

**Tavistock Town Council
Budget Monitoring Report 31st July 2020**

AGENDA ITEM 6b

Year to 31st July 2020 = 33.33% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Total Expenditure	£ 1,517,960	£ 440,475	£ 1,731,029	£ 1,290,554	£ 20,210	£ 1,270,344	26.6%
Total Income	£ 1,766,500	£ 1,173,884	£ 1,839,426	£ 665,542			63.8%
Net Expenditure over Income	£ 248,540	£ 733,409	£ 108,397	£ 625,012			

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	12472	(320)	16000	16320		16320	(2.0%)	Facilities Closed
3002	COST OF SALES-FOOD	19	0	0	0		0	0.0%	Facilities Closed
3011	BAR SUPPLIES	803	241	700	459		459	34.4%	Facilities Closed
3020	Purchase Promotional Material	1980	0	0	0	150	(150)	0.0%	
	Total Direct	15274	(79)	16700	16779	150	16629	0.4%	
Expenditure Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	734704	199235	789396	590161		590161	25.2%	6 posts held vacant (Covid)
4003	Pension Added Years	1094	0	900	900		900	0.0%	
4004	WAGES	10651	0	6000	6000		6000	0.0%	Facilities Closed
4005	Temporary/Agency Staff	10034	0	0	0		0	0.0%	
4006	PROTECTIVE CLOTHING/UNIFORMS	3422	509	3000	2491	172	2319	22.7%	
4007	CONFERENCES/MEETINGS	3308	0	4500	4500		4500	0.0%	Diminished take up (Covid)
4008	COURSES/TRAINING	11947	315	12950	12635	610	12025	7.1%	Diminished take up (Covid)
4009	TRAVEL	1008	50	2250	2200		2200	2.2%	Diminished take up (Covid)
4010	MISC STAFF COSTS	1280	2660	200	(2,460)		(2,460)	1330.0%	
4011	RATES	137563	122526	118080	(4,446)		(4,446)	103.8%	Billed Annually
4012	WATER RATES	7727	2482	7820	5338		5338	31.7%	Billed periodically
4014	ELECTRICITY	32112	5636	41500	35864		35864	13.6%	Reduced usage (Covid+seasonal)
4015	GAS	18507	2990	28820	25830		25830	10.4%	Clement Weather (Seasonal)
4016	CLEANING AND RUBBISH	41926	13346	56700	43354	494	42860	24.4%	
4017	License - PC Software	3567	816	3350	2534		2534	24.4%	
4020	MISC EXPENSES	20919	4779	22000	17221		17221	21.7%	

