

Appendix Bi

NORTH EAST SURREY CREMATORIUM BOARD

MANAGEMENT AGREEMENT ANNUAL BUDGET - 2019/20 Revised and 2020/21 Original

(As at End Oct - 7 months data)

			2018/19	2019/20			2020/21
			Actual	Actual	Original	Revised	Next Yr
			£	to Date	Budget	Budget	Budget
				£	£	£	£
Cost of Sales							
1017	ROSES & ROSE PLAQUES	(1)	777	1,340.40	1,500	2,000	2,000
3037	PURCHASE OF SOUND RECORDINGS	(2)	10,749	10,324.45	12,500	13,500	15,000
3404	ANNUAL MEMORIAL SERVICE	(3)	2,955	1,944.75	2,800	3,000	3,000
3414	BOOK OF REMEMBRANCE	(4)	7,156	3,851.08	5,600	7,500	7,600
3427	CREMATION PLOTS	(5)	17,221	9,910.36	25,600	25,000	25,000
3453	KERBSTONE MEMORIALS	(6)	2,328	434.65	1,500	1,500	1,500
3463	MEMORIAL PLAQUES	(7)	7,972	4,847.53	8,200	8,200	8,300
3467	MINIATURE BOOKS AND CARDS	(8)	23	0.00	500	500	500
3499	URNS/BOXES	(9)	6,283	3,637.06	5,600	6,100	6,200
3522	CREMATION JEWELLERY	(10)	2,116	828.15	3,100	2,000	2,000
Total Cost of Sales			57,578	37,118.43	66,900	69,300	71,100
Administrative Costs							
0001	SALARIES - MONTHLY	(12)	220,361	129,310.78	250,400	235,000	239,700
0040	NATIONAL INSURANCE	(13)	20,378	11,541.51	23,900	21,000	21,400
0045	EMPLOYER PENSION CONTRIBUTIONS	(14)	19,134	11,899.03	22,200	21,600	22,000
0051	AGENCY STAFF	(15)	1,267	2,072.98	2,000	2,000	2,000
0077	TRAINING - EXTERNAL COURSES	(16)	1,205	430.00	1,500	1,500	1,500
0096	STAFF ADVERTISING - VACANCIES	(17)	0	0.00	1,000	500	500
1070	ENERGY COSTS - ELECTRICITY	(18)	12,783	3,809.03	10,500	10,000	12,000
1072	ENERGY COSTS - GAS & OTHER	(19)	31,028	11,570.10	60,800	33,000	35,000
1207	SKIP HIRE	(20)	4,760	2,827.51	5,100	5,100	5,200
1213	GROUND MAINTENANCE COSTS	(21)	6,334	1,818.31	5,100	5,100	5,200
1281	MISC REPAIRS	(22)	301	3.95	1,000	1,000	1,000
1301	CLEANING & DOMESTIC SUPPLIES	(23)	1,066	656.10	1,000	1,000	1,000
1305	TOILET HYGIENE SERVICES	(24)	446	412.00	500	500	500
1306	WINDOW CLEANING	(25)	900	1,337.50	1,000	2,000	2,000
1381	WATER CHARGES (METERED)	(26)	5,651	4,112.02	1,500	6,500	6,600
2003	CAR ALLOWANCE	(27)	0	0.00	600	0	0
2004	CAR MILEAGE	(28)	0	17.82	0	200	200
2010	PUBLIC TRANSPORT FARES	(29)	14	9.90	200	200	200
2041	HIRE - TRANSPORT	(30)	4,696	2,609.40	4,300	4,800	4,900
3000	EQUIPMENT, FURNITURE & MATS	(31)	3,055	5,507.47	3,100	6,100	4,000
3014	ENGRAVING MATERIALS	(32)	0	0.00	500	500	500
3015	FIRE EXTINGUISHERS	(33)	0	0.00	200	200	200
3104	FOOD & CONSUMABLES	(34)	450	197.60	200	300	300
3150	CLOTHING & UNIFORMS	(35)	1,013	0.00	1,000	1,000	1,000
3151	LAUNDRY	(36)	163	100.10	400	400	400
3342	PRINTING AND STATIONERY	(37)	2,617	1,498.77	5,100	4,000	4,000
3347	PUBLICITY	(38)	0	0.00	500	500	500
3416	CASH IN TRANSIT	(39)	544	527.00	1,000	1,000	1,000
3435	ELECTRICAL TESTING	(40)	122	0.00	200	200	200
3462	MEDICAL REFEREES FEES	(41)	16,333	3,850.50	16,600	16,200	16,600
3600	COMMUNICATIONS - POSTAGE	(42)	3,632	1,036.00	3,600	3,600	3,700

(As at End Oct - 7 months data)

3602 COMMUNICATIONS - TELEPHONES
 3621 I.T. EQUIPMENT & MAINTENANCE
 3764 SUBSCRIPTIONS
Total Administrative Costs

MANAGEMENT FEE

GROSS EXPENDITURE

NESCB REIMBURSEMENT

NET TOTAL

	2018/19	2019/20			2020/21
	Actual	Actual to Date	Original Budget	Revised Budget	Next Yr Budget
	£	£	£	£	£
(43)	1,205	3,107.12	800	3,900	4,000
(44)	3,202	1,713.97	4,100	2,000	2,000
(45)	791	801.00	3,100	2,000	2,000
(46)	363,450	202,777.47	433,000	392,900	401,300
(47)	3,500	4,000.00	4,000	4,000	4,000
(48)	424,528	243,895.90	503,900	466,200	476,400
(49)	-424,528	-243,895.90	-503,900	-466,200	-476,400
(50)	0	0	0	0	0