

Malvern Hills Trust  
General fund budget 2022/23

Forecast for 2021/22 at Nov 21 £		Budget 2022/23 £	Prior year budget £
513,150	4000 - Levy MHDC	538,800	513,150
53,800	4005 - Levy Hereford Council	56,500	53,800
11,100	4010 - WCC annual grant	11,655	11,100
0	4015 - Other grants	5,000	11,000
324,369	4100 - Car park meter takings	311,000	275,000
28,858	4110 - Residents' passes	29,000	25,000
31,371	4120 - Annual passes	32,000	29,000
2,233	4125 - Parking fines	2,000	2,000
1,966	4200 - Donations	3,000	2,000
9,067	4300 - Property rentals	9,100	9,100
7,153	4310 - Land rentals	8,000	8,100
1,070	4320 - Sundry rentals	50	360
0	4330 - Fairs and circuses	750	750
3,100	4340 - Ice Cream concessions	3,000	2,500
5,918	4360 - Wayleaves	5,000	5,000
6,400	4380 - AONB contribution	6,700	6,400
7	4370 - Sales of books, leaflets and maps	250	0
242	4400 - Administration charges levied	100	0
1,030	4410 - Compensation for work on land	1,050	1,030
4,000	4420 - Sundry income	4,080	4,000
50	4425 - Fishing permits	50	50
294	4510 - Bank interest receivable	200	400
1,500	4700 - Profit on disposal of fixed assets	20,000	1,500
<b>1,007,037</b>	<b>Total income</b>	<b>1,047,285</b>	<b>961,240</b>
	Land management expenses		
17,820	5000 - Contract labour	17,200	13,820
4,720	5005 - Drainage works	4,200	5,720
12,560	5010 - Vehicle and equipment expenses	12,900	12,560
8,500	5015 - Field staff vehicles fuel	10,200	8,500
1,850	5025 - Hire of plant and equipment	2,000	1,850
7,160	5030 - Skip hire	7,800	7,160
25,000	5035 - Treework	26,000	20,000
3,700	5040 - Grass cutting	3,900	3,700
9,800	5045 - Purchase of materials	14,000	9,800
1,030	5046 - Purchase of tools under £500	1,000	1,030
1,700	5050 - Protective clothing	1,700	1,700
1,550	5055 - Field consultancies	1,600	1,550
3,200	5060 - Tree safety survey	3,300	3,200
600	5065 - Conservation volunteers	1,100	1,100
510	5070 - Evendine Spring	500	510
2,800	5080 - Gardening	3,000	2,800
250	5085 - Management plan	0	250
<b>102,751</b>	<b>Total land management expenses</b>	<b>110,400</b>	<b>95,250</b>
	Visitor services expenses		
7,545	5200 - Parking meters maintenance and repairs	8,200	7,545
15,100	5210 - Parking meters IT costs and transaction charges	15,000	14,650
1,182	5220 - Parking meters - tickets	1,000	1,000
2,255	5230 - Parking passes printing costs	2,900	2,700
5,000	5240 - Car park repairs	8,000	5,000
86	5250 - Other car park expenses	0	0
5,200	5300 - Wardens' vehicles fuel	6,200	5,200
3,250	5310 - Wardens' vehicle maintenance	3,500	3,250
1,204	5320 - Wardens' uniform and PPE	1,000	1,000
2,000	5330 - Wardens' tools and equipment	2,000	2,000
1,750	5340 - Wardens' mobile phones	1,200	1,750
261	5350 - Wardens other expenses	66	0
<b>44,832</b>	<b>Total visitor services expenses</b>	<b>49,066</b>	<b>44,095</b>
	Communications and public engagement expenses		
1,000	5400 - Leaflets	2,000	4,000
330	5405 - Council tax payers leaflet	400	500
750	5410 - Annual report	750	750
600	5415 - Newsletters	200	600
1,000	5420 - Campaigns	4,000	4,000
1,000	5425 - Signs	4,000	1,000
2,000	5440 - Events programme	2,000	2,000
0	5445 - Exhibitions	1,500	1,500
500	5455 - Other PR expenses	500	500
0	5456 - Annual picnic	250	250
243	5500 - Fundraising expenses	200	200
10,000	5510 - Communications support and engagement	10,000	10,000
<b>17,423</b>	<b>Total communications and public engagement expenses</b>	<b>25,800</b>	<b>25,300</b>

