



High Wycombe Town Committee Special Expenses Quarter 3 2022/23

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Introduction

Committee are asked to consider and note the Q3 forecast position for 2022/23 and the forecast impact on working balances at year end for High Wycombe Town Committee.

Special Expenses Q3 Forecast 2022/23

The net forecast outturn position for 2022/23 is £355k, a favourable variance of £73k against a total budget of £428k. The table below provides the detail at activity level.

Activity Area	Analysis	2022/23 Budget	YTD Actuals	FY Forecast	Variance
		£	£	£	£
Footway Lighting	Exp	1,800	556	1,000	-800
	Inc	0	0	0	0
	Net Exp	1,800	556	1,000	-800
Cemeteries	Exp	431,863	177,326	400,000	-31,863
	Inc	-229,184	-185,684	-240,000	-10,816
	Net Exp	202,679	-8,358	160,000	-42,679
Town Twinning	Exp	3,000	0	3,000	0
	Inc	0	0	0	0
	Net Exp	3,000	0	3,000	0
Community Grants	Exp	22,765	7,940	15,000	-7,765
	Inc	0	0	0	0
	Net Exp	22,765	7,940	15,000	-7,765
Recreation Grounds (Local)	Exp	148,971	76,243	125,000	-23,971
	Inc	0	-515	-515	-515
	Net Exp	148,971	75,728	124,485	-24,486
Allotments	Exp	45,429	31,102	45,429	0
	Inc	-60	0	-60	0
	Net Exp	45,369	31,102	45,369	0
War Memorial	Exp	3,000	5,305	5,305	2,305
	Inc	0	0	0	0
	Net Exp	3,000	5,305	5,305	2,305
TOTAL	Exp	656,828	298,472	594,734	-62,094
	Inc	-229,244	-186,199	-240,575	-11,331
	Net Exp	427,584	112,273	354,159	-73,425

Commentary on variances

Footway Lighting

Actuals to Q3 are £556 so it is not anticipated that the entire budget of £1,800 will be spent.

Cemetery

Some savings are being forecast in expenditure, primarily relating to General Repairs & Maintenance at Penn Road. This is because the facility is new so won't require much work in this first year.

Burials started at Penn Rd in August 2022. In addition to the increase in deaths as discussed previously, there have also been some non-residential burials which have contributed to the slight increase in forecast income.

Colleagues within the Council's Facilities Management have been requested to undertake a condition survey of the vacant property in High Wycombe Cemetery to establish a scope of works, with costings, to return the property to a rentable condition.

Community Grants

The following tables summarise the grants that have been approved and declined or are currently in the pipeline for this year.

The following grant applications have been approved this year:

Name	Quarter	Date	Amount
Lighthouse Cressex - provides a week-long summer holiday programme for children aged 4-11 including activities such as drama, craft, sport, action songs and discovery sessions exploring Christian themes. All children are welcome to attend, regardless of faith. There is no charge for attendance - costs are covered by funding, local church donations and parental voluntary contributions.	Q2	05/09/2022	£ 1,500.00
High Wycombe Shopmobility – funding to help with purchase of replacement scooter	Q3	08/12/2022	£ 1,500.00
Citizens Advice Bucks – funding contribution towards the Volunteer Recruitment Programme	Q3	09/12/2022	£ 1,175.00
Explore – funding contribution to help the charity with a project to help support young people with healthy relationships	Q3	30/12/2022	£ 1,000.00
Wycombe Arts Centre – to contribute to works connected with the Disabled Facilities Grant	Q4	31/01/2023	£ 1,500.00
Mama Bee Group – funding towards the Next Step Project	Q4	06/02/2023	£ 1,500.00
		Total	£ 8,175.00

The following grant applications were declined as the grant criteria was not met:

Name	Quarter	Date	Amount
Wycombe Food Hub - Annual Burns Night Supper	Q4	06/01/2023	£ 1,500.00
East Panoramic Walkway Signage	Q4	10/02/2023	£ 1,500.00
St Andrews Church - Redecorating Entrance and Lounge	Q4	23/02/2023	£ 850.00
Wycombe Mind - Facilities Improvement Project	Q4	23/02/2023	£ 4,750.00
		Total	£ 8,600.00

The following grant applications are currently in the pipeline and have not yet had a decision made:

Name	Quarter	Date	Amount
Wycombe Mind – funding to help with the Festival of Wellbeing 2023	Q4	n/a	£ 1,342.40
		Total	£ 1,342.40

War Memorial

The war memorial is cleaned every other year and as such although it appears as an overspend the budget was not spent last year, resulting it in being rolled forward for spend this financial year.

Impact on Working Balances

The forecast impact of 2022/23 activities are given in the table below:

	£	£
Balance at 1st April 2022		-540,726
Revenue Expenditure Forecast	354,159	
Precept	-395,712	
Interest	-16,222	
Movement in reserves		-57,775
Balance c/f 31st March 2023		-598,501

The forecast working balance as at 31st December 2022 is £599k which is higher than the recommended minimum level of £150k. Note that the year-end accounting for the council is not yet finalised, which includes these provisional figures. This amount is set aside as an earmarked reserve and therefore ring-fenced for HWTC.

Penn Road Cemetery

The fit out for the Penn Road Cemetery is in progress with the remaining CIL funding (c£96k) being used for set-up and fit out costs including signage, shoring, soil removal as well as the physical office fit out (furniture / fittings, H&S equipment, etc). This will be finished in 2022/23. A list of items purchased is shown in table below:

Item Description	Spent £	Planned Spend £	Total Spend	Comments
Shoring	13,771		13,771	
Furniture	12,513		12,513	
Soil Removal	8,950		8,950	
Fixtures & Fittings	2,295		2,295	Water cooler & cups, fire extinguishers, sanitary bins, initial deep clean / window clean, steel soil box
Exterior Signs & Notice boards	2,548		2,548	
Walkboards	501		501	
Water Features	640		640	
Sundries	1,607		1,607	Tools, stationery, cleaning equipment, fridge, microwave, kettle, signs, doorbell
Children's Garden		15,000		Awaiting final designs being prepared
Concrete Plinths		20,000		To support headstones as part of cemetery layout works; purchase orders have been raised
TOTALS	42,825	35,000	77,825	

The opening budget this year was £95,560. The Committee agreed to the spend on the concrete plinths and the total spend will be £77,285 leaving a balance of £18,275.

The Committee to note agreed and planned spend on the cemetery.

Should there be any further spend requirements in this regard the Committee will be advised accordingly.