4021	Tel. Calls/Service & Broadband	10900	3507	12000	8493	600	7893	34.2%	
4022	POSTAGE	3192	616	3100	2484	300	2184	29.5%	
4023	STATIONERY/PRINTING	3931	387	4700	4313	160	4152	11.6%	
4024	SUBSCRIPTIONS	3218	2950	3655	705		705	80.7%	Paid Annually (various dates)
4025	INSURANCE	24705	27002	29500	2498		2498	91.5%	Most paid annually
4027	Photocopier hire and usage	4991	2619	7000	4381		4381	37.4%	Periodic payments
4028	REGALIA	0	0	500	500		500	0.0%	
4029	TOWN ADVERTISING	2465	0	4000	4000		4000	0.0%	
4030	RECRUITMENT ADVTG	3213	130	1500	1370		1370	8.7%	
4031	OTHER ADVERTISING	17536	1894	24750	22856	4695	18161	26.6%	NOTE Committed Spend
4032	WEBSITE DESIGN/M'TCE	190	105	600	495	25	470	21.7%	
4033	CIVIC BALL EXPENDTRE	441	0	3500	3500		3500	0.0%	Event cancelled (see also income)
4034	PUBLIC RELATIONS	0	0	2500	2500		2500	0.0%	
4036	PROPERTY MAINTENANCE	87733	1197	68750	67553	1312	66240	3.7%	
4037	GROUNDS MAINTENANCE	15650	2675	30000	27325	865	26460	11.8%	
4038	CONTRACT MAINTENANCE	19925	8327	34050	25723	2918	22805	33.0%	Contracts & Servicing
4041	EQUIPMENT HIRE	1344	549	1800	1251		1251	30.5%	
4042	EQUIPMENT MAINT'CE	16368	1658	21100	19442	449	18993	10.0%	
4043	VEHICLE RUNNING COST	17940	3245	16750	13505	103	13402	20.0%	
4044	PERFORMING RIGHTS	4642	2533	3050	517		517	83.0%	Annual
4045	I T MAINTENANCE/SUPPORT	14108	4286	14050	9764	150	9614	31.6%	
4046	EQUIPMENT PURCHASE	13196	3387	15000	11613	302	11310	24.6%	
4047	GEN\WKS MGRS BUDGET	577	700	4000	3300	3	3297	17.6%	
4048	PARK & RIDE EXPEND	12031	0	11500	11500		11500	0.0%	Event cancelled (see also income)
4050	POOP SCOOP	2601	0	2800	2800		2800	0.0%	WDBC prices going up from £1.15-
4051	BANK CHARGES	4436	829	4000	3171		3171	20.7%	
4053	LOAN INTEREST	15680	49	25855	25806		25806	0.2%	
4054	LOAN CAPITAL REPAID	31853	5185	41488	36303		36303	12.5%	
4055	Professional Fees (other)	3785	0	2500	2500	6720	(4,220)	268.8%	Coding Error
4056	LEGAL EXPENSES	25855	3700	27500	23800		23800	13.5%	
4057	AUDIT FEES	3837	(2,402)	4780	7182		7182	(50.3%)	Accounting adjustment
4058	Professional Fees - Properties	14132	525	12000	11475		11475	4.4%	
4059	ACCOUNTANCY FEES	6454	315	5000	4685		4685	6.3%	Accounting adjustment
4062	MAYORS ALLCE	2000	0	2000	2000		2000	0.0%	£1,000 foregone
4063	Civic/Ceremonial Expenses	4038	0	5000	5000		5000	0.0%	Most events cancelled
4064	TWINNING EXPENSES	242	0	250	250		250	0.0%	

4065	ELECTIONS	6402	0	1500	1500		1500	0.0%	
4067	COMMUNITY GRANTS	11950	11067	25000	13933		13933	44.3%	Awards 2019/20
4073	PATHS MAINTENANCE	159	0	2500	2500		2500	0.0%	
4076	TOWN SIGNS	0	0	600	600		600	0.0%	
4078	Localism	0	0	20000	20000		20000	0.0%	
4083	CHE SOCIAL FUND	13050	(8,065)	0	8065		8065	0.0%	£5,600 committed
4089	H R & H & S SUPPORT	1086	2283	2500	218		218	91.3%	JE'vlns, Occ Health
4091	TOWN HALL ENTERTAINERS	0	0	600	600		600	0.0%	
4092	TOILET CLEANING CONT (WDBC)	7067	0	1000	1000		1000	0.0%	In discussion
4093	TH MANAGER'S BUDGET	749	0	1500	1500		1500	0.0%	
4094	MARKET REEVE BUDGET	1100	537	1500	963	161	802	46.5%	
4095	MUSEUM GRANT	0	0	11300	11300		11300	0.0%	In-kind
4096	CLLRs ALLOWANCE	11747	2937	12000	9063		9063	24.5%	some future allowances foregone
4097	ClIr IT Allowance	733	0	1000	1000		1000	0.0%	
4098	THT GRANT (STAFF)	0	0	7300	7300		7300	0.0%	Under review
4099	THT GRANT	0	0	35000	35000		35000	0.0%	Date of Scheme opening under
4102	ANCIENT MONUMENTS	35	0	1000	1000		1000	0.0%	
4108	CHRISTMAS LIGHTS	2169	233	6000	5767		5767	3.9%	
4112	TOWN CLERK'S BUDGET	1399	0	1500	1500	20	1480	1.3%	
4114	ASST TC BUDGET	607	0	1500	1500		1500	0.0%	
4117	TOWN CLOCK	1395	0	1500	1500		1500	0.0%	
4119	MDO MGRS BUDGET	519	0	0	0		0	0.0%	
4120	EX WDBC PUBLIC TOILETS	0	0	30000	30000		30000	0.0%	Date of transfer under review
4134	MAYORS F'RAISING DON'N	2180	218	0	(218)		(218)	0.0%	
4135	TOWN CRIER EXPENSES	35	35	35	0		0	100.0%	
4136	TOWN HALL EVENTS COSTS	7325	0	1500	1500		1500	0.0%	
	Total Overhead	1502686	440555	1714329	1273774	20060	1253715	26.9%	

