

Godalming Joint Burial Committee  
Revised Estimates 2015/16 and Budget 2016/17

2015/16 Actual		2016/17 Budget £	2016/17 Revised Estimate £	2017/18 Budget £	Notes 4 - Budget preparation 2017/18
<b>Premises Related Expenditure</b>					
8,046	Repairs, alteration & maintenance of buildings	70,000	67,000	2,100	Nightingale Cemetery Chapel re-roofing in 2016/17; revert back to normal in 2017/18
197	Energy costs	500	500	500	No change since energy costs remain low
	0 Rents	0	0	0	
1,482	Rates	1,500	1,480	1,510	Revised = actual Add 2% for 2017/18
281	Water services	600	-500	600	One off refund of overpayment in 2016/17; No change for 2017/18
	0 Fixtures and fittings	200	200	200	No change
2,578	Cleaning & domestic supplies	2,700	2,875	2,895	Add 2% to weekly removal of waste
52,357	Grounds maintenance costs <sup>1</sup>	59,500	81,445	60,150	See memo below
4,320	Premises insurance	4,500	4,472	4,560	Revised = actual Add 2% for 2017/18
12,500	Contribution to premises-related provisions <sup>2</sup>	12,500	12,500	10,000	Reduce boundary reserve
<b>Transport Related Expenditure</b>					
204	Car allowances	500	500	500	No change
<b>Supplies &amp; Services</b>					
121	Equipment, furniture and materials	1,000	500	1,000	No change
	Printing, stationery & general office expenses	0	0	0	
9,985	Services	5,000	2,500	2,000	No major planned maintenance for 2017/18
400	Professional Fees	0	400	400	Min 50-15 agreed to annual review
25,750	Audit fees	27,000	27,000	27,270	Add 1% for payroll increases
193	Admin fees	210	210	210	No change
	0 Communications & computing	0	0	0	
390	computers	400	400	400	No change
975	website	1,000	1,000	1,000	No change
	publicity				
	Expenses				
20	Grants & Subscriptions	150	150	150	No change
1,000	Contributions to provisions	1,000	1,000	1,000	To be transferred to Letting fees reserves
745	Miscellaneous expenses	0	0	0	

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<b>Income</b>					
-211	Other grants etc	-210	0	0	No longer to receive War Memorial Commission
-56,373	Customer & client receipts <sup>3</sup>	-50,150	-60,370	-50,150	See memo below
-416	Interest	-340	-340	-340	No change
-64,572	Recharges <sup>4</sup>	-132,572	-143,072	-64,572	See memo below
<b>-28</b>	<b>Net Expenditure (to/from revenue reserve)</b>	<b>4,988</b>	<b>-150</b>	<b>1,383</b>	

**Memoranda**

**1. Grounds Maintenance**

	£			
Eashing Maintenance Contract	40,000	67,445	41,200	Creation of new ashes plots in 2016/17; Add 3% as contract due for renewal
Nightingale Maintenance Contract	15,000	12,500	15,450	Add 3% as contract due for renewal
Tree Maintenance	2,500	1,000	1,500	
Memorial Inspection	2,000	500	2,000	As previously agreed
	<b>59,500</b>	<b>81,445</b>	<b>60,150</b>	

**2. Contribution to premises-related provisions**

Nightingale Lodge Mtce Fund	1,000	1,000	1,000	
Eashing Lodge Mtce Fund	1,000	1,000	1,000	
Nightingale Cemetery Mtce Fund	1,000	1,000	1,000	
Eashing Cemetery Mtce Fund	1,000	1,000	1,000	
Drives	2,000	2,000	2,000	
Chapels	2,000	2,000	2,000	
Boundary Repairs	4,500	4,500	2,000	Reserve at sufficient levels
	<b>12,500</b>	<b>12,500</b>	<b>10,000</b>	

