

Tavistock Town Council

Budget Monitoring Report 31st December 2020

Year to 31st December 2020 = 75% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Total Expenditure	£ 1,517,960	£ 831,244	£ 1,731,029	£ 899,785	£ 26,041	£ 873,744	49.50%
Total Income	£ 1,766,500	£ 1,943,635	£ 1,839,426	(104,209)	£ -	£ -	105.70%
Net Expenditure over Income	£ 248,540	£ 1,112,391	£ 108,397	£ 1,003,994			

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
3001	COST OF SALES-DRINK	12472	(320)	16000	16320		16320	(2.0%)
3002	COST OF SALES-FOOD	19	0	0	0		0	0.0%
3011	BAR SUPPLIES	803	510	700	190		190	72.9%
3020	Purchase Promotional Material	1980	0	0	0	150	(150)	0.0%
	Total Direct	15274	190	16700	16510	150	16360	2.0%
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4001	SALARIES	734704	452832	789396	336564		336564	57.4%
4003	Pension Added Years	1094	0	900	900		900	0.0%
4004	WAGES	10651	615	6000	5385		5385	10.3%
4005	Temporary/Agency Staff	10034	3200	0	(3,200)		(3,200)	0.0%
4006	PROTECTIVE CLOTHING/UNIFORM	3422	1531	3000	1469	15	1454	51.5%
4007	CONFERENCES/MEETINGS	3308	82	4500	4418		4418	1.8%
4008	COURSES/TRAINING	11947	272	12950	12678	1430	11248	13.1%
4009	TRAVEL	1008	50	2250	2200		2200	2.2%
4010	MISC STAFF COSTS	1280	2660	200	(2,460)		(2,460)	1330.0%
4011	RATES	137563	122633	118080	(4,553)		(4,553)	103.9%
4012	WATER RATES	7727	6718	7820	1102		1102	85.9%
4014	ELECTRICITY	32112	12810	41500	28690		28690	30.9%
4015	GAS	18507	6601	28820	22219		22219	22.9%
4016	CLEANING AND RUBBISH	41926	24131	56700	32569	50	32519	42.6%
4017	License - PC Software	3567	2703	3350	647		647	80.7%
4020	MISC EXPENSES	20919	5458	22000	16542		16542	24.8%
4021	Tel. Calls/Service & Broadband	10900	7937	12000	4063	30	4033	66.4%
4022	POSTAGE	3192	1256	3100	1844		1844	40.5%
4023	STATIONERY/PRINTING	3931	988	4700	3712	52	3660	22.1%
4024	SUBSCRIPTIONS	3218	3823	3655	(168)		(168)	104.6%
4025	INSURANCE	24705	27002	29500	2498		2498	91.5%
4027	Photocopier hire and usage	4991	5477	7000	1523		1523	78.2%
4028	REGALIA	0	376	500	124		124	75.3%
4029	TOWN ADVERTISING	2465	0	4000	4000		4000	0.0%

