

**Nether Alderley
Parish Council**

Enclosures

1-2

**Council Meeting
12th March 2024**

Nether Alderley Parish Council
Parish Hall Renovation and Costs 2024/2025

ENCLOSURE 1

Budget Heading	Actual 2022/23	Budget 2023/24	Total to 31/12/23	Actual to 31/03/2024	Budget 2024/25	Notes Ref
All Figures are excluding VAT which are shown in light grey for information						
PAYMENTS						
Staff Costs						
1 Clerks Salary	£13,250.00	£12,125.00	8674.05	£11,589.30	£12,500.00	
Employer Pension	£3,000.00	£0.00	0.00	£0.00	£0.00	
Employer NI	£689.00	£200.00	348.36	£436.86	£500.00	
Overtime	£0.00	£1,500.00	339.18	£339.18	£500.00	
Back Pay	£0.00	£0.00	333.00	£333.00	£333.30	
	£16,939.00	£13,825.00	£9,694.59	£12,698.34	£13,833.30	
Adminstration						
2 Pension Ill Health Insurance	£150.00	£0.00	0.00	£0.00	£0.00	
Staff Training	£180.00	£180.00	0.00	£0.00	£100.00	
Payroll Services	£194.00	£300.00	266.50	£266.50	£350.00	
Stationery	£250.00	£450.00	268.70	£342.80	£450.00	
Staff Travelling Expenses	£400.00	£750.00	490.95	£598.05	£700.00	
Staff Mobile Phone	£154.00	£150.00	82.53	£110.04	£130.00	
Other Admin costs/Office Equipment	£625.00	£460.00	357.11	£697.11	£500.00	
Insurance	£1,466.00	£1,450.00	2538.06	£5,312.72	£3,250.00	1
Audit Fees	£573.00	£600.00	590.00	£590.00	£650.00	
Annual Subscriptions	£593.00	£1,200.00	576.64	£576.64	£650.00	
Honours Board	£150.00	£150.00	0.00	£0.00	£150.00	
Bank Safety Deposit	£25.00	£25.00	2.73	£2.73	£0.00	
Cloud Storage	£0.00	£0.00	0.00	£0.00	£0.00	
Council Meeting Expenses	£0.00	£0.00	0.00	£22.50	£0.00	
	4,760.00	£5,715.00	5,173.22	8,519.09	£6,930.00	
Parish Hall						
3 Hire of Hall (Public Events)	£280.00	£300.00	0.00	£0.00	£300.00	
Parish Hall Expenses	£3,769.00	£2,000.00	109.37	£142.08	£6,000.00	2
Parish Hall Heating	£0.00	£5,500.00	1418.51	£2,418.51	£6,000.00	3
Parish Hall Elect Cub Cost			2.00	£2.00		
	£4,049.00	£7,800.00	£1,529.88	£2,562.59	£12,300.00	
Parish Hall Re-development						
4 Renovation Costs	£25,664.00	27,000.00	13,302.00	13,302.00	0.00	4
Professional Fees			23,793.67	27,133.67		
	£25,664.00	£27,000.00	£37,095.67	£40,435.67	£0.00	
Parish Hall Loan Charges						
5	£0.00	£0.00	£0.00	£0.00	£9,000.00	5
Highways						
Highways and ROW	£3,000.00	£3,000.00	£0.00	£0.00	£1,500.00	
6						
Burial Ground Expenses	£2,540.00	£2,540.00	£1,682.12	£1,682.12	£1,800.00	
Cllr Expenses & Training						
8 Cllr Training	£180.00	£180.00	£0.00	£0.00	£180.00	
Chaiman's Allowance	£100.00	£100.00	£0.00	£0.00	£100.00	
Cllr Travelling	£0.00	£0.00	£0.00	£0.00	£0.00	
	£280.00	£280.00	£0.00	£0.00	£280.00	
Neighbourhood Plan						
9	£3,500.00	£0.00	£72.94	£72.94	£650.00	6
Community						
Newsletter	£760.00	800	£555.00	£948.60	£1,200.00	
9 Community Fund Other		1000	£4,702.89	£5,132.89	£3,000.00	7
	£760.00	£1,800.00	£5,257.89	£6,081.49	£4,200.00	