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<b>3. Customer &amp; client receipts</b>					
-11,190	Eashing Cemetery				
	Purchases	-6,000	-7,000	-6,000	Assume historic level of activity & no fee increase
-8,970	Interments	-8,000	-8,000	-8,000	ditto
-3,050	Memorials	-2,000	-1,200	-2,000	ditto
-5,140	Chapel Hire	-350	-280	-350	Assume chapel to be used 5 times
-26,800	Lodge Rent	-16,200	-16,200	-16,200	Assume no change of tenant
	Nightingale Cemetery				
	Purchases	0	-3,800	0	Treat all Nightingale income as windfall & pick up at revised estimate
	Interments	0	-1,170	0	ditto
	Memorials	0	-120	0	
	Chapel Rent	-5,000	-10,000	-5,000	Did not invoice in 2014/15 so invoice twice in 2016/17
	Lodge Rent	-12,600	-12,600	-12,600	Assume no change of tenant
-1,223	Miscellaneous Income	0	0	0	
-56,373		-50,150	-60,370	-50,150	
<b>4. Recharges - Allocation between Constituent Authorities</b>					
-61,521	Godalming Town Council	-61,521	-61,521	-61,589	2017/18 allocation between Godalming & Busbridge are provisional - TBC January 2017
-3,051	Busbridge Parish Council	-3,051	-3,051	-2,983	ditto
<b>Recharges - to Earmarked Reserves</b>					
	Memorial Inspection Fund				
	Eashing Cemetery Mtce Fund		-17,500		
	Nightingale Cemetery Mtce Fund	-68,000	-51,000		Transfer from reserves less than budgeted due to underspends
	Revenue Reserve (re New Garden of Remembrance)		-10,000		
-64,572		-132,572	-143,072	-64,572	

Band D equivalent number (Dec 2015)

Godalming	8,892.90	8,892.90	-61,589	Note post agreement of Budget to firm up allocation between parishes
Busbridge	430.7	430.7	-2,983	
	9323.6	9323.6	-64572	

-64572

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Statements of Variation

**Variation between 2016/17 Base Budget & 2016/17 Revised Estimate**

	£
2016/17 Budget (Net)	4,988
Less additional income (Nightingale Cemetery)	-5,090
Add roundings & minor adjustments	107
Add Cost of N. Chapel re-roofing under budget	-3,000
Add reduction in transfer from reserves re N Chapel re-roof	17,000
Add refund for overpaid water rates	-1,100
Less cost of new ashes plot at Eashing	27,445
Add transfer from reserves re ashes plot	-27,500
Less underspend on Professional Fees	-2,500
Add rent Nightingale Chapel - uninvoiced 2014/15	-5,000
Add underspends in Ground Maintenance	-5,500
2016/17 Revised Estimate (Net)	<u>-150</u>

**Variation between 2016/17 Base Budget & 2017/18 Base Budget**

	£
2016/17 Budget (Net)	4,988
Less roundings & minor adjustments inc inflation	535
Less reduced professional fees re N Chapel re-roofing	-3,000
Less reduction in transfer to reserves as levels sufficient	-2,500
Add increase to grounds maintenance budget	650
Add loss of War Memorial income	210
Add audit fees	400
Less Cost of N.Chapel re-roofing	-67,900
Add transfer from reserves re N Chapel re-roofing	68,000
2017/18 Budget (Net)	<u>1,383</u>

Godalming Joint Burial Committee  
Revised Estimates 2015/16 and Budget 2016/17

**ACTUAL 2015/16**  
**Godalming Joint Burial Committee**  
Actual Reserves at March 31 2016

	Balance b/f 1 April 2015 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2016 £
1 Revenue Surplus	81,449	-77			81,526
2 Railings and Boundaries	13,500		4,500		18,000
3 Nightingale and Eashing Drive repairs	12,883		2,000		14,883
4 Memorials/Memorial inspections	14,027		0		14,027
5 Nightingale Lodge Maintenance Fund	14,071		1,000		15,071
6 Nightingale Cemetery Maintenance Fund	4,000		1,000		5,000
7 Eashing Cemetery Maintenance Fund	5,000		1,000		6,000
8 Letting Fees & Voids	3,000		1,000		4,000
9 Chapels Building Fund	12,000		2,000		14,000
10 Eashing Lodge Maintenance Fund	7,000		1,000		8,000
11 Tree Maintenance	5,000		0		5,000
12 Consolidated Stock	0		4,506		4,506
	<b>171,930</b>	<b>-77</b>	<b>18,006</b>	<b>0</b>	<b>190,013</b>

