

Tavistock Town Council

Budget Monitoring Report 30th September 2021

Year to 30th September 2021 = 50% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent
Total Expenditure	£ 1,077,674	£ 624,125	£ 1,776,995	£ 1,152,870	£ 35,876	£ 1,116,994	37.1%
Total Income	£ 1,447,920	£ 1,390,553	£ 1,697,967	£ 307,414			81.9%
Net Expenditure over Income	£ 370,246	£ 766,428	-£ 79,028	£ 845,456			

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
3001	COST OF SALES-DRINK	1383	1691	8000	6309	0	6309	21.1%	
3011	BAR SUPPLIES	658	200	350	150	0	150	57.2%	
3020	Purchase Promotional Material	0	0	500	500	0	500	0.0%	
	Total Direct	2040	1891	8850	6959	0	6959	21.4%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	597155	300055	822928	522873		522873	36.5%	Savings area-reduced staffing
4003	Pension Added Years	0	0	1100	1100		1100	0.0%	
4004	WAGES	809	4277	3000	(1,277)		(1,277)	142.6%	Agency Workers (see report)
4005	Temporary/Agency Staff	3200	22231	0	(22,231)		(22,231)	0.0%	Inc'd costs (see 4001 above)
4006	PROTECTIVE CLOTHING/UNIFORMS	1973	2503	3000	497	76	421	86.0%	
4007	CONFERENCES/MEETINGS	82	269	2250	1981	907	1074	52.3%	Savings area
4008	COURSES/TRAINING	1497	3696	8000	4304	677	3628	54.7%	Savings area
4009	TRAVEL	50	0	1125	1125		1125	0.0%	Savings area
4010	MISC STAFF COSTS	2660	159	200	41		41	79.5%	
4011	RATES	118239	114067	131695	17628		17628	86.6%	Typically annual
4012	WATER RATES	7151	3854	15425	11571		11571	25.0%	
4014	ELECTRICITY	17472	5377	36400	31023		31023	14.8%	Awaiting invoices
4015	GAS	9921	5210	26250	21041		21041	19.8%	Awaiting invoices
4016	CLEANING AND RUBBISH	29145	13970	52110	38140	6595	31545	39.5%	Committed future spend (Depot)
4017	License - PC Software	3231	1268	3350	2082		2082	37.9%	
4020	MISC EXPENSES	5809	538	21450	20912	3677	17236	19.6%	Savings area (GF refers)
4021	Tel. Calls/Service & Broadband	10443	5815	11050	5235	20	5215	52.8%	
4022	POSTAGE	1568	924	3100	2176	308	1868	39.7%	
4023	STATIONERY/PRINTING	1989	855	4700	3845	703	3142	33.2%	
4024	SUBSCRIPTIONS	3638	3383	2598	(785)		(785)	130.2%	Typically annual

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4025	INSURANCE	32424	21275	28500	7225		7225	74.6%	Principally annual
4027	Photocopier hire and usage	6754	3542	5500	1958		1958	64.4%	
4028	REGALIA	376	0	250	250		250	0.0%	
4029	TOWN ADVERTISING	310	1000	4000	3000		3000	25.0%	Savings area
4030	RECRUITMENT ADVTG	1436	1842	1500	(342)	168	(510)	134.0%	Recruitment difficulties
4031	OTHER ADVERTISING	5042	1973	20000	18027	1456	16571	17.1%	Savings area
4032	WEBSITE DESIGN/M'TCE	305	200	600	400		400	33.3%	
4033	CIVIC BALL EXPENDTRE	0	2675	3500	825		825	76.4%	Some add exp to be processed
4034	PUBLIC RELATIONS	0	140	2500	2360		2360	5.6%	
4036	PROPERTY MAINTENANCE	15402	9448	122098	112650	12111	100539	17.7%	2020 c/f included
4037	GROUNDS MAINTENANCE	12678	13714	47277	33563	297	33265	29.6%	2020 c/f included
4038	CONTRACT MAINTENANCE	20761	11070	34050	22980	1195	21785	36.0%	
4041	EQUIPMENT HIRE	969	884	1800	916	85	832	53.8%	Includes Cherry Picker
4042	EQUIPMENT MAINT'CE	5038	3610	21100	17490	1188	16301	22.7%	
4043	VEHICLE RUNNING COST	10450	6300	16750	10450	39	10411	37.8%	
4044	PERFORMING RIGHTS	2799	582	3500	2918		2918	16.6%	
4045	I T MAINTENANCE/SUPPORT	12857	4806	14050	9244	115	9129	35.0%	
4046	EQUIPMENT PURCHASE	6824	3987	15000	11013	3446	7567	49.6%	
4047	GEN\WKS MGRS BUDGET	700	20	2000	1980		1980	1.0%	Savings area
4048	PARK & RIDE EXPEND	0	0	11500	11500		11500	0.0%	2021 Event cancelled
4050	POOP SCOOP/DOG WARDEN	5358	0	7000	7000		7000	0.0%	Build periodically
4051	BANK CHARGES	2891	1871	4000	2129		2129	46.8%	
4053	LOAN INTEREST	21112	8201	22762	14561		14561	36.0%	
4054	LOAN CAPITAL REPAID	36208	21096	42265	21169		21169	49.9%	
4055	Professional Fees (other)	0	0	2000	2000	150	1850	7.5%	
4056	LEGAL EXPENSES	21744	3927	27500	23574		23574	14.3%	
4057	AUDIT FEES	3236	(402)	4040	4442		4442	(10.0%)	Accounting adj/prior year refers
4058	Professional Fees - Properties	11151	3354	12000	8646		8646	27.9%	
4059	ACCOUNTANCY FEES	5522	(315)	5000	5315		5315	(6.3%)	Accounting adj/prior year refers
4062	MAYORS ALLCE	0	1000	2000	1000		1000	50.0%	Paid twice yearly
4063	Civic/Ceremonial Expenses	370	1262	5000	3738	25	3713	25.7%	
4064	TWINNING EXPENSES	0	0	250	250		250	0.0%	
4065	ELECTIONS	0	0	1500	1500		1500	0.0%	
4067	COMMUNITY GRANTS	10951	0	17500	17500		17500	0.0%	Savings area
4073	PATHS MAINTENANCE	0	0	2500	2500		2500	0.0%	Currently spent on 4037
4076	TOWN SIGNS	0	0	600	600		600	0.0%	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Rcvd	Notes
1044	MARKET LOCK-UPS - INVOICE	5806	12462	28140	15678			44.3%	
1045	MARKET CARRIER BAGS	328	271	250	(21)			108.5%	
1046	WATER RATES RECOVERY	2516	727	240	(487)			302.8%	
1050	CAR PARK FEES	3845	7389	20000	12611			36.9%	
1060	GOOSE FAIR INCOME	0	0	41500	41500			0.0%	2021 Event cancelled
1061	PARK & RIDE INCOME	0	0	6500	6500			0.0%	2021 Event cancelled
1068	Legal Fees Recovered	2770	77	0	(77)			0.0%	
1071	STAFF COSTS RECOVERED	965	447	0	(447)			0.0%	
1072	Grant Funding -WHS G'hll Proj	20368	33005	0	(33,005)			0.0%	Nearing conclusion
1074	Government Grants	68702	5010	0	(5,010)			0.0%	
1076	PRECEPT	728255	800316	800316	0			100.0%	Paid in two instalments
1080	MISC INCOME	9231	4229	1510	(2,719)			280.0%	
1081	Garden Festival Income	(1,970)	0	0	0			0.0%	2021 Event cancelled
1082	DEPOT SEAT INCOME	550	1100	500	(600)			220.0%	
1090	INTEREST RECEIVED	1880	69	1500	1431			4.6%	
1100	BAR SALES	(708)	1890	20000	18110			9.4%	Covid impact
1120	FOOD SALES	0	55	0	(55)			0.0%	
1130	Bar Extension & Licences	0	0	500	500			0.0%	
1175	PROCEEDS OF ASSET DISPOSALS	24903	0	0	0			0.0%	2020/21 Guildhall Cobbles-one off
	Total Income	1447920	1390553	1697967	307414	0	0	81.9%	

