

**Tavistock Town Council  
Budget Monitoring Report 31st May 2021**

Year to 31st May 2021 = 16.67% of year

		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent	
	<b>Total Expenditure</b>	£ 1,077,674	£ 267,021	£ 1,706,370	£ 1,439,349	£ 36,047	£ 1,403,302	17.8%	
	<b>Total Income</b>	£ 1,447,920	£ 501,218	£ 1,697,967	£ 1,196,749	£ -	£ -	29.5%	
	<b>Net Expenditure over Income</b>	£ 370,246	£ 234,197	-£ 8,403	£ 242,600				
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	0	8000	8000		8000	0.0%	
3011	BAR SUPPLIES	658	0	350	350		350	0.0%	
3020	Purchase Promotional Material	0	0	500	500		0	0.0%	
	<b>Total Direct</b>	<b>2040</b>	<b>0</b>	<b>8850</b>	<b>8850</b>	<b>0</b>	<b>8850</b>	<b>0.0%</b>	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	597155	98396	829678	731282		731282	11.9%	Reduced staffing levels
4003	Pension Added Years	0	0	1100	1100		1100	0.0%	
4004	WAGES	809	611	3000	2390		2390	20.4%	Agency Workers
4005	Temporary/Agency Staff	3200	4528	0	(4,528)		(4,528)	0.0%	
4006	PROTECTIVE CLOTHING/UNIFORMS	1973	1325	3000	1675	108	1568	47.7%	New staff
4007	CONFERENCES/MEETINGS	82	0	2250	2250	215	2035	9.6%	
4008	COURSES/TRAINING	1497	265	8000	7735	676	7059	11.8%	
4009	TRAVEL	50	0	1125	1125		1125	0.0%	
4010	MISC STAFF COSTS	2660	0	200	200		200	0.0%	
4011	RATES	118239	112498	131695	19197		19197	85.4%	Typically annual
4012	WATER RATES	7151	2554	15425	12871		12871	16.6%	
4014	ELECTRICITY	17472	1741	36400	34659		34659	4.8%	
4015	GAS	9921	901	26250	25349		25349	3.4%	
4016	CLEANING AND RUBBISH	29145	3997	45360	41363	8439	32924	27.4%	Committed future spend (Depot)
4017	License - PC Software	3231	0	3350	3350		3350	0.0%	
4020	MISC EXPENSES	5809	134	21450	21316	1	21316	0.6%	
4021	Tel. Calls/Service & Broadband	10443	1975	11050	9075	184	8892	19.5%	
4022	POSTAGE	1568	308	3100	2792	300	2492	19.6%	
4023	STATIONERY/PRINTING	1989	40	4700	4660		4660	0.8%	
4024	SUBSCRIPTIONS	3638	2444	2598	154		154	94.1%	Typically annual
4025	INSURANCE	32424	21275	28500	7225		7225	74.6%	Principally annual
4027	Photocopier hire and usage	6754	476	5500	5024		5024	8.7%	
4028	REGALIA	376	0	250	250		250	0.0%	
4029	TOWN ADVERTISING	310	0	4000	4000		4000	0.0%	
4030	RECRUITMENT ADVTG	1436	480	1500	1020		1020	32.0%	Recruitment difficulties
4031	OTHER ADVERTISING	5042	473	20000	19527	14	19513	2.4%	
4032	WEBSITE DESIGN/M'TCE	305	0	600	600		600	0.0%	
4033	CIVIC BALL EXPENDTRE	0	0	3500	3500		3500	0.0%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4034	PUBLIC RELATIONS	0	140	2500	2360		2360	5.6%	
4036	PROPERTY MAINTENANCE	15402	1082	68750	67668	10678	56990	17.1%	Budgets to be adjusted
4037	GROUNDS MAINTENANCE	12678	305	30000	29695	9540	20155	32.8%	Budgets to be adjusted
4038	CONTRACT MAINTENANCE	20761	3819	34050	30231	2462	27769	18.4%	
4041	EQUIPMENT HIRE	969	632	1800	1168	85	1083	39.8%	Includes cherrypicker
4042	EQUIPMENT MAINT'CE	5038	1311	21100	19789	1053	18736	11.2%	
4043	VEHICLE RUNNING COST	10450	2027	16750	14723	39	14684	12.3%	
4044	PERFORMING RIGHTS	2799	0	3500	3500		3500	0.0%	
4045	I T MAINTENANCE/SUPPORT	12857	1604	14050	12446		12446	11.4%	
4046	EQUIPMENT PURCHASE	6824	2036	15000	12964	552	12412	17.3%	
4047	GEN\WKS MGRS BUDGET	700	0	2000	2000		2000	0.0%	
4048	PARK & RIDE EXPEND	0	0	11500	11500		11500	0.0%	
4050	POOP SCOOP/DOG WARDEN	5358	0	7000	7000		7000	0.0%	
4051	BANK CHARGES	2891	484	4000	3516		3516	12.1%	
4053	LOAN INTEREST	21112	(1,787)	22762	24549		24549	(7.9%)	
4054	LOAN CAPITAL REPAID	36208	5102	42265	37163		37163	12.1%	
4055	Professional Fees (other)	0	0	2000	2000	150	1850	7.5%	
4056	LEGAL EXPENSES	21744	(1,223)	27500	28723		28723	(4.4%)	
4057	AUDIT FEES	3236	(2,402)	4040	6442		6442	(59.5%)	Accounting adj/prior year refers
4058	Professional Fees - Properties	11151	(500)	12000	12500		12500	(4.2%)	
4059	ACCOUNTANCY FEES	5522	(1,550)	5000	6550		6550	(31.0%)	Accounting adj/prior year refers
4062	MAYORS ALLCE	0	1000	2000	1000		1000	50.0%	Paid twice yearly
4063	Civic/Ceremonial Expenses	370	100	5000	4900	653	4247	15.1%	
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%	
4076	TOWN SIGNS	0	0	600	600		600	0.0%	
4078	Localism	50	0	20000	20000		20000	0.0%	
4083	CHE SOCIAL FUND	(6,565)	0	0	0		0	0.0%	
4089	H R & H & S SUPPORT	2450	7	2500	2493	900	1593	36.3%	
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	0	8687	8687		8687	0.0%	Not yet paid
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		1000	0.0%	
4114	ASST TC BUDGET	285	200	1000	800		800	20.0%	
4117	TOWN CLOCK	0	68	1500	1432		1432	4.5%	
		<b>Actual Last</b>	<b>Actual Year</b>	<b>Current</b>	<b>Budget</b>	<b>Committed</b>	<b>Funds</b>	<b>% Spent</b>	<b>Notes</b>

