

Tavistock Town Council

Budget Monitoring Report 30th November 2021

Year to 30th November 2021 = 66.67% of year

		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent	
	Total Expenditure	£ 1,077,674	£ 812,847	£ 1,776,995	£ 964,148	£ 30,841	£ 933,308	47.5%	
	Total Income	£ 1,447,920	£ 1,490,394	£ 1,697,967	£ 207,573	£ -	£ -	87.8%	
	Net Expenditure over Income	£ 370,246	£ 677,547	-£ 79,028	£ 756,575				
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%	
3002	COST OF SALES-FOOD	0	51	0	(51)		(51)	0.0%	
3011	BAR SUPPLIES	658	310	350	40		40	88.6%	
3020	Purchase Promotional Material	0	0	500	500		500	0.0%	
	Total Direct	2040	2052	8850	6798	0	6798	23.2%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	597155	406200	822928	416728		416728	49.4%	Reduced staffing levels
4003	Pension Added Years	0	0	1100	1100		1100	0.0%	
4004	WAGES	809	4888	3000	(1,888)		(1,888)	162.9%	Agency Workers
4005	Temporary/Agency Staff	3200	33870	0	(33,870)		(33,870)	0.0%	
4006	PROTECTIVE CLOTHING/UNIFORM	1973	3122	3000	(122)	145	(266)	108.9%	Mainly new uniforms
4007	CONFERENCES/MEETINGS	82	1176	2250	1074		1074	52.3%	
4008	COURSES/TRAINING	1497	4427	8000	3573	95	3478	56.5%	inc Chapter 8/FAW/RoSPA
4009	TRAVEL	50	132	1125	993		993	11.7%	
4010	MISC STAFF COSTS	2660	1031	200	(831)		(831)	515.5%	Agency sign on fee
4011	RATES	118239	114067	131695	17628		17628	86.6%	Typically annual. G'hall in review
4012	WATER RATES	7151	4612	15425	10813		10813	29.9%	
4014	ELECTRICITY	17472	7753	36400	28647		28647	21.3%	Awaiting invoices
4015	GAS	9921	7960	26250	18290		18290	30.3%	Awaiting invoices
4016	CLEANING AND RUBBISH	29145	19959	52110	32151	4249	27902	46.5%	Committed future spend (Depot)
4017	License - PC Software	3231	2243	3350	1107		1107	67.0%	
4020	MISC EXPENSES	5809	2600	21450	18850	3693	15157	29.3%	
4021	Tel. Calls/Service & Broadband	10443	7654	11050	3396		3396	69.3%	
4022	POSTAGE	1568	1232	3100	1868	300	1568	49.4%	
4023	STATIONERY/PRINTING	1989	1348	4700	3352	253	3099	34.1%	
4024	SUBSCRIPTIONS	3638	3383	2598	(785)		(785)	130.2%	Typically annual
4025	INSURANCE	32424	21275	28500	7225		7225	74.6%	Principally annual