Note - income shown represents income invoiced, not necessarily yet received

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4078	Localism	50	0	20000	20000		20000	0.0%	See 4178
4083	CHE SOCIAL FUND	(6,565)	0	0	0		0	0.0%	Temp - discontinued
4089	H R & H & S SUPPORT	2450	122	2500	2378	900	1478	40.9%	
4091	TOWN HALL ENTERTAINERS	0	0	300	300		300	0.0%	
4092	TOILET CLEANING CONT (WDBC)	1000	(1,000)	1000	2000		2000	(100.0%)	
4093	TH MANAGER'S BUDGET	0	519	1000	481		481	51.9%	Savings area
4094	MARKET REEVE BUDGET	579	400	1000	600		600	40.0%	Savings area
4096	CLLR'S ALLOWANCE	7922	5338	8687	3349		3349	61.5%	
4097	CLlr IT Allowance	0	0	1000	1000		1000	0.0%	
4099	THT GRANT	0	0	35000	35000		35000	0.0%	Savings area
4102	ANCIENT MONUMENTS	0	226	1000	774		774	22.6%	
4108	CHRISTMAS LIGHTS	(307)	0	5000	5000	810	4190	16.2%	
4112	TOWN CLERK'S BUDGET	265	0	1000	1000	930	71	93.0%	Savings area
4114	ASST TC BUDGET	285	973	1000	27		27	97.3%	Savings area
4117	TOWN CLOCK	0	68	1500	1432		1432	4.5%	
4120	EX WDBC PUBLIC TOILETS	0	0	26000	26000		26000	0.0%	Savings area
4134	MAYORS F'RAISING DON'N	218	0	0	0		0	0.0%	
4135	TOWN CRIER EXPENSES	35	35	35	0		0	100.0%	
4136	TOWN HALL EVENTS COSTS	0	0	1000	1000		1000	0.0%	
4178	Neighbourhood Plan	0	39	0	(39)		(39)	0.0%	To be addressed through 4078
	Total Overhead	1075633	622234	1768145	1145911	35876	1110035	37.2%	
Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Rcvd	Notes
1000	INTERMENTS	29414	18591	24000	5409			77.5%	
1008	Insurance Claims Received	2687	0	0	0			0.0%	
1010	RENT RECEIVED - INVOICE	428085	305172	376961	71789			81.0%	Typically quarterly
1011	INSURANCE RECHARGED	2150	1900	2250	350			84.4%	Principally annually
1020	LETTING INCOME - INVOICE	28386	39093	36000	(3,093)			108.6%	Budget reduced v Covid
1021	EQUIPMENT HIRE INC	267	930	1500	570			62.0%	
1022	FORFEITED DEPOSITS	162	0	0	0			0.0%	
1023	TH KITCHEN LETTING INCOME	0	283	2000	1718			14.1%	Covid impact
1033	CIVIC BALL INCOME	(4,256)	2678	2500	(178)			107.1%	
1034	MAYOR'S FUNDRAISING	0	400	0	(400)			0.0%	
1040	MARKET TOLLS	89825	151818	326350	174532			46.5%	
1041	ELECTRICITY RECOVERY	207	150	450	300			33.3%	
1043	MARKET STORAGE	3553	2493	5000	2508			49.8%	