

Stratfield Mortimer Parish Council

Full Council 13/10/2022

Queen's Platinum 70th Jubilee Financial Report

Agenda item 22/068 2: To receive a report and financial status on the Queen's Platinum 70th Jubilee.

This report and document **22-068 2.1 Queens Platinum Income and Expenditure** represent the position as of 1st of October 2022. Further comments and queries have since been received from the Queen's Platinum 70th Jubilee Working Party which are still to be considered.

Summary

This document summarises and explains the finances of Queen's Platinum Jubilee Celebrations in Mortimer held from 2nd to 4th June 2022. The conclusions are that (to the nearest pound) income was £53,254, expenditure was £61,340. Thus, the cost of the event to SMPC was £8,086. Of this, £2,996 went to local charities for help in running the event leaving other incurred costs of £5,100. The latter equates to £2.99 per Band D property in the parish.

Introduction

The Jubilee celebrations were officially an event of Stratfield Mortimer Parish Council (SMPC). The detailed planning and execution were undertaken by a working group led by Cllr Simon Beard. The group comprised some councillors along with a much greater number of others from the village and other organisations. Whilst many people contributed to the event, the two main organisations involved were Mortimer Music Live (MML) and Mortimer Village Partnership (MVP).

MML were responsible for all technical aspects of the stage events, arranging the Saturday daytime and evening stage acts and the bars. MVP were responsible for the catering concessions, the market stalls on the Saturday and a refreshment tent. Members of the working group were responsible for the other parts of the event such as the beacon lighting on Thursday evening, the grand procession and car show on Saturday, the Lancaster flypast, the music and sports events on Saturday afternoon, the Lucy Ticket draw and the firework display.

There was obviously a lot of administration involved: placing orders, producing risk assessments, advertising, obtaining insurance, organising road closures etc. Some of this was coordinated by SMPC officers. MML and MVP and others contributed to these aspects.

Originally the working group had not intended to have an event on Friday evening. MML asked whether they could run an event that evening using the stage and facilities that were in place. They would pay for the acts from the bar profits on the Friday evening. This was agreed and 'Moulin Mortimer' took place on Friday evening.

The above introduction is necessary to understand the accounts. The accompanying spreadsheets show the details of the finance.

Details of the Accounts

The spreadsheet '**Income and Expenditure**' has columns for SMPC, MML and for the Total. In this description figures are rounded to the nearest £ for clarity.

For SMPC the sources of income were Sponsorship (£9,267), Lucky Ticket sales net of cash prizes (£4,063), Funfairs (£4,950), Market Row (£1,249), Food Concessions (£2,275) and MVP refreshments (£962). Full breakdown of these amounts are given on the '**SMPC Breakdown**' spreadsheet. It should be noted that the funfairs paid their commissions in cash before leaving the site. Burnett's funfair came back two days later stating that they had overpaid their commission by £400. This was refunded to them and appears as an expenditure item under Sundries. The net surplus of £49.35 from MML is explained later.

Expenditure directly from SMPC funds totalled £30,950 as show in the SMPC Expenditure column. Full details of the items contributing to each heading are shown in the '**SMPC Breakdown**'. The majority of these items were approved by the Chairman and Clerk under delegated powers and reported to Full Council at each meeting. It is worth noting that Purchase Orders for a nominal fee of £1.00 each were placed on Claude Fenton (telehandler) and Hadley skip hire but neither company raised invoices and did not charge for their services.

The MML column of '**Income and Expenditure**' shows the gross bar income on Saturday night, the income from the sales of the commemorative glasses and income of £5,000 from SMPC before the event to help with MML cashflow.

Bar profits were a major source of income, and it is necessary to explain how the bars were organised. The bars were stocked by MML and staffed by volunteers from the Burghfield Santas. Details are given in the lower part of Columns F and G on the '**MML Breakdown**' spreadsheet. The bar costs totalled £14,463. The 'DYB Coin Volunteer Donations' item result from the way the Santa's enrol volunteers. Local bodies and charities, registered with Do Your Bit Coin, receive a share of funds raised at the event where individuals have volunteered. Thus, this £960 has been donated to local charities.

The bar takings are shown as 'Wet Revenue' and the costs have been allocated to Friday and Saturday in the same proportion as income giving gross surpluses for each night. The arrangement with the Santas was they would run the bars for 20% of the surplus so SMPC paid £2,036 for Saturday and MML £882 for Friday. The total of £2,918 has been paid to the Thames Valley Air Ambulance via the Burghfield Santas. The Burghfield Santas are a fundraising organisation incorporated to Thames Valley Air Ambulance. For SMPC the net bar revenue for Saturday was, therefore £8,142.

The purchase and sale of commemorative glasses were accounted separately from the bar receipts. At present this shows a deficit of £914, though the unsold glasses belong to SMPC.

The plan is for the glasses to be sold at future events with the additional revenue further offsetting the costs of the Jubilee event.

The part of the '**MML Breakdown**' headed 'Debit - MML' shows the items that MML paid for. Artists Total (£2,210) is for the Saturday daytime and night stage acts. Artist Riders (£250) were '*backstage refreshments for artists, in reality, this was mostly bottled water used by the crew throughout the event, including build and take down*'.

Crew Total (£2,154) is the cost of the stage crew. As MML explained '*The stage crew are paid as it's a specialist role, similar to security and first aid. None of those paid were MML directors - we donate our time for free. It's worth saying that most crew were on reduced day rates (for example, a sound engineer would command £500 per day). It was a busy weekend so the only way we could secure our workforce*'.

Crew Catering (£600) is explained as '*Agreed with the committee, we arranged crew catering via Burghfield Bites who provided food across the weekend for those working. This was a cheaper option than providing meal tokens that could be redeemed at food vendors (usually £6 per meal, per person). I think we had some 250 meals provided over the weekend so a considerable saving*'.

MML further explained, '*The cost of Security (£3,465) was greater than originally planned as the committee agreed that occurrences on Friday meant that increased security was required for Saturday.*'

The part of the '**MML Breakdown**' headed 'Debit - SMPC' shows the items that SMPC ordered and paid for directly relevant to the MML stage activities. The individual items have been listed on the '**SMPC Breakdown**' and form part of the SMPC Expenditure.

The MML net position for the Friday night revenue minus costs was £29.76, though this is not relevant to SMPC's costs.

The section headed 'Totals MML Balancing' summarises the situation regarding exchanges of funds between MML and SMPC. The difference between Total Revenue and Revenue retained by MML is £8,143 (this figure is correctly the same as Saturday Net Bar Revenue). Subtracting the loss from the unsold glasses means that MML revenue to be released to SMPC is £7,228. The total expenditure (£12,179) on behalf of SMPC is the sum of the items shown above as debit MML. Bearing in mind the £5,000 forwarded to MML to assist with cashflow, the net conclusion is that MML owe SMPC £49.35. This is also shown on the SMPC income as described earlier.

Returning to the '**Income and Expenditure**' sheet we have the total income for the Jubilee celebrations of £53,253.93 and the total expenditure of £61,339.83. The net cost, therefore, to SMPC of the entire event prior to accounting for the money donated to local charities, was £8085.90.

The efficient arrangement with the Burghfield Santas for manning the bars meant that they received a total of £3,878.10 (£2,995.66 from SMPC and £882.44 from MML) for charity.

The costs to SMPC were giving £2995.66 to local charities for help in running the event and incurred costs of £5,100.24 (£8085.90 - £2,995.66). The latter is equivalent to £2.99 per Band D property.

MD/LH 06/10/2022