

Malvern Hills Trust
Covid 19 Contingency Committee
Meeting (video conference)
Friday 15th May 2020 at 4 pm

Finance update

2020/21 budget

The planned re-opening of the car parks on 13th May 2020 following the latest advice from the government should improve the finances of the charity. The re-opening should mean that both residents' and annual pass sales meet the budget set for the year. Whilst meter takings for the month of April 2020 were completely lost (budgeted at £20,129), it is hoped that takings in May will meet budget.

Other impacts since the first revision was prepared is that the loss of investment income has been reduced from 100% to 50%, based on the latest advice from Brewin Dolphin.

A summary of the revised worst case impact on income in 2020/21 is attached to this paper, showing a potential loss of £75,000 income.

As the continued loosening of the lockdown is dependent upon meeting the government's key targets, at this stage it would not be prudent to reverse the expenditure cuts agreed 9th April 2020 as there is a possibility the car parks could close once again.

Furlough plans have now been amended as staff are needed at work with the car parks fully operational. The proposed claims to the CJRS are now £5,000 for May 2020 and £2,000 for June 2020.

	£			
Cost savings per draft 17/4/20	48,148			
Reduction in CJRS claims	(10,500)			
Revised cost savings	<u>37,648</u>			

As agreed at last week's meeting, MHT has been preparing to sell car park passes itself, as it is unlikely the sales facilities at Malvern and Colwall library will restart soon. Additional cost will be incurred. Temporary staff cover has been arranged for 5 weeks, the cost of which was reported at last week's meeting. In addition there will be costs in setting up an on-line renewals service, including the set-up costs (quote awaited as I write this) and payment processing charges (2.75% plus 20p per transaction). A charge of £1 per pass will be made to cover postage and admin.

Further costs will be incurred on signage and PPE, which will be reported once we know what they are.

Cash flow

So far in May there has been very little activity on the bank accounts. A summary of the balances at 6th May is given overleaf:

	£		
Current a/c and overnight deposit	384,073		
Lloyds 30-day notice	102,476		
CAF Bank	206,162		
Charity Bank	252,967		
Total balances	<u>945,678</u>		

Cheryl Gentry
Finance & Administration Manager
12th March 2020

Malvern Hills Trust														
General fund - worst case Covid-19 lost income 2020/21, updated 12th May 2020														
Vulnerable areas of income shown in red														
Income category	April	May	June	July	August	Sept	October	Nov	Dec	January	February	March	Budget for the year	Note
	£	£	£	£	£	£	£	£	£	£	£	£	£	
4000 - Levy MHDC	0	0	242,050	0	0	0	0	0	242,050	0	0	0	484,100	
4005 - Levy Hereford Council	25,375	0	0	0	0	25,375	0	0	0	0	0	0	50,750	
4010 - WCC annual grant	10,700	0	0	0	0	0	0	0	0	0	0	0	10,700	
4015 - Other grants	917	917	917	917	917	917	917	917	917	917	917	917	11,000	
4100 - Car park meter takings	20,129	27,650	17,370	15,581	27,187	16,330	20,987	11,205	19,255	13,078	19,783	17,446	226,000	1
4110 - Residents' passes	0	12,569	11,341	1,216	990	722	535	390	258	337	171	471	29,000	2
4120 - Annual passes	0	2,455	2,455	2,455	2,455	2,455	2,455	2,455	2,455	2,455	2,455	2,455	27,000	2
4200 - Donations	333	333	333	333	333	333	333	333	333	333	333	333	4,000	
4300 - Property rentals	758	758	758	758	758	758	758	758	758	758	758	758	9,100	
4310 - Land rentals	622	622	622	622	622	622	622	622	622	622	622	622	7,458	
4320 - Sundry rentals	58	58	58	58	58	58	58	58	58	58	58	58	700	
4330 - Fairs and circuses	0	375	0	0	375	0	0	0	0	0	0	0	750	
4340 - Ice Cream concessions	208	208	208	208	208	208	208	208	208	208	208	208	2,500	
4360 - Wayleaves	0	0	0	0	0	0	5,000	0	0	0	0	0	5,000	
4380 - AONB contribution	517	517	517	517	517	517	517	517	517	517	517	517	6,200	
4370 - Sales of books, leaflets and maps	21	21	21	21	21	21	21	21	21	21	21	21	250	
4400 - Administration charges levied	83	83	83	83	83	83	83	83	83	83	83	83	1,000	
4410 - Compensation for work on land	83	83	83	83	83	83	83	83	83	83	83	83	1,000	
4420 - Sundry income	333	333	333	333	333	333	333	333	333	333	333	333	4,000	
4425 - Fishing permits	4	4	4	4	4	4	4	4	4	4	4	4	50	
4510 - Bank interest receivable	167	167	167	167	167	167	167	167	167	167	167	167	2,000	
4600 - Tfrs from other funds - invt inc 50 %	831	831	831	831	831	831	831	831	831	831	831	831	9,975	3
4601 - Tfrs from other funds - invt inc 50 %	831	831	831	831	831	831	831	831	831	831	831	831	9,975	
4600 - Tfrs from other funds - staff time	92	92	92	92	92	92	92	92	92	92	92	92	1,100	
4700 - Profit on disposal of fixed assets	0	0	2,000	2,000	0	0	0	0	0	0	0	0	4,000	
	62,063	48,908	281,075	27,111	36,865	50,740	34,835	19,909	269,877	21,728	28,267	26,231	907,608	
Worst case lost income	24,548	4,794	6,419	4,419	4,794	4,419	4,419	4,419	4,419	4,419	4,419	4,419		
Cumulative worst case lost income	24,548	29,343	35,762	40,181	44,976	49,395	53,815	58,234	62,653	67,073	71,492	75,912		
Notes														
1 Car parks re-opening 14th May 2020. Assume full budget for May 2020 will be met.														
2 Residents' and annual pass sales to recommence 18th May 2020. Assume full budget for the year will be met.														
3 Advice from Brewin Dolphin is to budget for 50% reduction in planned investment income as a prudent measure.														