Malvern Hills Trust  
General fund budget 2022/23 - cont'd

Forecast for 2021/22 at Nov 21 £		Budget 2022/23 £	Prior year budget £
	Administration and governance expenses		
2,395	6000 - General rates	2,600	3,200
1,254	6001 - Rates British Camp car park	1,400	1,300
4,300	6005 - Water rates	4,400	4,300
13,000	6010 - Buildings maintenance	13,000	13,000
4,545	6015 - Electricity	6,000	5,300
1,053	6016 - Pay & Display meters electricity	1,500	1,060
1,371	6020 - Gas	1,600	1,600
3,013	6025 - Telephones - landlines	2,600	3,600
1,290	6030 - Mobile phones (exc wardens)	1,400	1,290
30,000	8015 - Depreciation - land management equipment	34,000	37,000
5,000	8020 - Depreciation - office equipment	5,000	5,500
29,000	6045 - Insurance	31,000	30,900
3,000	6050 - Office equipment maintenance	3,100	3,000
1,630	6055 - Office equipment purchases under £500	1,500	1,630
1,757	6060 - Photocopier	1,800	1,750
4,500	6065 - IT support costs	4,000	4,500
9,115	6066 - IT other costs	10,500	8,050
300	6070 - Website	1,000	300
28,238	6075 - Legal fees exc governance	25,000	15,000
1,000	6080 - Valuation fees	1,100	1,000
7,000	6085 - Audit fee	7,140	7,000
2,160	6095 - HR consultant	2,203	2,160
10,650	6100 - Other professional fees	9,500	4,650
500	6210 - Room hire	1,000	300
3,000	6215 - Training - Board	3,060	3,000
850	6105 - Subscriptions	900	850
4,650	6110 - Bank charges	4,750	4,650
3,500	6040 - Postage	1,700	1,600
3,500	6125 - Stationery	3,570	3,500
350	6135 - Recycling	250	220
5,000	6035 - Cleaning	5,100	5,000
3,400	6140 - Travelling expenses	4,500	4,192
1,275	6145 - Miscellaneous expenses	1,800	1,750
500	6120 - Newspaper ads	510	500
<b>192,094</b>	<b>Total administration and governance expenses</b>	<b>198,483</b>	<b>182,652</b>
154,244	7000 - Basic salaries - Field Staff	147,500	161,656
79,379	7005 - Basic salaries - Wardens	86,600	86,400
230,565	7010 - Basic salaries - office based staff	230,700	222,900
350	7015 - Basic salaries - casual staff	0	3,000
12,523	7021 - Employer's NI - Field Staff	12,900	15,696
6,812	7025 - Employer's NI - Wardens	6,400	8,500
23,509	7030 - Employer's NI - office based staff	22,800	23,700
21,934	7040 - Pension Contributions - Field Staff	22,000	26,766
9,499	7045 - Pension Contributions - Wardens	11,300	11,300
36,750	7050 - Pension contributions - office based staff	38,200	36,900
66,100	7055 - LGPS lump sum deficit contributions	69,000	66,100
2,500	7060 - Group life assurance	3,000	2,500
6,900	7070 - Training - staff	10,000	6,900
2,127	7075 - Recruitment	2,000	2,000
<b>653,192</b>	<b>Total staff costs</b>	<b>662,400</b>	<b>674,318</b>
(3,255)	Surplus/(deficit) for the year before transfers	1,136	(60,375)
(85,890)	Transfer to other funds	(17,890)	(17,890)
18,450	Transfers from other funds	17,762	18,450
(70,695)	Surplus/(deficit) for the year after transfers	1,008	(59,815)
439,725	General fund brought forward	369,030	439,725
<b>369,030</b>	<b>General fund carried forward</b>	<b>370,039</b>	<b>379,910</b>

Capital items from the General fund

Printers and IT replacements	3,000
Archive cabinet	2,200
Laptop Operations Manager	900
Chain saws	2,000
Brush cutters	2,000
ATV vehicle for Field Staff	20,000
Van - Electric Warden	24,000
5 or 8 tonne trailer	5,000
3.5 ton twin axle plant trailer	3,500
2.7 ton forwarding trailer (timber)	6,000
	<b>68,600</b>

