

Tavistock Town Council
Budget Monitoring Report 30th April 2017

PLEASE NOTE: Budgets have not yet been updated for 2017/18

Year to 30th April 2017 = 8.33%

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget
Total Expenditure	£ 1,409,766	£ 215,086	£ 1,593,625	£ 1,378,539	£ 29,100	£ 1,349,440	15.3 %
Total Income	£ 1,727,886	£ 466,345	£ 1,699,743	-£ 1,233,398			27.4 %
Net Expenditure over Income	£ 318,120	£ 251,259	£ 106,118	£ 145,141			

Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes
4001 SALARIES	665,362	54,966	718,446	663,480		663,480	7.7 %	All employees paid monthly
4003 Pension Added Years	830	0	850	850		850	0.0 %	
4004 WAGES	23,002	1,373	24,000	22,627		22,627	5.7 %	Casuals paid weekly
4005 Temporary/Agency Staff	32,147	2,585	1,000	-1,585		-1,585	258.5 %	
4006 PROTECTIVE CLOTHING/UNIFORMS	4,295	103	3,000	2,897	-9	2,906	3.1 %	
4007 CONFERENCES/MEETINGS	580	0	2,000	2,000	69	1,931	3.5 %	
4008 COURSES/TRAINING	12,154	65	21,700	21,635	1,782	19,853	8.5 %	
4009 TRAVEL	2,959	198	3,300	3,102		3,102	6.0 %	
4010 MISC STAFF COSTS	10	0	350	350		350	0.0 %	
4011 RATES	92,056	89,635	102,275	12,640		12,640	87.6 %	Invoiced annually
4012 WATER RATES	16,795	-254	10,775	11,029		11,029	-2.4 %	
4013 RENT PAID	10,400	2,080	24,500	22,420		22,420	8.5 %	
4014 ELECTRICITY	43,616	993	52,750	51,757		51,757	1.9 %	
4015 GAS	19,303	440	26,795	26,355		26,355	1.6 %	Seasonal element to spend
4016 CLEANING AND RUBBISH	39,671	3,891	43,700	39,809	2,146	37,663	13.8 %	
4017 Licence - PC Software	3,235	0	3,000	3,000	23	2,977	0.8 %	
4020 MISC EXPENSES	18,960	111	20,250	20,139	2,820	17,319	14.5 %	
4021 Tel. Calls/Service & Broadband	10,043	735	9,550	8,815		8,815	7.7 %	
4022 POSTAGE	2,584	307	2,750	2,443	-300	2,743	0.2 %	
4023 STATIONERY/PRINTING	5,275	285	5,150	4,865	674	4,191	18.6 %	Increased service demand & consumables
4024 SUBSCRIPTIONS	3,001	1,684	3,580	1,896		1,896	47.0 %	Most subscriptions invoiced at start of financial year
4025 INSURANCE	24,806	28,012	26,000	-2,012		-2,012	107.7 %	Invoiced annually
4027 Photocopier hire and usage	8,991	4,170	9,000	4,830		4,830	46.3 %	Invoiced annually, half year in advance
4028 REGALIA	10	0	500	500		500	0.0 %	
4029 TOWN ADVERTISING	3,200	506	10,000	9,495		9,495	5.1 %	
4030 RECRUITMENT ADVTG	1,162	462	1,750	1,288	-1,456	2,744	-56.8 %	
4031 OTHER ADVERTISING	19,718	2,075	19,800	17,725	-875	18,601	6.1 %	
4032 WEBSITE DESIGN/MTCE	710	0	1,000	1,000		1,000	0.0 %	
4033 CIVIC BALL EXPENDTRE	280	2,446	3,500	1,054		1,054	69.9 %	Spend relates to 2016/17 event
4034 PUBLIC RELATIONS	0	0	2,500	2,500		2,500	0.0 %	