Code	Expenditure Detail	Year	to Date	Annual Bud	Variance	Expenditure	Available		
4120	EX WDBC PUBLIC TOILETS	0	0	26000	26000		26000	0.0%	To be taken on
4134	MAYORS F'RAISING DON'N	218	0	0	0		0	0.0%	
4135	TOWN CRIER EXPENSES	35	0	35	35		35	0.0%	
4136	TOWN HALL EVENTS COSTS	0	0	1000	1000		1000	0.0%	
	<b>Total Overhead</b>	<b>1075633</b>	<b>267021</b>	<b>1697520</b>	<b>1430499</b>	<b>36047</b>	<b>1394452</b>	<b>17.9%</b>	
Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1000	INTERMENTS	29414	8046	24000	15954			33.5%	
1008	Insurance Claims Received	2687	0	0	0			0.0%	
1010	RENT RECEIVED - INVOICE	428085	100417	376961	276544			26.6%	Typically quarterly
1011	INSURANCE RECHARGED	2150	1400	2250	850			62.2%	Principally annually
1020	LETTING INCOME - INVOICE	28386	8997	36000	27003			25.0%	
1021	EQUIPMENT HIRE INC	267	250	1500	1250			16.7%	
1022	FORFEITED DEPOSITS	162	0	0	0			0.0%	
1023	TH KITCHEN LETTING INCOME	0	0	2000	2000			0.0%	
1033	CIVIC BALL INCOME	(4,256)	0	2500	2500			0.0%	
1040	MARKET TOLLS	89825	39528	326350	286822			12.1%	
1041	ELECTRICITY RECOVERY	207	150	450	300			33.3%	
1043	MARKET STORAGE	3553	105	5000	4895			2.1%	
1044	MARKET LOCK-UPS - INVOICE	5806	2782	28140	25358			9.9%	
1045	MARKET CARRIER BAGS	328	70	250	180			28.0%	
1046	WATER RATES RECOVERY	2516	60	240	180			25.0%	
1050	CAR PARK FEES	3845	88	20000	19913			0.4%	
1060	GOOSE FAIR INCOME	0	0	41500	41500			0.0%	
1061	PARK & RIDE INCOME	0	0	6500	6500			0.0%	
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	(69,919)	0	69919			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	2988	1510	(1,478)			197.9%	
1081	Garden Festival Income	(1,970)	0	0	0			0.0%	
1082	DEPOT SEAT INCOME	550	550	500	(50)			110.0%	
1090	INTEREST RECEIVED	1880	15	1500	1485			1.0%	
1100	BAR SALES	(708)	0	20000	20000			0.0%	
1130	Bar Extension & Licences	0	0	500	500			0.0%	
1175	PROCEEDS OF ASSET DISPOSALS	24903	0	0	0			0.0%	
	<b>Total Income</b>	<b>1447920</b>	<b>501218</b>	<b>1697967</b>	<b>1196749</b>	<b>0</b>	<b>0</b>	<b>29.5%</b>	