Nether Alderley Parish Council

Parish Hall Renovation and Costs 2024/2025

Earmarked Reserves						
10	Insurance Excess	£250.00	250.00	£0.00	£0.00	£0.00
	Asset Mangmnt Conting	£1,500.00	1500.00	£0.00	£0.00	£0.00
	External Audit Conting	£200.00	200.00	£0.00	£0.00	£0.00
	Hall Contingency	£2,000.00	0.00	£0.00	£0.00	£0.00
	Boundary Signage	£0.00	2213.46	£0.00	£0.00	£0.00
	Kings Coronation					£0.00
	Bus Shelter Conting	£1,000.00	1000.00	£0.00	£0.00	£0.00
	Hall Heating Contingency	£2,500.00	0.00	£0.00	£0.00	£0.00
	Tree Cutting Conting	£1,000.00	1000.00	£0.00	£0.00	£0.00
	Hall Renovation	£94,216.00	130000.00	£0.00	£0.00	£136,136.36
		£102,666.00	£136,163.46	£0.00	£0.00	£136,136.36
	General Reserves	£5,200.00	£20,000.00	£0.00	£0.00	£20,000.00
	Totals with Earmarked and General Reserves	£169,358.00	£218,123.46	£60,506.31	£72,052.24	£206,629.66
	Total without Earmarked and General Reserves	£61,492.00	£61,960.00	£60,506.31	£72,052.24	£50,493.30
	VAT on payments	£5,096.05		£5,581.93	£7,460.99	
	RECEIPTS					
	Corr. of under/over payment Pension Contributions	£0.00	£0.00	£0.00	£0.00	£0.00
	Ill Health Insurance refund	£0.00	£0.00	£0.00	£0.00	£0.00
1	P/Hall Electricity refund	£0.00	£0.00	£0.00	£0.00	£0.00
2	Parish Hall Donations	£0.00	£0.00	£1,000.00	£1,000.00	£0.00
3	Parish Hall Rental Income					£4,000.00
6	Burial Fees	£3,135.00	£3,200.00	£2,760.00	£2,820.00	£3,800.00
	Neighbourhood Plan	£3,500.00	£0.00	£0.00	£0.00	£0.00
6	Community Newsletter	£200.00	£215.00	£0.00	£0.00	£215.00
8	Precept	£54,650.00	£59,412.00	£59,412.00	£59,412.00	£59,662.00
9	CEC Gran/Section 106/CIL	£0.00	£0.00	£45,761.09	£45,761.09	£0.00
10	Bank interest	£7.00	£100.00	£299.75	£530.37	£1,400.00
11	Clean-up Grant	£0.00	£0.00	£0.00	£0.00	£0.00
12	Refund - Hi-Viz Jackets	£0.00	£0.00	£0.00	£0.00	£0.00
	Other:					
	- Advertising Fee	£0.00	£0.00	0.00	£0.00	£0.00
		£61,492.00	£62,927.00	£109,232.84	£109,523.46	£69,077.00
	Plus VAT repaid	£706.60	£5,096.06	£10,677.99		
	Budgeted Surplus income over expenditure			£48,726.53	£37,471.22	£18,583.70
						10
	Summary of Resources 2024/25					
	Bank Reconciliation	£202,152.50	as at 31st March 2024 (Attached)			
	Add Receipts 24/25	£69,077.00				
	Sub Total	£271,229.50				
	Less Earmarked Reserves	£139,136.36	Reserves Balances Attached			
	Less General Reserves	£20,000.00				
	Less Paymnts Budget 24/25	£50,493.30				
	Total	£61,599.84	Surplus			

Explanatory Notes to the Parish Hall Resources and Costs 2024/25

These costs are based on the Bank Reconciliation and Reserve Balances as of 31st March (attached) after all the payments and receipts have been posted and which will be approved at the March Council. This will then close the 2023/24 Financial Year Accounts.

