

Godalming Joint Burial Committee  
Revised Estimates 2018/19 and Budget 2019/20

2018/19 Actual		2019/20 Budget £	2019/20 Revised Estimate £	2020/21 Budget £	
	<b>Employees</b>				
10,123	Indirect employee expenses				
	<b>Premises Related Expenditure</b>				
21,788	Repairs, alteration & maintenance of buildings	4,400	4,820	4,820	
442	Energy costs	565	1,080	1,200	2020/21 £100pm with two staff now based there
0	Rents	0	0	0	
4,813	Rates	5,000	5,450	6,000	2020/21 Add 10% increase
449	Water services	500	315	420	2020/21 EC £20pm & NC £15pm
0	Fixtures and fittings				
2,063	Cleaning & domestic supplies	2,000	3,300	3,300	Bins 52 empties @ £22; Skips 4 @ £310; Suspended Solids 4 @ £105; Other £496
41,488	Grounds maintenance costs <sup>1</sup>	54,730	41,000	42,600	See memo below
4,729	Premises insurance	4,870	3,700	3,800	Revised = actual Add 3% for 2019/20
5,000	Contribution to premises-related provisions <sup>2</sup>	3,000	3,000	5,000	
	<b>Transport Related Expenditure</b>				
	Public transport				
211	Car allowances	500	500	500	No change
	<b>Supplies &amp; Services</b>				
5,242	Equipment, furniture and materials	500	20,500	9,000	2019/20 £10k (Min 50-19) and further £10k virement from Ground Mtce; 2020/21 £9k Equipment
0	Printing, stationery & general office expenses	0	0	0	
10,655	Services				
555	Professional Fees	12,000	13,700	2,000	Entering NC records into RBS £6k, linking records to map £7.7k
	Audit fees	800	800	800	
27,500	Admin fees	29,682	29,680	29,680	New recharge structure for 2019/20
217	Bank charges	250	250	250	
0	Communications & computing	0	0	0	
364	computers	400	400	400	
	website	400	400	400	
815	publicity	1,000	1,000	1,000	No change

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2018/19		2019/20	2019/20	2020/21	
Actual		Budget	Revised Estimate	Budget	
		£	£	£	
0	Grants & Subscriptions	150	150	150	No change
0	Contributions to provisions	0	0	0	
1,716	Miscellaneous expenses	400	400	400	No change
<b>Income</b>					
0	Government Grants				
	Other grants etc	0	0	0	No longer to receive War Memorial Commission
(85,963)	Customer & client receipts <sup>3</sup>	(51,540)	(61,290)	(51,540)	See memo below
(470)	Interest	(340)	(1,200)	(600)	No change
(64,572)	Recharges <sup>4</sup>	(68,115)	(68,115)	(58,115)	See memo below
<b>(12,838)</b>	<b>Net Expenditure (to/from revenue reserve)</b>	<b>752</b>	<b>(560)</b>	<b>1,065</b>	

**Memoranda**

**1. Grounds Maintenance**

Eashing Maintenance Contract	35,000	25,000	27,500	2020/21 15 cuts @ £1500 plus £5,000 for other works
Nightingale Maintenance Contract	16,230	12,500	11,600	2019/20 includes £2.5k Laurel Removal Min 49-19; 2020/21 20 cuts @ £330 plus £5,000 for other works
Tree Maintenance	1,500	1,500	1,500	
Memorial Inspection	2,000	2,000	2,000	
	<b>54,730</b>	<b>41,000</b>	<b>42,600</b>	

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

EMR Chapels	0	0	2,500
EMR Cemeteries	0	0	0
EMR Lodges	3,000	3,000	2,500
	<b>3,000</b>	<b>3,000</b>	<b>5,000</b>

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2018/19 Actual		2019/20 Budget £	2019/20 Revised Estimate £	2020/21 Budget £	
<b>3. Customer &amp; client receipts</b>					
(11,190)	Eashing Cemetery	(6,600)	(9,500)	(6,600)	Assume historic level of activity & 10% average fee increase
(8,970)		(8,800)	(8,800)	(8,800)	ditto
(3,050)		(2,200)	(2,200)	(2,200)	ditto
(5,140)		(140)	(140)	(140)	Assume chapel to be used 2 times
(26,800)		(16,200)	(16,200)	(16,200)	Assume no change of tenant
	Nightingale Cemetery				
	Purchases	0	(3,850)	0	Treat all Nightingale income as windfall & pick up at revised estimate
	Interments	0	(1,350)	0	ditto
	Memorials	0	(450)	0	ditto
	Chapel Hire	(5,000)	(5,000)	(5,000)	Assume no change of tenant
	Lodge Rent	(12,600)	(12,600)	(12,600)	Assume no change of tenant
(1,223)	Miscellaneous Income	0	(1,200)	0	
<u>(56,373)</u>		<u>(51,540)</u>	<u>(61,290)</u>	<u>(51,540)</u>	
<b>4. Recharges - Allocation between Constituent Authorities</b>					
(61,521)	Godalming Town Council	(54,836)	(54,836)	(54,759)	Allocation between Godalming & Busbridge are provisional - TBC January 2020
(3,051)	Busbridge Parish Council	(3,279)	(3,279)	(3,356)	ditto
<b>Recharges - Transfers from Earmarked Reserves</b>					
	EMR Cemeteries	(10,000)	(10,000)		
	EMR Chapels	0	0	0	
<u>(64,572)</u>		<u>(68,115)</u>	<u>(68,115)</u>	<u>(58,115)</u>	

