



Report To: Spalding Town Forum

Date: 8 October 2024

Subject: Spalding Special Expenses and Quarter 1 Forecast 2024-25

Purpose: To consider the Spalding Special Expenses Quarter 1 forecast outturn for 2024-25

Key Decision: N/A

Portfolio Holder: Councillor Redgate – Portfolio Holder for Finance

Report Of: Christine Marshall – Deputy Chief Executive Corporate s151

Report Author: Lizzie McGrath, Strategic Finance Manager

Ward(s) Affected: Spalding Town Forum

Exempt Report: No

Summary

This report is presented to the Spalding Town Forum to provide detail of the forecast outturn against budget for 2024/25.

Recommendations

That Spalding Town Forum Members note the forecast for 2024/25.

Reasons for Recommendations

To ensure the Spalding Special Expenses forecast financial position for 2024/25 is considered. It is important that the Spalding Town Forum are aware of the financial position to ensure that they can make informed decisions that are affordable and financially sustainable.

Other Options Considered

Do nothing.

1. Background

- 1.1 The budget of £246,350 for 2024/25 was approved by Full Council on 29 February 2024. The forecast outturn for the year as at 30 June 2024 (Quarter One) is £212,950 as detailed in section 3 of this report.

2. Report

- 2.1 For 2024/25, the commentary on the following pages highlights the variations in actual and forecasted spend from the original budget. Spend is forecast to be £33,400 less than budget, any savings realised at year end will be transferred to the earmarked Spalding Special Account reserve.

2.2 Employees

The employee related costs include salaries, NI and pension costs, and takes account of incremental pay progression and national pay awards. This category also includes agency staff costs. At Quarter 1, employee costs are forecast in line with budget.

2.3 Income

This category includes rents, hire fees and other fees and charges. Quarter 1 includes a small overachievement of £950 due to rental income for Allotments and Halley Stewart.

2.4 Premises

Premises costs includes building maintenance and repairs, utilities, insurance and grounds maintenances. Overall premises costs are forecast to be £32,250 under budget at Quarter 1 due to savings anticipated from the Halley Stewart lease agreement with Spalding United Football Club.

2.5 Supplies and Services

This category includes furniture and equipment, materials and consumables, professional and contractors fees and licence fees. A small saving of £200 on licences is forecast linked to the Halley Stewart lease agreement.

2.6 Transport

This category covers transport running costs, including fuel and tyres costs. At Quarter 1, transport costs are forecast to budget.

2.7 Support Services

Support Services are recharge costs for support provided by Finance, Democratic Services and Asset Management. Full year expenditure is expected to be in line with budget.

2.8 Transfer Payments

This category contains the cost of grants and contributions paid to outside bodies. These costs are expected to be in line with budget.

3. Spalding Special Expenses 2024-25 Quarter 1 Forecast

Cost Centre Name	Subjective Analysis	Revised Budget 2024/25	Actual spent at 30 June 2024	Forecast Outturn 2024/25	Forecast Outturn Variance	Comments
Allotments	Employees	£330	£83	£330	£0	Full year income is received in month one as invoices are sent in April. Forecast aligned with actual rental income.
	Income	(£4,400)	(£5,241)	(£5,200)	(£800)	
	Premises	£6,800	£1,008	£6,800	£0	
	Supplies & Services	£2,500	£0	£2,500	£0	
	Support services	£1,500	£375	£1,500	£0	
Allotments Total		£6,730	(£3,775)	£5,930	(£800)	
Ayscoughfee Leisure	Employees	£10,600	£812	£10,600	£0	£6k rental income received for year. Forecast assumes other hire fee income to be achieved, to be monitored throughout year. Actuals to date relate to an accrual which will be reversed, expenditure budget forecast to be spent in full.
	Income	(£7,000)	(£6,000)	(£7,000)	£0	
	Premises	£10,000	(£2,855)	£10,000	£0	
	Supplies & Services	£7,200	£1,934	£7,200	£0	
	Support services	£1,500	£375	£1,500	£0	
Ayscoughfee Leisure Total		22,300	(5,734)	22,300	0	
Cemeteries	Employees	£46,240	£11,560	£46,240	£0	Council's capital scheme for improvements at Spalding Cemetery. Funding for capital works. £25k reserve funding from Spalding Special, £7k funding from Council's Invest & Growth reserve.
	Income	(£40,000)	(£10,951)	(£40,000)	£0	
	Premises	£24,370	£3,557	£24,370	£0	
	Supplies & Services	£1,400	£0	£1,400	£0	
	Support Services	£2,800	£700	£2,800	£0	
	Transport	£200	£0	£200	£0	
	Capital Programme	£32,000	£0	£32,000	£0	
	Transfers from Reserves	(£32,000)	£0	(£32,000)	£0	
Cemeteries Total		£35,010	£4,866	£35,010	£0	

