

North Devon Crematorium Joint Committee

Report Date: 2nd February 2024

Topic: Crematorium Performance Monitoring Qtr 3 2023/2024

Report by: Treasurer

1. INTRODUCTION

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

2. RECOMMENDATIONS

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

3. REASONS FOR RECOMMENDATIONS

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

4. REPORT

4.1. A summary of the revenue expenditure and income for the period April to December 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-Dec)	Actual (Apr-Dec)	Variance (Under) / over	Projected Outturn	Projected Outturn Variance
	£	£	£	£	£	£
Premises	249,010	186,758	152,383	(34,375)	277,383	28,373
Transport	500	375	122	(253)	162	(338)
Supplies and Services	211,980	158,985	149,489	(9,496)	225,473	13,493
Support & Employees	366,610	274,958	259,119	(15,839)	348,559	(18,051)
Total Expenditure	828,100	621,075	561,113	(59,962)	851,577	23,477
Fees & Charges	1,254,650	940,988	1,010,625	69,637	1,324,288	69,638
Sales	79,680	59,760	43,430	(16,330)	63,350	(16,330)
Interest	7,000	5,250	18,331	13,081	24,442	17,442
CAMEO*	3,000	2,250	3,251	1,001	3,251	251
Insurance Claim	0	0	19,836	19,836	19,836	19,836
Total Income	1,344,330	1,008,248	1,095,473	87,225	1,435,167	90,837
Cont Equip Replace Res	100,000	75,000	75,000	0	100,000	0
Distribution NDC	249,740	187,305	187,305	0	249,740	0
Distribution TDC	166,490	124,868	124,868	0	166,490	0
Surplus/(Deficit)	0	0	147,187	147,187	67,360	67,360

*Crematoria Abatement of Mercury Emissions Organisation

- 4.2. Qtr 3 is showing expenditure £59,962 under the profiled budget and income is £87,226 higher than profiled budget giving a total net variance of £147,188 surplus. The projections for the year are predicting expenditure £23,477 over budget and income £90,836 higher than budget producing a net variance of £67,359 surplus (£47,335 surplus reported Qtr 2).
- 4.3. **Premises** – Spend in Qtr 3 is under the profiled budget due to delay in receiving and paying gas invoices. However, prediction for the full year is over budget, this is due to higher than budgeted costs for electricity, rates and grounds and plant maintenance.
- 4.4. **Supplies and Services** – The underspend for Qtr 3 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. Also included is the effect of the reduction in hours of the Manager, this saving needs to offset some of the additional costs expected in 2024/25.
- 4.6. **Income** – Fees and charges are showing increased income, due to the higher number of services. Memorial sales is lower than the budget.
- 4.7. **Bank Interest** – Bank interest is higher than budget due to the higher interest rates from when the 2023/24 budget was set.
- 4.8. **CAMEO** - The receipt from CAMEO was £3,251 which is slightly higher than the budgeted £3,000.
- 4.9. **Insurance Claim** – A payment has been received from the insurers in respect of the damage done to the roof of the Crematorium.
- 4.10. If the projected outturn does materialise there will be a surplus of £67,360.

5. CAPITAL SPEND

- 5.1. The capital project Phase B (Garage/Memorial Hall) the following costs have been incurred to date (inclusive of VAT):

2022/23	£16,590
2023/24	£453,270
Total	£469,860

With the outstanding payments the expected project total is about £3,500 under budget.

6. RESOURCE IMPLICATIONS

6.1. 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	(468,100)	0	0	0
Closing Balance 31st March 24	15,392	795,480	42,461	146,000

6.2. 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.

7. EQUALITIES ASSESSMENT

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



8. ENVIRONMENTAL ASSESSMENT

8.1. 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.

9. CONSTITUTIONAL CONTEXT

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

10. STATEMENT OF CONFIDENTIALITY

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

11. BACKGROUND PAPERS

None.

12. CORPORATE PRIORITIES

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

13. 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 16th January 2024