Malvern Hills Trust  
Designated funds budget for the year ended 31st March 2023

N/C	Unrestrict	Modernisati	Dog	Fundraisin	Election	Tree	Ash	CS		CS	HLS	HLS	Grazing	Single	Total		
	d Gifts	on of Acts	campaign	g	exps des	disease	dieback	CS North &	Castlemort	Southern	HLS Chase	Castlemort	Southern	HLS Old		reserve	Payment
	£	£	£	£	£	£	£	Central	on (est)	Hills	End	on	Hills	Hills	£	£	
4015 - Other grants	2,000	0	0	0	0	0	0	0		0	0	0	0	0	0	4,240	6,240
4020 - Stewardship annual grants	0	0	0	0	0	0	0	76,000	55,000	17,832	3,144	0	0	5,176	0	0	157,152
4025 - Stewardship capital grants	0	0	0	0	0	0	0	0	5,500	16,732	0	0	0	0	0	0	22,232
4310 - Land rentals	0	0	0	0	0	0	0	2,279	300	0	0	0	0	0	0	0	2,579
4325 - Licences	0	0	0	0	0	0	0	5,500	0	750	0	0	0	0	0	0	6,250
<b>Total income</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>83,779</b>	<b>60,800</b>	<b>35,314</b>	<b>3,144</b>	<b>0</b>	<b>0</b>	<b>5,176</b>	<b>0</b>	<b>4,240</b>	<b>194,453</b>
5000 - Contract labour	0	0	0	0	0	0	0	4,000	5,500	17,267	500	0	0	1,000	0	2,000	30,267
5100 - Graziers	0	0	0	0	0	0	0	62,400	40,000	15,000	0	0	0	1,382	0	0	118,782
5110 - Stewardship schemes direct costs	0	0	0	0	0	0	0	3,000	5,000	2,219	2,083	0	0	500	0	0	12,802
5035 - Treework	0	0	0	0	0	0	68,000	0	0	0	0	0	0	0	0	0	68,000
5400 - Leaflets	0	0	1,501	0	0	0	0	0	0	0	0	0	0	0	0	0	1,501
5450 - Outside events	0	0	500	0	0	0	0	0	0	0	0	0	0	0	0	0	500
5425 - Signs	12,500	0	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	14,000
5435 - Interpretation boards	18,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,000
6100 - Other professional fees	2,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000
<b>Total expenditure</b>	<b>32,500</b>	<b>0</b>	<b>3,501</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>68,000</b>	<b>69,400</b>	<b>50,500</b>	<b>34,486</b>	<b>2,583</b>	<b>0</b>	<b>0</b>	<b>2,882</b>	<b>0</b>	<b>2,000</b>	<b>265,852</b>
Surplus/(deficit) for the period before transfers	(30,500)	0	(3,501)	0	0	0	(68,000)	14,379	10,300	828	561	0	0	2,294	0	2,240	(71,399)
4600 - Transfers from other funds	0	0	0	0	5,000	12,890	68,000	0	0	0	0	0	0	0	0	0	85,890
5105 - Transfer to general fund - stewardship staff time	0	0	0	0	0	0	0	0	0	0	(367)	0	0	(605)	0	0	(972)
8100 - Transfers to other funds	(68,000)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(68,000)
Surplus/(deficit) for the period after transfers	(98,500)	0	(3,501)	0	5,000	12,890	0	14,379	10,300	828	194	0	0	1,689	0	2,240	(54,481)
Reserves brought forward	434,703	34,899	3,501	5,000	7,207	1,975	0	107,515	0	9,331	1,866	39,134	0	28,775	22,988	16,960	713,854
<b>Reserves carried forward</b>	<b>336,203</b>	<b>34,899</b>	<b>0</b>	<b>5,000</b>	<b>12,207</b>	<b>14,865</b>	<b>0</b>	<b>121,894</b>	<b>10,300</b>	<b>10,159</b>	<b>2,060</b>	<b>39,134</b>	<b>0</b>	<b>30,464</b>	<b>22,988</b>	<b>19,200</b>	<b>659,373</b>

Cash movement		
Surplus/(deficit) as above		(54,481)
(Increase)/decrease in debtors		0
Increase/(decrease) in creditors		0
Net increase/(decrease) in cash		(54,481)
Cash brought forward		567,084
<b>Cash carried forward</b>		<b>512,603</b>

