



North Devon Crematorium Joint Committee

Report Date: 3rd November 2023

Topic: Crematorium Performance Monitoring Qtr 2 2023/2024

Report by: Treasurer

1. INTRODUCTION

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

2. RECOMMENDATIONS

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

3. REASONS FOR RECOMMENDATIONS

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

4. REPORT

4.1. A summary of the revenue expenditure and income for the period April to September 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-Sep)	Actual Apr-Sep	Variance (Under) / over	Projected Outturn	Projected Outturn Variance
	£	£	£	£	£	£
Premises	249,010	124,505	97,062	(27,443)	255,207	6,197
Transport	500	250	77	(173)	154	(346)
Supplies and Services	211,980	105,990	95,200	(10,790)	226,744	14,764
Support & Employees	366,610	183,305	173,777	(9,528)	348,310	(18,300)
Total Expenditure	828,100	414,050	366,116	(47,934)	830,415	2,315
Fees & Charges	1,254,650	627,325	661,573	34,248	1,288,898	34,248
Sales	79,680	39,840	40,503	663	80,343	663
Interest	7,000	3,500	10,870	7,370	21,739	14,739
CAMEO*	3,000	1,500	0	(1,500)	3,000	0
Total Income	1,344,330	672,165	712,946	40,781	1,393,980	49,650
Cont Equip Replace Res	100,000	50,000	50,000	0	100,000	0
Distribution NDC	249,740	124,870	124,870	0	249,740	0
Distribution TDC	166,490	83,245	83,245	0	166,490	0
Surplus/(Deficit)	0	0	88,715	88,715	47,335	47,335

*Crematoria Abatement of Mercury Emissions Organisation

- 4.2. Qtr 2 is showing expenditure £47,934 under the profiled budget and income is £40,781 higher than profiled budget giving a total net variance of £88,715 surplus. The projections for the year are predicting expenditure £2,315 over budget and income £49,650 higher than budget producing a net variance of £47,335 surplus.
- 4.3. **Premises** – Spend in Qtr 2 is under budget but the projected full year is over budget by £6,197. The Qtr 2 underspend relates to not all payments for the utilities and cleaning have been made. 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 2 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 referee'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. 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 £47,335

5. CAPITAL SPEND

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

2022/23	£16,590
2023/24	£294,045
Total	£310,635

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	(483,492)	0	0	0
Closing Balance 31st March 24	0	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 19th October 2023