

Tavistock Town Council

Budget Monitoring Report 31st August 2021

Year to 31st August 2021 = 41.67% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent
Total Expenditure	£ 1,077,674	£ 528,756	£ 1,706,370	£ 1,177,615	£ 35,621	£ 1,141,994	33.1%
Total Income	£ 1,447,920	£ 835,228	£ 1,697,967	£ 862,739			49.2%
Net Expenditure over Income	£ 370,246	£ 306,472	-£ 8,403	£ 314,876			

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	620	8000	7380	772	6607	17.4%	
3011	BAR SUPPLIES	658	145	350	205		205	41.5%	
3020	Purchase Promotional Material	0	0	500	500		500	0.0%	
	Total Direct	2040	766	8850	8084	772	7312	17.4%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	597155	248595	829678	581083		581083	30.0%	Reduced staffing levels
4003	Pension Added Years	0	0	1100	1100		1100	0.0%	
4004	WAGES	809	3473	3000	(473)		(473)	115.8%	Agency Workers
4005	Temporary/Agency Staff	3200	18832	0	(18,832)		(18,832)	0.0%	
4006	PROTECTIVE CLOTHING/UNIFORMS	1973	2317	3000	683	76	607	79.8%	Mainly new unifoms
4007	CONFERENCES/MEETINGS	82	269	2250	1981	907	1074	52.3%	
4008	COURSES/TRAINING	1497	2305	8000	5695	662	5033	37.1%	inc Chapter 8/FAW/RoSPA
4009	TRAVEL	50	0	1125	1125		1125	0.0%	
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	3842	15425	11583		11583	24.9%	
4014	ELECTRICITY	17472	3841	36400	32559		32559	10.6%	Awaiting invoices
4015	GAS	9921	5073	26250	21177		21177	19.3%	Awaiting invoices
4016	CLEANING AND RUBBISH	29145	11160	45360	34200	6973	27227	40.0%	Committed future spend
4017	License - PC Software	3231	816	3350	2534		2534	24.4%	
4020	MISC EXPENSES	5809	470	21450	20980	3677	17303	19.3%	
4021	Tel. Calls/Service & Broadband	10443	4433	11050	6617	61	6556	40.7%	
4022	POSTAGE	1568	924	3100	2176		2176	29.8%	
4023	STATIONERY/PRINTING	1989	853	4700	3847	214	3633	22.7%	
4024	SUBSCRIPTIONS	3638	3039	2598	(441)		(441)	117.0%	Typically annual
4025	INSURANCE	32424	21275	28500	7225		7225	74.6%	Principally annual
4027	Photocopier hire and usage	6754	1905	5500	3595		3595	34.6%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4028	REGALIA	376	0	250	250		250	0.0%	
4029	TOWN ADVERTISING	310	483	4000	3517		3517	12.1%	more spent, to recode
4030	RECRUITMENT ADVTG	1436	1842	1500	(342)		(342)	122.8%	Recruitment difficulties
4031	OTHER ADVERTISING	5042	1941	20000	18059	738	17321	13.4%	Low due -COVID19 uncertainty
4032	WEBSITE DESIGN/M'TCE	305	200	600	400		400	33.3%	
4033	CIVIC BALL EXPENDTRE	0	0	3500	3500		3500	0.0%	
4034	PUBLIC RELATIONS	0	140	2500	2360		2360	5.6%	
4036	PROPERTY MAINTENANCE	15402	7964	68750	60786	12115	48671	29.2%	Budgets to be adjusted
4037	GROUNDS MAINTENANCE	12678	13624	30000	16376	200	16176	46.1%	Budgets to be adjusted
4038	CONTRACT MAINTENANCE	20761	11221	34050	22829	1195	21634	36.5%	
4041	EQUIPMENT HIRE	969	884	1800	916	85	832	53.8%	Includes Cherry Picker
4042	EQUIPMENT MAINT'CE	5038	3388	21100	17712	1188	16524	21.7%	
4043	VEHICLE RUNNING COST	10450	4619	16750	12131	1365	10766	35.7%	
4044	PERFORMING RIGHTS	2799	195	3500	3305		3305	5.6%	
4045	I T MAINTENANCE/SUPPORT	12857	3988	14050	10062	40	10022	28.7%	
4046	EQUIPMENT PURCHASE	6824	3411	15000	11589	898	10691	28.7%	
4047	GEN\WKS MGRS BUDGET	700	20	2000	1980		1980	1.0%	
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%	