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4027	Photocopier hire and usage	6754	3542	5500	1958		1958	64.4%	
4028	REGALIA	376	150	250	100		100	60.0%	
4029	TOWN ADVERTISING	310	1000	4000	3000		3000	25.0%	More spent, to recode
4030	RECRUITMENT ADVTG	1436	2298	1500	(798)	1330	(2,128)	241.9%	Recruitment difficulties
4031	OTHER ADVERTISING	5042	5204	20000	14796	811	13984	30.1%	Low due -COVID19 uncertainty
4032	WEBSITE DESIGN/M'TCE	305	200	600	400		400	33.3%	
4033	CIVIC BALL EXPENDTRE	0	3382	3500	118		118	96.6%	Some add exp to be processed
4034	PUBLIC RELATIONS	0	140	2500	2360		2360	5.6%	
4036	PROPERTY MAINTENANCE	15402	23017	122098	99081	2771	96310	21.1%	Budgets adjusted
4037	GROUNDS MAINTENANCE	12678	13889	47277	33388	210	33178	29.8%	Budgets adjusted
4038	CONTRACT MAINTENANCE	20761	15744	34050	18306	5696	12610	63.0%	
4041	EQUIPMENT HIRE	969	1075	1800	725	85	640	64.4%	Includes Cherry Picker
4042	EQUIPMENT MAINT'CE	5038	5234	21100	15866	1019	14847	29.6%	
4043	VEHICLE RUNNING COST	10450	9345	16750	7405	1	7404	55.8%	
4044	PERFORMING RIGHTS	2799	741	3500	2759		2759	21.2%	
4045	IT MAINTENANCE/SUPPORT	12857	7980	14050	6070		6070	56.8%	
4046	EQUIPMENT PURCHASE	6824	5665	15000	9335	728	8607	42.6%	
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	2307	7000	4693		4693	33.0%	
4051	BANK CHARGES	2891	2755	4000	1245		1245	68.9%	
4053	LOAN INTEREST	21112	9752	22762	13010		13010	42.8%	
4054	LOAN CAPITAL REPAID	36208	26201	42265	16064		16064	62.0%	
4055	Professional Fees (other)	0	0	2000	2000	150	1850	7.5%	
4056	LEGAL EXPENSES	21744	3962	27500	23539		23539	14.4%	
4057	AUDIT FEES	3236	16	4040	4024		4024	0.4%	Accounting adj/prior year refers
4058	Professional Fees - Properties	11151	4754	12000	7246	3500	3746	68.8%	
4059	ACCOUNTANCY FEES	5522	1171	5000	3829		3829	23.4%	Accounting adj/prior year refers
4062	MAYORS ALLCE	0	2000	2000	0		0	100.0%	Paid twice yearly
4063	Civic/Ceremonial Expenses	370	1748	5000	3252	305	2947	41.1%	
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%	Currently spent on 4037
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%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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%)	Invoice in process
4093	TH MANAGER'S BUDGET	0	547	1000	453		453	54.7%	
4094	MARKET REEVE BUDGET	579	400	1000	600	170	430	57.0%	
4096	CLLRS ALLOWANCE	7922	5338	8687	3349		3349	61.5%	
4097	ClIr IT Allowance	0	0	1000	1000		1000	0.0%	
4099	THT GRANT	0	0	35000	35000		35000	0.0%	Payments start 01/01/22
4102	ANCIENT MONUMENTS	0	226	1000	774		774	22.6%	
4108	CHRISTMAS LIGHTS	(307)	1418	5000	3582		3582	28.4%	
4112	TOWN CLERK'S BUDGET	265	0	1000	1000	930	71	93.0%	
4114	ASST TC BUDGET	285	973	1000	27		27	97.3%	
4117	TOWN CLOCK	0	68	1500	1432		1432	4.5%	
4120	EX WDBC PUBLIC TOILETS	0	0	26000	26000		26000	0.0%	On transfer
4134	MAYORS F'RAISING DON'N	218	400	0	(400)		(400)	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	45	0	(45)	3500	(3,545)	0.0%	
	Total Overhead	1075633	810795	1768145	957350	30841	926510	47.6%	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Rcvd	Notes
1000	INTERMENTS	29414	23100	24000	900			96.2%	
1008	Insurance Claims Received	2687	0	0	0			0.0%	
1010	RENT RECEIVED - INVOICE	428085	310422	376961	66539			82.3%	Typically quarterly
1011	INSURANCE RECHARGED	2150	1900	2250	350			84.4%	Principally annually
1020	LETTING INCOME - INVOICE	28386	55467	36000	(19,467)			154.1%	
1021	EQUIPMENT HIRE INC	267	1045	1500	455			69.7%	
1022	FORFEITED DEPOSITS	162	0	0	0			0.0%	
1023	TH KITCHEN LETTING INCOME	0	528	2000	1472			26.4%	
1033	CIVIC BALL INCOME	(4,256)	2948	2500	(448)			117.9%	
1034	MAYOR'S FUNDRAISING	0	573	0	(573)			0.0%	
1040	MARKET TOLLS	89825	206459	326350	119891			63.3%	
1041	ELECTRICITY RECOVERY	207	150	450	300			33.3%	
1043	MARKET STORAGE	3553	3338	5000	1663			66.8%	
1044	MARKET LOCK-UPS - INVOICE	5806	17302	28140	10838			61.5%	
1045	MARKET CARRIER BAGS	328	349	250	(99)			139.5%	
1046	WATER RATES RECOVERY	2516	727	240	(487)			302.8%	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Rcvd	Notes
1050	CAR PARK FEES	3845	11499	20000	8501			57.5%	
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	522	0	(522)			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	800316	800316	0			100.0%	Paid in two instalments
1080	MISC INCOME	9231	11103	1510	(9,593)			735.3%	
1081	Garden Festival Income	(1,970)	0	0	0			0.0%	2021 Event cancelled
1082	DEPOT SEAT INCOME	550	1175	500	(675)			235.0%	
1090	INTEREST RECEIVED	1880	92	1500	1408			6.1%	
1100	BAR SALES	(708)	3092	20000	16908			15.5%	
1120	FOOD SALES	0	97	0	(97)			0.0%	
1130	Bar Extension & Licences	0	100	500	400			20.0%	
1175	PROCEEDS OF ASSET DISPOSALS	24903	0	0	0			0.0%	2020/21 Guildhall Cobbles
	Total Income	1447920	1490394	1697967	207573	0	0	87.8%	

* Please note income shown represents income invoiced not necessarily received