4036	PROPERTY MAINTENANCE	37,703	7,524	73,750	66,226	12,772	53,454	27.5 %	Agenda item 7b
4037	GROUNDS MAINTENANCE	17,733	329	30,000	29,671	8,490	21,181	29.4 %	
4038	CONTRACT MAINTENANCE	10,343	2,367	20,450	18,083	548	17,536	14.3 %	
4041	EQUIPMENT HIRE	2,691	72	3,650	3,578	118	3,460	5.2 %	
4042	EQUIPMENT MAINT'CE	18,436	1,737	22,350	20,613	1,322	19,292	13.7 %	
4043	VEHICLE RUNNING COST	13,202	638	13,500	12,862	177	12,686	6.0 %	
4044	PERFORMING RIGHTS	1,198	1,111	1,250	139	78	61	95.1 %	
4045	IT MAINTENANCE/SUPPORT	9,104	698	9,000	8,302		8,302	7.8 %	
4046	EQUIPMENT PURCHASE	8,072	492	11,500	11,008	-1,672	12,680	-10.3 %	
4047	GENWKS MGRS BUDGET	954	150	3,000	2,850		2,850	5.0 %	
4048	PARK & RIDE EXPEND	10,831	0	11,500	11,500		11,500	0.0 %	
4050	POOP SCOOP	5,581	0	5,000	5,000		5,000	0.0 %	
4051	BANK CHARGES	4,176	307	3,000	2,693		2,693	10.2 %	
4053	LOAN INTEREST	23,100	-399	21,570	21,969		21,969	-1.8 %	
4054	LOAN CAPITAL REPAID	61,297	12,155	54,312	42,157		42,157	22.4 %	
4055	Professional Fees (other)	2,100	50	4,500	4,450		4,450	1.1 %	
4056	LEGAL EXPENSES	25,016	322	15,250	14,928		14,928	2.1 %	
4057	AUDIT FEES	1,114	-2,818	5,680	8,498		8,498	-49.6 %	Fees charged to previous financial year
4058	Professional Fees - Properties	18,323	0	11,180	11,180	175	11,005	1.6 %	
4059	ACCOUNTANCY FEES	3,439	-2,400	4,000	6,400		6,400	-60.0 %	Inc fees charged to previous financial year
4062	MAYORS ALLCE	2,000	0	2,000	2,000		2,000	0.0 %	
4063	Civic/Ceremonial Expenses	3,434	669	5,000	4,331	17	4,314	13.7 %	
4064	TWINNING EXPENSES	130	0	250	250		250	0.0 %	
4065	ELECTIONS	2,760	0	4,750	4,750		4,750	0.0 %	
4067	COMMUNITY GRANTS	27,502	0	25,000	25,000		25,000	0.0 %	
4073	PATHS MAINTENANCE	1,125	0	2,500	2,500		2,500	0.0 %	
4076	TOWN SIGNS	0	0	1,200	1,200		1,200	0.0 %	
4089	H R & H & S SUPPORT	1,702	0	4,000	4,000		4,000	0.0 %	
4091	TOWN HALL ENTERTAINERS	600	0	1,500	1,500	-300	1,800	-20.0 %	
4092	TOILET CLEANING CONT (WDBC)	-687	-7,000	7,000	14,000		14,000	100.0 %	Awaiting 2016/17 invoice
4093	TH MANAGER'S BUDGET	808	57	1,500	1,443	-15	1,458	2.8 %	
4094	MARKET REEVE BUDGET	45	535	1,500	966		966	35.6 %	
4095	MUSEUM GRANT	0	0	14,300	14,300		14,300	0.0 %	
4096	CLLRS ALLOWANCE	5,554	0	8,687	8,687		8,687	0.0 %	
4097	Cllr IT Allowance	696	14	1,000	986		986	1.4 %	
4102	ANCIENT MONUMENTS	2	0	1,000	1,000		1,000	0.0 %	
4108	CHRISTMAS LIGHTS	7,319	0	9,000	9,000		9,000	0.0 %	
4112	TOWN CLERK'S BUDGET	0	0	1,500	1,500		1,500	0.0 %	
4114	ASST TC BUDGET	537	0	1,500	1,500		1,500	0.0 %	
4117	TOWN CLOCK	0	0	1,500	1,500		1,500	0.0 %	
4134	MAYORS F'RAISING DON'N	402	0	0	0		0	0.0 %	
4135	TOWN CRIER EXPENSES	109	0	350	350		350	0.0 %	
4136	TOWN HALL EVENTS COSTS	2,636	0	1,500	1,500		1,500	0.0 %	
4201	Bad Debts Written Off	152	0	0	0		0	0.0 %	
	Total Overhead		213,475	1,574,750	1,361,275	26,584	1,334,691	15.2 %	