Notes

Reference to the Spreadsheet

- 1) Insurance March 2025 with potential increased cost. Note we had to pay 2 premiums in 2023/24 because we were combining policies and paid 2023/24 in April 23 and 2024/25 in March 24.
- 2) Parish Hall expenses for tables and chairs
- 3) Parish Hall heating cost also we will need a gas tariff as well as an electric tariff. Hall will be closed until October so this should be less than the budgeted figure.
- 4) All Hall renovation costs will be from Earmarked Reserves, S106, Loans and grants.
- 5) Charges may be cheaper if interest rates drop. We will only pay one tranche of the 6 monthly payments in 2024/25.
- 6) Neighbourhood Plan type setting and printing of Inspector Copies.
- 7) A contingency in case we need Mr Beeby to do work for us.
- 8) All the earmarked reserves will be allocated to the Parish Hall Renovation until the work is complete. However, we have a £33,574.70 buffer which should not be needed after we have managed the cash flow of VAT recovery and we can then repopulate the earmarked reserves for issues we want to address such as need more boundary signage etc. There is also the £20k General Reserve which we may have to call on for cash flow management but should be replenished by monthly VAT

recoveries If we are lucky we may also have a further CIL Payment in May and or November 2024

- 9) Parish Hall Income estimated
- 10) Surplus of income over expenditure
- 11) Tender cost uplifted by £30k.

In conclusion because of the £30k contract price uplift we have a very much tighter resources to cost ration than we would like.

We need to look for savings in this contract to better manage risk and ensure we watch closely the use of the £72k contingencies and PC sums within the contract and if necessary make saving in the contract if these threaten to be used up.

David Naylor
Parish Clerk and RFO
Nether Alderley Parish Council
March 2024

Nether Alderley Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
General Reserve (Four Months		20,000.00			20,000.00
Total Capital	0.00	20,000.00			20,000.00
Earmarked					
Insurance Excess		250.00			250.00
Asset Management Contingenc		1,500.00			1,500.00
External Audit Contingency		200.00			200.00
Parish Hall Contingency					0.00
Boundary Signage		2,213.46			2,213.46
Kings Coronation					0.00
Bus Shelter Contingency		1,000.00			1,000.00
Hall Electricity Contingency					0.00
Tree Cutting Contingency		1,000.00			1,000.00
Hall Renovation		130,000.00			130,000.00
Total Earmarked	0.00	136,163.46			136,163.46
TOTAL RESERVE		156,163.46			156,163.46
GENERAL FUND					45,989.04
TOTAL FUNDS					202,152.50

Nether Alderley Parish Council



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[Email: clerk.napc@gmail.com](mailto:clerk.napc@gmail.com)

20th February 2024

EDF Energy Customers Ltd
PO Box 140
Plymouth
PL3 5RG

Dear Sir or Madam

EDF Energy Account Number 671185151768
Nether Alderley Parish Council Church Lane Nether Alderley Cheshire SK10 4TD

This is a very serious and long-standing issue with our EDF electricity meter which has prevented the Parish Council having accurate billing.

This is due entirely to your company's appointed engineers installing the wrong meters twice and failing to rectify the situation since the start of our contract with you in August of 2023. During this period, we have had two new meters both of which constituted the wrong equipment as reported by your own appointed engineers and an extraordinarily long period to complete a proper installation which has still not been done despite many contacts with your customer centre and many promises which have been unfulfilled.

Below I supply the following information to confirm this totally unacceptable series of events: EDF Electricity Meter Readings Nether Alderley Parish Council

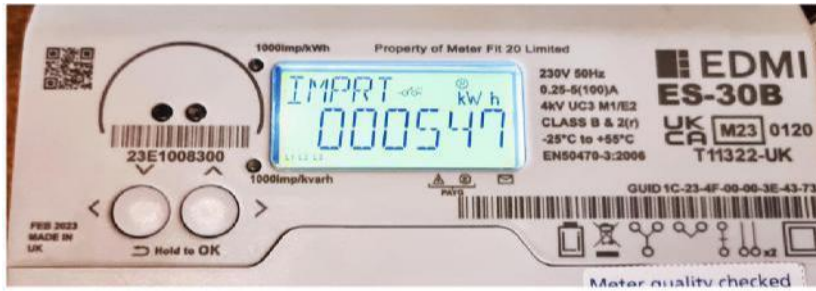


Energy Used 16th August – 7th November 2023.