4051	BANK CHARGES	2891	1475	4000	2525		2525	36.9%	
4053	LOAN INTEREST	21112	2843	22762	19919		19919	12.5%	
4054	LOAN CAPITAL REPAID	36208	11096	42265	31169		31169	26.3%	
4055	Professional Fees (other)	0	0	2000	2000	150	1850	7.5%	
4056	LEGAL EXPENSES	21744	5933	27500	21568		21568	21.6%	
4057	AUDIT FEES	3236	(402)	4040	4442		4442	(10.0%)	Accounting adj/prior year refers
4058	Professional Fees - Properties	11151	469	12000	11531		11531	3.9%	
4059	ACCOUNTANCY FEES	5522	(725)	5000	5725		5725	(14.5%)	Accounting adj/prior year refers
4062	MAYORS ALLCE	0	1000	2000	1000		1000	50.0%	Paid twice yearly
4063	Civic/Ceremonial Expenses	370	757	5000	4243	2475	1768	64.6%	
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%	
4073	PATHS MAINTENANCE	0	0	2500	2500		2500	0.0%	Currently spent on 4037
4076	TOWN SIGNS	0	0	600	600		600	0.0%	
4078	Localism	50	0	20000	20000		20000	0.0%	See 4178
4083	CHE SOCIAL FUND	(6,565)	0	0	0		0	0.0%	
4089	H R & H & S SUPPORT	2450	122	2500	2378	900	1478	40.9%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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%	
4094	MARKET REEVE BUDGET	579	400	1000	600		600	40.0%	
4096	CLLRS ALLOWANCE	7922	2728	8687	5959		5959	31.4%	
4097	Clr IT Allowance	0	0	1000	1000		1000	0.0%	
4099	THT GRANT	0	0	35000	35000		35000	0.0%	
4102	ANCIENT MONUMENTS	0	226	1000	774		774	22.6%	
4108	CHRISTMAS LIGHTS	(307)	0	5000	5000		5000	0.0%	
4112	TOWN CLERK'S BUDGET	265	0	1000	1000	930	71	93.0%	
4114	ASST TC BUDGET	285	840	1000	160		160	84.0%	
4117	TOWN CLOCK	0	68	1500	1432		1432	4.5%	
4120	EX WDBC PUBLIC TOILETS	0	0	26000	26000		26000	0.0%	
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	527990	1697520	1169530	34848	1134682	33.2%	
Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1000	INTERMENTS	29414	16687	24000	7313			69.5%	
1008	Insurance Claims Received	2687	0	0	0			0.0%	
1010	RENT RECEIVED - INVOICE	428085	198245	376961	178716			52.6%	Typically quarterly
1011	INSURANCE RECHARGED	2150	1750	2250	500			77.8%	Principally annually
1020	LETTING INCOME - INVOICE	28386	30716	36000	5284			85.3%	
1021	EQUIPMENT HIRE INC	267	500	1500	1000			33.3%	
1022	FORFEITED DEPOSITS	162	0	0	0			0.0%	
1023	TH KITCHEN LETTING INCOME	0	10	2000	1990			0.5%	
1033	CIVIC BALL INCOME	(4,256)	0	2500	2500			0.0%	
1040	MARKET TOLLS	89825	125484	326350	200866			38.5%	
1041	ELECTRICITY RECOVERY	207	150	450	300			33.3%	
1043	MARKET STORAGE	3553	1948	5000	3053			39.0%	
1044	MARKET LOCK-UPS - INVOICE	5806	10042	28140	18098			35.7%	
1045	MARKET CARRIER BAGS	328	223	250	28			89.0%	
1046	WATER RATES RECOVERY	2516	727	240	(487)			302.8%	
1050	CAR PARK FEES	3845	5055	20000	14945			25.3%	
1060	GOOSE FAIR INCOME	0	0	41500	41500			0.0%	2021 Event cancelled

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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%	
1074	Government Grants	68702	5010	0	(5,010)			0.0%	
1076	PRECEPT	728255	400158	800316	400158			50.0%	Paid in two instalments
1080	MISC INCOME	9231	3730	1510	(2,220)			247.0%	
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	58	1500	1442			3.8%	
1100	BAR SALES	(708)	109	20000	19891			0.5%	
1130	Bar Extension & Licences	0	0	500	500			0.0%	
1175	PROCEEDS OF ASSET DISPOSALS	24903	0	0	0			0.0%	
	Total Income	1447920	835228	1697967	862739			49.2%	