

BUDGET MONITORING PERIOD 5

MEETING: CHESTERFIELD AND DISTRICT JOINT CREMATORIUM
COMMITTEE

DATE: 23rd September, 2019

REPORT BY: BEREAVEMENT SERVICES MANAGER
CLERK & TREASURER

FOR PUBLICATION:

1.0 PURPOSE OF REPORT

1.1 To report the budget monitoring position as at the end of August 2019.

2.0 RECOMMENDATIONS

2.1 That the report be noted.

3.0 PERIOD 5 BUDGET MONITORING

3.1 The original budget was approved at the 17th December 2018 meeting, but does not include the carry forwards of £14,330 approved at the 23rd May 2019 meeting.

3.2 There is currently a favourable profiled variance of £57,853. Details of the variances from the profiled budgets are shown below:

- **Employee costs** there is an over spend of £1,033. This is broken down to £2,465 over spend on salaries due to the profiling of the budget for the fixed term contract post and

implementation of the new pay grading and £1,432 under spend mainly on overtime and training.

- **Premises costs** are under profile by £28,391 this consists of:
 - General routine repairs – over spend of £3,133 partly caused by the removal of the canopy including asbestos
 - £17,519 of the under spend relates to creditors from 2018/19 who have not yet invoiced for their work on the waiting room toilets
 - Cremator repairs - under spend £2,900
 - Utilities – under spend £1,731
 - £3,062 of the under spend relates to projects outlined in the Service Improvement Plan which have not yet commenced including further improvements to the rose beds, signage and paths.
 - General routine grounds maintenance – under spend of £6,022
 - Minor miscellaneous items – under spend £290

- **Transport** costs are under profile by £1,300, mainly on fuel for machinery.

- **Supplies & Services** costs are under profile by £12,932 this consists of:
 - Medical Referee Fees – under spent by £613
 - Telephones – under spent by £2,054 due to the timing of the BT invoicing
 - £7,480 of the under spend relates to creditors from 2018/19 who have not yet invoiced for their work on upgrading the kitchen
 - General Supplies & Services – underspend of £2,785 in other areas.

- **Contracted Services** are under profile by £102.

- **Income** is over profile by £16,162, this consists of:
 - Cremation fees (inc. Medical Referees & Mercury Abatement) – over profile by £4,871, this is due to an increase of approximately 18 more cremations than budgeted for

- All Memorial Income – over profile by £7,108
- Other Income – over profile by 4,183 mainly caused by extended use of the chapel.

4.0 Capital Expenditure Projects

4.1 The refurbishment of the toilets in the chapel have been completed but the contractor is yet to invoice and the procurement process for the new mower has been completed and contracts are in the process of been drawn up.

5.0 RECOMMENDATIONS

5.1 That the report be noted.

6.0 REASONS FOR THE RECOMMENDATIONS

6.1 To keep the Joint Committee informed about the financial performance of the Crematorium.

Decision information

Key decision number	
Wards affected	All
Links to Council Plan priorities	To provide value for money services

Document information

Report author	Contact number/email
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Background documents These are unpublished works which have been relied on to a material extent when the report was prepared. Titles of background documents used: - Accounting Records	

Location:
Accountancy Services Section

This must be made available to the public for up to 4 years.

Annexes to the report