Godalming Joint Burial Committee  
Revised Estimates 2015/16 and Budget 2016/17

**BUDGET 2016/17**  
**Godalming Joint Burial Committee**  
**Projection of Reserves to March 31 2017**

	Balance b/f 1 April 2016 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2017 £
1 Revenue Surplus	81,526	4,988			76,538
2 Railings and Boundaries	18,000		4,500		22,500
3 Nightingale and Eashing Drive repairs	14,883		2,000		16,883
4 Memorials/Memorial inspections	14,027		0		14,027
5 Nightingale Lodge Maintenance Fund	15,071		1,000		16,071
6 Nightingale Cemetery Maintenance Fund	5,000		1,000		6,000
7 Eashing Cemetery Maintenance Fund	6,000		1,000		7,000
8 Letting Fees & Voids	4,000		1,000		5,000
9 Chapels Building Fund	14,000		2,000	68,000	-52,000
10 Eashing Lodge Maintenance Fund	8,000		1,000		9,000
11 Tree Maintenance	5,000		0		5,000
12 Consolidated Stock	4,506		0		4,506
	<b>190,013</b>	<b>4,988</b>	<b>13,500</b>	<b>68,000</b>	<b>130,525</b>

Godalming Joint Burial Committee  
Revised Estimates 2015/16 and Budget 2016/17

**REVISED ESTIMATE 2016/17**  
**Godalming Joint Burial Committee**  
**Projection of Reserves to March 31 2017**

	Balance b/f 1 April 2016 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Transfers betw Reserves	Balance c/f 31 March 2017 £
1 Revenue Surplus	81,526	-150		10,000	-59,967	11,709
2 Railings and Boundaries	18,000		4,500			22,500
3 Nightingale and Eashing Drive repairs	14,883		2,000			16,883
4 Memorials/Memorial inspections	14,027		0		-4,027	10,000
5 Nightingale Lodge Maintenance Fund	15,071		1,000			16,071
6 Nightingale Cemetery Maintenance Fund	5,000		1,000			6,000
7 Eashing Cemetery Maintenance Fund	6,000		1,000	17,500	17,500	7,000
8 Letting Fees & Voids	4,000		1,000			5,000
9 Chapels Building Fund	14,000		2,000	51,000	51,000	16,000
10 Eashing Lodge Maintenance Fund	8,000		1,000			9,000
11 Tree Maintenance	5,000		0			5,000
12 Consolidated Stock	4,506		0		-4,506	0
	<b>190,013</b>	<b>-150</b>	<b>13,500</b>	<b>78,500</b>	<b>0</b>	<b>125,163</b>

Godalming Joint Burial Committee  
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**BUDGET 2017/18**  
**Godalming Joint Burial Committee**  
**Projection of Reserves to March 31 2018**

	Balance b/f 1 April 2017 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2018 £
1 Revenue Surplus	11,709	1,383			10,326
2 Railings and Boundaries	22,500		4,500		27,000
3 Nightingale and Eashing Drive repairs	16,883		2,000		18,883
4 Memorials/Memorial inspections	10,000		0		10,000
5 Nightingale Lodge Maintenance Fund	16,071		1,000		17,071
6 Nightingale Cemetery Maintenance Fund	6,000		1,000		7,000
7 Eashing Cemetery Maintenance Fund	7,000		1,000		8,000
8 Letting Fees & Voids	5,000		1,000		6,000
9 Chapels Building Fund	16,000		2,000		18,000
10 Eashing Lodge Maintenance Fund	9,000		1,000		10,000
11 Tree Maintenance	5,000		0		5,000
12 Consolidated Stock	0		0		0
	<b>125,163</b>	<b>1,383</b>	<b>13,500</b>	<b>0</b>	<b>137,280</b>