00				
Subscriptions				£0.00	£0.00				
Staffordshire Parish Council Administration (SPCA)	£313.80	£313.80		£313.80	£0.00				
Society of Local Clerks (SLCC)	£166.00	£112.00		£112.00	-£54.00				
support staffordshire	£25.00			£0.00	-£25.00				
Virus software	£18.99	£47.31		£47.31	£28.32				
gdrive annual subscription	£24.99			£0.00	-£24.99				
				£0.00	£0.00				
Community Grants	£2,000.00	£700.00		£700.00	-£1,300.00	800	Clerk Salary	500	Well Dressing
				£0.00	£0.00				
Asset Maintenance	£354.99	£31.66		£31.66	-£323.33			323.33	Filing Cabinet
				£0.00	£0.00				
Maintenance/Groundworks				£0.00	£0.00				
Grass Cutting -	£0.00			£0.00	£0.00				
Hedge Cutting and Strimming	£260.00			£0.00	-£260.00	260	Clerk Salary		
Lengthsman projects	£500.00	£260.00		£260.00	-£240.00				
Lengthsman contract	£300.00			£0.00	-£300.00	300	Clerk Salary		
Footpath stile repairs	£0.00			£0.00	£0.00				
Memorial border	£0.00		£220.00	£220.00	£220.00				
Poppy Wreath	£50.00	£50.00		£50.00	£0.00				
				£0.00	£0.00				
Parish Projects				£0.00	£0.00				
Village Gateway signs	£2,324.95	£1,937.46		£1,937.46	-£387.49				
Speed Indicator sign	£0.00			£0.00	£0.00				
Speed Indicator Sign installation	£1,600.00	£1,600.00		£1,600.00	£0.00				
Jack Mansfield Tree and license	£300.00	£0.00		£0.00	-£300.00				
Crocus Bulbs - junction of Hermitage Lane	£0.00			£0.00	£0.00				
Village Entrance flower box	£0.00			£0.00	£0.00				
Christmas Trees x 2, Lights, Tree holders	£0.00			£0.00	£0.00				
				£0.00	£0.00				
	£22,285.18			£19,582.43	-£2,702.75	£1,485.00		£1,217.33	

NB Council received £70 from Lloyds and donated £70 to Scouts