Expenditure Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes	Agenda item 7 b
3001	COST OF SALES-DRINK	10,524	1,532	18,000	16,468	2,405	14,064	21.9 %		
3002	COST OF SALES-FOOD	86	0	375	375	-35	410	-9.3 %		
3011	BAR SUPPLIES	584	79	500	421	147	275	45.1 %		
3020	Purchase Promotional Material	2,180	0	0	0		0	0.0 %		
	Total Direct	13,373	1,610	18,875	17,265	2,516	14,748	21.9 %		
Income Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes	
1000	INTERMENTS	24,301	1,928	25,000	-23,072			7.7 %		
1008	Insurance Claims Received	18,000	0	0	0			0.0 %		
1010	RENT RECEIVED	434,877	107,138	435,061	-327,923			24.6 %	Normally invoiced quarterly in advance	
1011	INSURANCE RECHARGED	1,900	1,400	1,900	-500			73.7 %		
1015	TICKET SALES	1,689	0	0	0			0.0 %		
1020	LETTING INCOME	68,462	4,918	84,950	-80,032			5.8 %		
1021	EQUIPMENT HIRE INC	1,536	100	550	-450			18.2 %		
1022	FORFEITED DEPOSITS	1,508	140	0	140			0.0 %		
1023	TH KITCHEN LETTING INCOME	2,204	271	0	271			0.0 %		
1033	CIVIC BALL INCOME	1,878	1,650	2,500	-850			66.0 %	Income relates to 2016/17 event	
1034	MAYOR'S FUNDRAISING	483	0	0	0			0.0 %		
1040	MARKET TOLLS	407,569	31,328	390,000	-358,672			8.0 %		
1041	ELECTRICITY RECOVERY	1,339	0	1,400	-1,400			0.0 %		
1043	MARKET STORAGE	5,003	105	2,500	-2,395			4.2 %		
1044	MARKET LOCK-UPS	33,360	5,560	33,360	-27,800			16.7 %	Invoiced monthly in advance	
1045	MARKET CARRIER BAGS	675	96	500	-404			19.2 %		
1050	CAR PARK FEES	37,983	5,429	37,400	-31,971			14.5 %		
1060	GOOSE FAIR INCOME	43,701	0	41,500	-41,500			0.0 %		
1061	PARK & RIDE INCOME	9,062	0	7,250	-7,250			0.0 %		
1068	Legal Fees Recovered	0	150	0	150			0.0 %		
1071	STAFF COSTS RECOVERED	2,424	0	500	-500			0.0 %		
1075	PRECEPT SUPPORT GRANT	34,929	31,925	31,925	0			100.0 %	Received yearly	
1076	PRECEPT	513,258	269,774	539,547	-269,774			50.0 %	Received half yearly	
1077	GRANTS RECEIVED	9,475	0	0	0			0.0 %		
1080	MISC INCOME	19,801	535	22,850	-22,315			2.3 %		
1081	Garden Festival Income	3,075	54	3,300	-3,246			1.6 %		
1082	DEPOT SEAT INCOME	1,417	500	1,500	-1,000			33.3 %		
1087	Grounds Mtc Contract - WDBC	9,000	0	0	0			0.0 %		
1088	Play Park Inspections	350	0	0	0			0.0 %		
1090	INTEREST RECEIVED	11,079	-209	5,000	-5,209			-4.2 %		
1100	BAR SALES	25,961	3,413	30,000	-26,587			11.4 %		
1120	FOOD SALES	723	40	750	-710			5.3 %		
1130	Bar Extension & Licences	867	100	500	-400			20.0 %		
	Total Income	1,727,886	466,345	1,699,743	-1,233,398			27.4 %		

Tavistock Town Council
Capital Project Budget Monitoring Report 30th April 2017

PLEASE NOTE: Budgets have not yet been updated for 2017/18

Year to 30th April 2017 = 8.33%

Expenditure Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes
4800	ROLLING CAPITAL FUND PROVISION	116,632	0	215,000	215,000		215,000	0.0 %	
4810	CAP Relocation of Works Depot	4,910	0	0	0	-96	96	0.0 %	
4811	CAP Council ICT Infrastructure	853	0	0	0		0	0.0 %	
4812	CAP Duke St Repointing etc	4,652	0	0	0	1,140	-1,140	0.0 %	
4813	CAP Abbey Walk resurfacing etc	7,857	7395	0	-7395		-7395	0.0 %	
4815	CAP NEW PLANT & VEHICLES	0	0	17,500	17,500		17,500	0.0 %	
4821	CAP Rundle Room Refurbishment	512	1,500	0	-1,500	1,495	-2,995	0.0 %	
4823	CAP Guildhall Refurbishment	1,562	5,450	0	-5,450		-5,450	0.0 %	
4825	CAP - THI PROPERTIES SINKING F	12,500	0	27,500	27,500		27,500	0.0 %	
4826	CAP G'hall Development Phase	38,436	0	0	0	2,250	-2,250	0.0 %	
4827	CAP - Guildhall Sinking Fund	12,750	0	12,750	12,750		12,750	0.0 %	
4828	BUTCHERS HALL REFURB	0	0	60,000	60,000		60,000	0.0 %	
4829	CAP- TH HEATING	0	0	40,000	40,000		40,000	0.0 %	
4830	CAP- TH LIFT REPLACEMENT	0	0	25,000	25,000		25,000	0.0 %	
4831	CAP- TH ROOF LEAKS	0	0	20,000	20,000		20,000	0.0 %	
4832	CAP-TENNIS COURT RESURFACING	0	0	25,000	25,000		25,000	0.0 %	
4833	CAP-PANNIER MARKET DRAINAGE	0	0	15,000	15,000		15,000	0.0 %	
4898	EXCEPTIONAL MAINTENANCE	0	0	65,000	65,000		65,000	0.0 %	
	Total OverHead	200,663	14,345	522,750	508,405	4,789	503,616	3.70%	