Christmas Decorations	Premises	£3,300	£992	£3,300	£0	
	Supplies & Services	£7,600	£0	£7,600	£0	
Christmas Decorations Total		£10,900	£992	£10,900	£0	
Halley Stewart	Employees	£800	£200	£800	£0	<p>Spalding United FC lease commenced in July. Q1 forecast includes hire income July-March overachieving against original budget.</p> <p>Q1 forecast captures anticipated savings from new lease signed July 2024. Most savings to be achieved on ground and building maintenance and utilities budgets.</p>
	Income	(£6,900)	(£1,449)	(£7,800)	(£900)	
	Premises	£49,450	£8,721	£17,200	(£32,250)	
	Supplies & Services	£500	£0	£300	(£200)	
	Support Services	£2,500	£625	£2,500	£0	
Halley Stewart Total		£46,350	£8,097	£13,000	(£33,350)	
Monkhouse Lane	Employees	£230	£58	£230	£0	<p>No hire fee income received in Q1, forecast reduced to align with 2023/24 income.</p>
	Income	(£1,500)	£0	(£750)	£750	
	Premises	£30,630	£6,614	£30,630	£0	
	Supplies & Services	£200	£0	£200	£0	
	Support Services	£2,500	£625	£2,500	£0	
Monkhouse Lane Total		£32,060	£7,296	£32,810	£750	
Spalding Special Contributions	Employees	£12,500	£3,125	£12,500	£0	
	Supplies & Services	£25,200	£0	£25,200	£0	
	Transfer Payments	£9,300	£0	£9,300	£0	
Spalding Special Contributions Total		£47,000	£3,125	£47,000	£0	
Spalding Special Recreation	Premises	£44,900	£11,225	£44,900	£0	
	Supplies & Services	£300	£0	£300	£0	
	Transfer Payments	£800	£0	£800	£0	
Spalding Special Recreation Total		£46,000	£11,225	£46,000	£0	
Grand Total		£246,350	£26,092	£212,950	(£33,400)	

4. Forecast Reserve Position

4.1. Any savings realised at year end will be transferred to the earmarked Spalding Special Account reserve. The table below shows the estimated closing balance with the Quarter 1 forecast underspend.

Spalding Special Reserve:	
01.04.2024 Balance	(138,187)
Use of reserve - Capital	25,000
Use of reserve - Revenue	0
Forecast contribution to SSE Reserve	(33,400)
Estimated 2024/25 Closing Balance	(146,587)

4.2. Use of reserves is to be approved by Cabinet. Reserves are intended to cushion the impact of unexpected events or emergencies, or to finance one-off investment. Reserves are only replenished by contributions made from revenue budget and therefore use of reserves should be carefully planned.

Implications:

South and East Lincolnshire Councils Partnership

None

Corporate Priorities

None

Staffing

None

Workforce Capacity Implications

None

Constitutional and Legal Implications

None

Data Protection

None

Financial

As contained in body of report.

Risk Management

None

Stakeholder / Consultation / Timescales

None

Reputation

None

Contracts

None

Crime and Disorder

None

Equality and Diversity / Human Rights / Safeguarding

None

Health and Wellbeing

None

Climate Change and Environmental Implications

None

Acronyms

None

Appendices

None

Background Papers

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

Chronological History of this Report

A report on this item has not been previously considered by a Council bod.

Report Approval

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