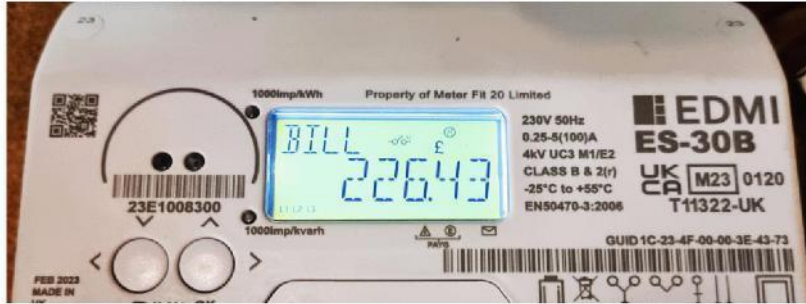


Cost of Energy Used 16th August – 7th November

A new EDF meter was installed on 16th August 2023 commencing our contract with you. However, it was not sending readings to EDF and only the total kWh and total cost could be sourced from the meter. Day, Night and Weekend Readings could not be source as contracted.



Energy Used 16th August – 23rd November 2023.



Cost of Energy Used 16th August – 23rd November 2023.

After many calls to and promises by the EDF Customer Centre, a new meter was installed on 23rd November. The engineer said the wrong meter he had taken out had actually been recording day, night and weekend readings and the total kWh and bill correctly as shown above.

After fitting the new meter, he then said that he was sorry, but it was again the wrong meter and he would have to come back. **An unbelievable situation and** from then onwards the meter is only showing rate 1 and rate 2 and the total kWh used

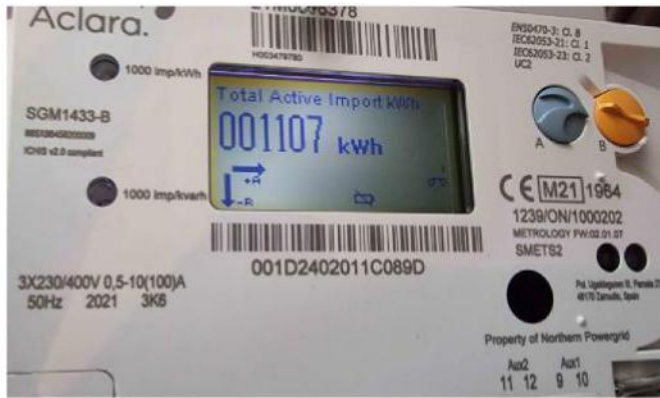
The Meter Readings 23rd November to 31st December are below:



23rd November to 31st December (Rate One)



23rd November to 31st December (Rate Two)



Total Active Import Reading 23rd November to 31st December

Total actual energy usage 16th August to 23rd November was 547 kWh

Total usage to 31st December was 547 plus 1107 kWh = 1654 kWh

Cost circa £685 including VAT



23rd November to 7th February 2024 (Rate One)



23rd November to 7th February 2024 (Rate Two)



23rd November to 7th February 2024 (Total Import

Total actual energy usage 16th August to 7th February 2024

547 kWh plus 2205 kWh = 2752 kWh

This should equate to a bill of circa £1000 plus VAT and NOT your estimated cost of over twice this figure.

This whole situation has been brought about by your company's total failure to resolve ing this problem following countless calls to you and numerous promises to resolve it but without any progress.

It may be that a smart meter may not be suitable because of poor signal but I am sure such a smart meter should at least be able to provide me at the Hall with readings which show usage and cost. I can then send you the readings at the end of each month.

This has caused me a lot of work in continually bringing this to your attention with photographs of our meter readings. Also, long delays in reaching a customer advisor only to be told it has been passed on and I will receive calls back from the meter team.

I now have an appointment for Monday 26th February for a new meter and hopefully this matter will be sorted out and I will receive accurate billing.

In the meantime, I enclose a cheque for £1200 (£1000 plus £200 VAT).

Please send me a bill which represents the energy used less the above amount paid on account.

I would add that the Parish Hall's estimated bills are greatly out of step with what is actually being used because the Hall is currently closed for major renovations and has been little used over this period with only low background heating.

Please resolve this URGENTLY



David Naylor.
Parish Clerk Nether Alderley Parish Council
Tel: 07717 244537