

North Devon Crematorium Joint Committee

Report Date: 4th August 2023

Topic: Crematorium Performance Monitoring Qtr 1 2023/2024

Report by: Treasurer

1. INTRODUCTION

1.1. This report presents the financial performance information for April to June 2023/24.

2. RECOMMENDATIONS

2.1. It is recommended that the performance for April to June 2023/2024 be noted.

3. REASONS FOR RECOMMENDATIONS

3.1. To inform Members of the financial performance for April to June 2023/2024.

4. REPORT

4.1. A summary of the revenue expenditure and income for the period April to June is shown below together with the original and profiled budgets. Also shown is the projected outturn and projected outturn variance.

	Original Budget 2023/24	Profiled Budget (Apr-Jun)	Actual Apr-Jun	Variance (Under) / over	Projected Outturn	Projected Outturn Variance
	£	£	£	£	£	£
Premises	249,010	62,252	29,762	(32,490)	272,933	23,923
Transport	500	125	35	(90)	141	(359)
Supplies and Services	211,980	52,995	44,091	(8,904)	223,426	11,446
Support & Employees	366,610	91,653	87,476	(4,177)	355,696	(10,914)
Total Expenditure	828,100	207,025	161,364	(45,661)	852,196	24,096
Fees & Charges	1,254,650	313,663	352,437	38,774	1,293,425	38,775
Sales	79,680	19,920	23,735	3,815	83,495	3,815
Interest	7,000	1,750	4,501	2,751	18,004	11,004
CAMEO*	3,000	750	0	(750)	3,000	0
Miscellaneous	0	0	0	0	0	0
Total Income	1,344,330	336,083	380,673	44,590	1,397,924	53,594
Cont Equip Replace Res	100,000	25,000	25,000	0	100,000	0
Distribution NDC	249,740	62,435	62,435	0	249,740	0
Distribution TDC	166,490	41,623	41,623	0	166,490	0
Surplus/(Deficit)	0	0	90,251	90,251	29,498	29,498

*Crematoria Abatement of Mercury Emissions Organisation

- 4.2. Qtr 1 is showing expenditure £45,661 under the profiled budget and income is £44,590 higher than profiled budget giving a total net variance of £90,251 surplus. The projections for the year are predicting expenditure £24,096 over budget and income £53,594 higher than budget producing a net variance of £29,498 surplus.
- 4.3. **Premises** – Spend in Qtr 1 is under budget but the projected full year is over budget by £23,923. The Qtr 1 underspend relates to no payments have yet been made for the new gas contract (but these are expected imminently) and the timings of carrying out some of the works to the building, grounds and equipment. However, the projected overspend for the year relates to an increase in the electricity costs over and above the increase to the budget and an increase in the cost of business rates due to the rateable value re-set in April 2023.
- 4.4. **Supplies and Services** – The underspend for Qtr 1 relates to various underspends and the timings of paying some annual invoices. The projected overspend for the year relates primarily to the costs of medical referree's. When setting the budget it was expected that the process would change from 1st April 2023 whereby the responsibility would be transferred to the NHS, but this has been delayed. We did, however, leave a residual budget for costs incurred by the Crematorium during the transfer.
- 4.5. **Central Support / Employees** – The underspend relates to a member of staff reducing to part time.
- 4.6. **Income** – Fees and charges are showing increased income, due to the higher number of services in Qtr 1. The interest received on the Crematorium bank accounts is higher than the budget due to the increase in interest rates since the budget was set.
- 4.7. The receipt from CAMEO has not yet been received for 2023/24 but it is anticipated that the budgeted £3,000 will be received.
- 4.8. If the projected outturn does materialise there will be a surplus of £29,497.

5. RESOURCE IMPLICATIONS

5.1. Reserves & Balances. The current amounts held by the Joint Crematorium Committee and projected balances are:

	Capital Funding Reserve	Equipment Replacement Reserve	Budget Management Reserve	General Reserve
	£	£	£	£
Opening Balance 1 st April 23	483,492	695,480	42,461	146,000
Contribution in year	0	100,000	0	0
Applied from Reserve 2023/24	(483,492)	0	0	0
Closing Balance 31st March 24	0	795,480	42,461	146,000

5.2. The Capital Funding Reserve was set up to accumulate funds for capital projects at the Crematorium. The balance is available for Phase B (Garage/Memorial Hall).

The Equipment Replacement Reserve was set up to build up funds to replace the cremators and filtration equipment at the end of their useful life, and also to provide the funding for hearth replacements and cremator re-lining when required. It is anticipated that there will be sufficient funds available when required but this will be continually monitored.

The Budget Management Reserve was created in 2021/22 and the funds are available to help mitigate any increased costs in 2023/24 due to utilities, rates or medical referee's.

The Working Balance was increased to £146,000 last year, and it is anticipated it will remain at this level. This is at a suitable level taking into account the financial risks associated with operating the Crematorium.

6. EQUALITIES ASSESSMENT

6.1. There are no equality implications anticipated as a result of this report. An Equality Impact Assessment has been completed



7. ENVIRONMENTAL ASSESSMENT

7.1. There are not any environmental implications as a result of this report, as the purpose of this report is to update members of the financial activity of the North Devon Crematorium Joint Committee for the 2023/2024 financial year.

8. CONSTITUTIONAL CONTEXT

8.1. The North Devon Council and Torridge District Council Joint Crematorium Committee Agreement.

9. STATEMENT OF CONFIDENTIALITY

This report contains no confidential information or exempt information under the provisions of Schedule 12A of 1972 Act.

10. BACKGROUND PAPERS

None.

11. CORPORATE PRIORITIES

The North Devon Council and Torridge District Council Corporate Priorities have been considered in the drafting of the report.

12. STATEMENT OF INTERNAL ADVICE

The author (below) confirms that advice has been taken from all appropriate Councillors and Officers: Author Mark Knight Crematorium Accountant; Date 19th July 2023