Malvern Hills Trust  
Restricted funds budget for the year ended 31st March 2023

N/C	Parliamentary fund	Capital Outlay d'chgd	Lands	Lands	Restricted Gift fund	Picnic bench donations	NIM book	Tree donation scheme	Boost for biodiversity	FIPL	Donkey Shed	SDF fund	Total
			Purchase fund	Maintenance fund						foothill connection			
	£	£	£	£	£	£	£	£	£	£	£	£	£
4015 - Grants	0	0	0	0	0	0	0	0	0	0	20,000	0	20,000
4500 - Investment income @ 3%	11,863	0	27,983	5,527	0	0	0	0	0	0	0	0	45,372
4600 - Transfers from other funds	0	106,000			0	0	0	0	0	0	0	0	106,000
<b>Total income</b>	<b>11,863</b>	<b>106,000</b>	<b>27,983</b>	<b>5,527</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>171,372</b>
5000 - Contract labour	3,000	0	0	0	0	0	0	0	0	0	20,000	0	23,000
6115 - Investment manager's charges @ 0.6%	2,373	0	5,597	1,105	0	0	0	0	0	0	0	0	9,074
8005 - Depreciation - impts to I&b	0	100,200	0	0	0	0	0	0	0	0	0	0	100,200
8100 - Transfers to General fund	(11,263)	0	0	(5,527)	0	0	0	0	0	0	0	0	(16,790)
8100 - Transfers to COD (capital items purchased) <sup>1</sup>	106,000	0	0	0	0	0	0	0	0	0	0	0	106,000
<b>Total expenditure</b>	<b>100,110</b>	<b>100,200</b>	<b>5,597</b>	<b>(4,422)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>221,484</b>
<b>Surplus/(deficit) for the period</b>	<b>(88,247)</b>	<b>5,800</b>	<b>22,386</b>	<b>9,948</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,112)</b>
Reserves brought forward	395,425	1,556,824	932,752	184,224	9,707	183	2,733	700	2,979	11,200	0	453	3,097,180
Reserves carried forward	307,178	1,562,624	955,138	194,172	9,707	183	2,733	700	2,979	11,200	0	453	3,047,068

Cash movement	
Surplus/(deficit) as above	(50,112)
Add back COD movement (not cash)	(5,800)
Add back funds transferred from investment portfolio to cover expenditure less LA investment income retained in portfolio	106,000
Net increase/(decrease) in cash	22,105
Cash brought forward	49,823
Cash carried forward	71,928

1 Capital items purchased from Parliamentary fund	
Blac khill car park upgrade	6,000
Lower Shed	100,000
	<u>106,000</u>

## Malvern Hills Trust Cash flow movement by fund group 2022/23

	General fund £	Designated funds £	Restricted funds £	Total £
Cash balances brought forward	289,450	567,084	49,823	906,357
Net cash inflow/(outflow)	(28,592)	(54,481)	22,105	(60,968)
Cash balances carried forward	260,858	512,603	71,928	845,389

### General fund monthly cash flow

	April £	May £	June £	July £	August £	September £	October £	November £	December £	January £	February £	March £
Surplus/(deficit) for the period	(23,014)	(25,615)	215,576	(47,935)	(41,519)	(48,421)	(22,370)	(60,719)	217,892	(50,597)	(61,060)	(51,210)
Add back depreciation	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250
Less capital expenditure	(68,600)	0	0	0	0	0	0	0	0	0	0	0
Net cash inflow/(outflow)	(88,364)	(22,365)	218,826	(44,685)	(38,269)	(45,171)	(19,120)	(57,469)	221,142	(47,347)	(57,810)	(47,960)
Cash balance brought forward	289,450	201,086	178,721	397,548	352,863	314,594	269,423	250,303	192,834	413,975	366,628	308,818
Cash balance carried forward	201,086	178,721	397,548	352,863	314,594	269,423	250,303	192,834	413,975	366,628	308,818	260,858

## Malvern Hills Trust

### Forecast Balance Sheet as at 31st March 2023

	Opening balance sheet 1.4.22	Closing balance sheet 31.3.22
Fixed assets		
Tangible assets	1,668,862	1,704,262
Investments	1,487,007	1,408,990
	<u>3,155,869</u>	<u>3,113,252</u>
Current assets		
Livestock	25,320	25,320
Debtors, prepayments and accrued income	51,545	51,545
Stewardship grant accrual	158,224	158,224
Cash at bank	906,357	845,389
	<u>1,141,446</u>	<u>1,080,478</u>
Creditors: Amounts falling due within one year	117,251	117,251
Net current assets	<u>1,024,195</u>	<u>963,227</u>
Pension FRS 102 liability	(2,256,000)	(2,256,000)
Net assets	<u><u>1,924,064</u></u>	<u><u>1,820,479</u></u>
Represented by funds:		
Unrestricted - General Fund	369,030	370,039
Unrestricted - Designated funds	713,854	659,373
Unrestricted - Pension FRS 102 liability	(2,256,000)	(2,256,000)
Restricted funds	3,097,180	3,047,068
	<u>1,924,064</u>	<u>1,820,479</u>