Band D equivalent number 2019/20

Godalming	9,240.7	9,240.7	9,240.7
Busbridge	552.6	552.6	566.3
	<u>9793.3</u>	<u>9793.3</u>	<u>9807</u>

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**Variation between 2019/20 Base Budget & 2019/20 Revised Estimate**

	£
2019/20 Budget (Net)	752
Less additional income (Nightingale Cemetery)	-5,650
Less additional income (Eashing Cemetery)	-4,100
Add Professional Fees	1,700
Add Equipment	20,000
Less Grounds Maintenance	-13,730
Less Insurance	-1,170
Add increase in waste disposal costs	1,300
Less roundings & minor adjustments	338
2019/20 Revised Estimate (Net)	<u>-560</u>

**Variation between 2018/19 Base Budget & 2019/20 Base Budget**

	£
2019/20 Budget (Net)	752
Less roundings & minor adjustments inc inflation	593
Less reduction in Grounds Maintenance	-12,080
Add reduction in transfer from reserves (net)	12,000
Add increase in waste disposal costs	1,300
Less reduction in Professional Fees - Nightingale	-10,000
Add increase to Equipment budget	8,500
Add increase in Rates	1,000
Less reduction in Insurance	-1,000
2019/20 Budget (Net)	<u>1,065</u>

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**ACTUAL 2018/19**  
**Godalming Joint Burial Committee**  
Actual Reserves at March 31 2019

	Balance c/f 31 March 2018 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2019 £
1 Revenue Surplus	38,657	12,837			51,494
2 EMR Boundaries	20,000	-20,000			0
3 EMR Driveways	18,883	-18,883			0
4 EMR Memorial Inspections	15,027				15,027
5 EMR Nightingale Lodge	16,071	-16,071			0
6 EMR Nightingale Cemetery	7,000	-7,000			0
7 EMR Eashing Cemetery	8,000	-8,000			0
8 EMR Letting Fees	6,000	-6,000			0
9 EMR Chapels	20,000		3,000		23,000
10 EMR Eashing Lodge	10,000	-10,000			0
11 EMR Tree Maintenance	5,000	-5,000			0
12 EMR Lodges	0	32,071			32,071
13 EMR Cemeteries	0	58,883	2,000		60,883
	<b>164,638</b>	<b>12,837</b>	<b>5,000</b>	<b>0</b>	<b>182,475</b>

**BUDGET 2019/20**  
**Godalming Joint Burial Committee**  
Projection of Reserves to March 31 2020

	Balance b/f 1 April 2019 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2020 £
1 Revenue Surplus	51,494	560			52,054
2 EMR Memorial Inspections	15,027				15,027
3 EMR Chapels	23,000		3,000		26,000
4 EMR Lodges	32,071				32,071
5 EMR Cemeteries	60,883			10,000	50,883
	<b>182,475</b>	<b>560</b>	<b>3,000</b>	<b>10,000</b>	<b>176,035</b>

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**REVISED ESTIMATE 2019/20**  
**Godalming Joint Burial Committee**  
Projection of Reserves to March 31 2020

	Balance b/f 1 April 2019 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2020 £
1 Revenue Surplus	51,494	560			52,054
2 EMR Memorial Inspections	15,027				15,027
3 EMR Chapels	23,000		3,000		26,000
4 EMR Lodges	32,071				32,071
5 EMR Cemeteries	60,883			10,000	50,883
	<b>182,475</b>	<b>560</b>	<b>3,000</b>	<b>10,000</b>	<b>176,035</b>

**BUDGET 2020/21**  
**Godalming Joint Burial Committee**  
Projection of Reserves to March 31 2020

	Balance b/f 1 April 2019 £	Deficit/Surplus from Revenue A/c £	Transfer from Revenue A/c £	Transfer to Revenue A/c £	Balance c/f 31 March 2020 £
1 Revenue Surplus	52,054	-1,065			50,989
2 EMR Memorial Inspections	15,027				15,027
3 EMR Chapels	26,000		2,500		28,500
4 EMR Lodges	32,071		2,500		34,571
5 EMR Cemeteries	50,883				50,883
	<b>176,035</b>	<b>-1,065</b>	<b>5,000</b>	<b>0</b>	<b>179,970</b>