	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1000	INTERMENTS	24332	5836	30000	24164			19.5%	
1010	RENT RECEIVED	433236	205576	466961	261385			44.0%	Inv figure/not rent actually received
1011	INSURANCE RECHARGED	2100	2000	2150	150			93.0%	
1020	LETTING INCOME	71153	1758	48000	46242			3.7%	Town Hall closed
1021	EQUIPMENT HIRE INC	2046	100	2050	1950			4.9%	
1022	FORFEITED DEPOSITS	125	132	0	(132)			0.0%	

1023	TH KITCHEN LETTING INCOME	4731	0	4000	4000			0.0%	
1033	CIVIC BALL INCOME	4280	(94)	2500	2594			(3.8%)	Cancelled
1034	MAYOR'S FUNDRAISING	2180	0	0	0			0.0%	
1040	MARKET TOLLS	362434	4703	390600	385897			1.2%	Facilities closed April - June
1041	ELECTRICITY RECOVERY	590	3	600	597			0.5%	
1043	MARKET STORAGE	4218	938	5000	4063			18.8%	Facilities closed April - June
1044	MARKET LOCK-UPS	33360	(541)	33500	34041			(1.6%)	Facilities closed April-June (past yr
1045	MARKET CARRIER BAGS	761	0	500	500			0.0%	
1046	WATER RATES RECOVERY	20	100	0	(100)			0.0%	
1050	CAR PARK FEES	27826	2947	24800	21853			11.9%	GH car park closed. Pt last yr+a
1060	GOOSE FAIR INCOME	43322	0	41500	41500			0.0%	event cancelled
1061	PARK & RIDE INCOME	5081	0	6500	6500			0.0%	event cancelled
1068	Legal Fees Recovered	1900	450	0	(450)			0.0%	
1071	STAFF COSTS RECOVERED	3001	0	250	250			0.0%	
1072	Grant Funding -WHS G'hll Proj	10614	176514	0	(176,514)			0.0%	
1074	Government Grants	0	10636	0	(10,636)			0.0%	furlough+town reopening (£5k)
1075	PRECEPT SUPPORT GRANT	26670	0	0	0			0.0%	Withdrawn by WDBC
1076	PRECEPT	629910	364128	728255	364128			50.0%	received in 2 installments
1079	LOAN PROCEEDS	0	399860	0	(399,860)			0.0%	Guildhall project refers
1080	MISC INCOME	12080	241	3760	3519			6.4%	
1081	Garden Festival Income	3068	(2,030)	3000	5030			(67.7%)	Event cancelled
1082	DEPOT SEAT INCOME	500	0	1500	1500			0.0%	
1087	Grounds Mtc Contract - WDBC	9000	0	0	0			0.0%	
1088	Play Park Inspections	500	0	0	0			0.0%	
1089	Partnership Funding	7417	0	0	0			0.0%	
1090	INTEREST RECEIVED	7782	612	3000	2388			20.4%	
1099	UNBUDGETED INCOME	5	0	0	0			0.0%	
1100	BAR SALES	31462	17	40000	39983			0.0%	Facilities closed
1120	FOOD SALES	97	0	0	0			0.0%	Facilities closed
1130	Bar Extension & Licences	700	0	1000	1000			0.0%	Facilities closed
	Total Income	1766500	1173884	1839426	665542			63.8%	