4030	RECRUITMENT ADVTG	3213	620	1500	880		880	41.3%
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4031	OTHER ADVERTISING	17536	4459	24751	20292	3676	16616	32.9%
4032	WEBSITE DESIGN/M'TCE	190	305	600	295	25	270	55.0%
4033	CIVIC BALL EXPENDTRE	441	0	3500	3500		3500	0.0%
4034	PUBLIC RELATIONS	0	0	2500	2500		2500	0.0%
4036	PROPERTY MAINTENANCE	87733	7543	68750	61207	4918	56289	18.1%
4037	GROUNDS MAINTENANCE	15650	11676	29999	18323	810	17513	41.6%
4038	CONTRACT MAINTENANCE	19925	16712	34050	17338	3080	14257	58.1%
4041	EQUIPMENT HIRE	1344	740	1800	1060		1060	41.1%
4042	EQUIPMENT MAINT'CE	16368	2897	21100	18203	2454	15749	25.4%
4043	VEHICLE RUNNING COST	17940	6759	16750	9991	1017	8974	46.4%
4044	PERFORMING RIGHTS	4642	2533	3050	517		517	83.0%
4045	IT MAINTENANCE/SUPPORT	14108	10013	14050	4037		4037	71.3%
4046	EQUIPMENT PURCHASE	13196	4905	15000	10095	630	9464	36.9%
4047	GEN\WKS MGRS BUDGET	577	700	4000	3300	3	3297	17.6%
4048	PARK & RIDE EXPEND	12031	0	11500	11500		11500	0.0%
4050	POOP SCOOP/DOG WARDEN	2601	4491	2800	(1,691)		(1,691)	160.4%
4051	BANK CHARGES	4436	2346	4000	1654		1654	58.6%
4053	LOAN INTEREST	15680	7463	25855	18392		18392	28.9%
4054	LOAN CAPITAL REPAID	31853	20284	41488	21204		21204	48.9%
4055	Professional Fees (other)	3785	0	2500	2500	6720	(4,220)	268.8%
4056	LEGAL EXPENSES	25855	12554	27500	14946		14946	45.7%
4057	AUDIT FEES	3837	(2)	4780	4782		4782	0.0%
4058	Professional Fees - Properties	14132	6358	12000	5642		5642	53.0%
4059	ACCOUNTANCY FEES	6454	2585	5000	2415		2415	51.7%
4062	MAYORS ALLCE	2000	0	2000	2000		2000	0.0%
4063	Civic/Ceremonial Expenses	4038	0	5000	5000		5000	0.0%
4064	TWINNING EXPENSES	242	0	250	250		250	0.0%
4065	ELECTIONS	6402	0	1500	1500		1500	0.0%
4067	COMMUNITY GRANTS	11950	11067	11067	0		0	100.0%
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	(6,565)	13933	20498		20498	(47.1%)
4089	H R & H & S SUPPORT	1086	2450	2500	50	7	43	98.3%
4091	TOWN HALL ENTERTAINERS	0	0	600	600		600	0.0%
4092	TOILET CLEANING CONT (WDBC)	7067	0	1000	1000		1000	0.0%
4093	TH MANAGER'S BUDGET	749	0	1500	1500		1500	0.0%
4094	MARKET REEVE BUDGET	1100	579	1500	921	161	760	49.3%
4095	MUSEUM GRANT	0	0	11300	11300		11300	0.0%
4096	CLLRS ALLOWANCE	11747	6429	12000	5571		5571	53.6%
4097	Cllr IT Allowance	733	0	1000	1000		1000	0.0%
4098	THT GRANT (STAFF)	0	0	7300	7300		7300	0.0%

4099	THT GRANT	0	0	35000	35000		35000	0.0%
4102	ANCIENT MONUMENTS	35	0	1000	1000		1000	0.0%
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4108	CHRISTMAS LIGHTS	2169	1742	6000	4258	264	3994	33.4%
4112	TOWN CLERK'S BUDGET	1399	0	1500	1500	285	1215	19.0%
4114	ASST TC BUDGET	607	0	1500	1500	264	1236	17.6%
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%
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	831054	1714329	883275	25891	857384	50.0%
Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
1000	INTERMENTS	24332	20835	30000	9165			69.4%
1008	Insurance Claims Received	0	2687	0	(2,687)			0.0%
1010	RENT RECEIVED	433236	393204	466961	73757			84.2%
1011	INSURANCE RECHARGED	2100	2150	2150	0			100.0%
1020	LETTING INCOME	71153	26178	48000	21822			54.5%
1021	EQUIPMENT HIRE INC	2046	300	2050	1750			14.6%
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	(4,256)	2500	6756			(170.2%)
1034	MAYOR'S FUNDRAISING	2180	0	0	0			0.0%
1040	MARKET TOLLS	362434	88587	390600	302013			22.7%
1041	ELECTRICITY RECOVERY	590	207	600	393			34.5%
1043	MARKET STORAGE	4218	2473	5000	2528			49.4%
1044	MARKET LOCK-UPS	33360	5872	33500	27628			17.5%
1045	MARKET CARRIER BAGS	761	328	500	173			65.5%
1046	WATER RATES RECOVERY	20	200	0	(200)			0.0%
1050	CAR PARK FEES	27826	3845	24800	20955			15.5%
1060	GOOSE FAIR INCOME	43322	0	41500	41500			0.0%
1061	PARK & RIDE INCOME	5081	0	6500	6500			0.0%
1068	Legal Fees Recovered	1900	1900	0	(1,900)			0.0%
1071	STAFF COSTS RECOVERED	3001	648	250	(398)			259.3%
1072	Grant Funding -WHS G'hll Proj	10614	219413	0	(219,413)			0.0%
1074	Government Grants	0	39618	0	(39,618)			0.0%
1075	PRECEPT SUPPORT GRANT	26670	0	0	0			0.0%
1076	PRECEPT	629910	728255	728255	0			100.0%
1077	GRANTS RECEIVED	0	7500	0	(7,500)			0.0%
1079	LOAN PROCEEDS	0	400000	0	(400,000)			0.0%
1080	MISC INCOME	12080	4441	3760	(681)			118.1%

1081	Garden Festival Income	3068	(1,970)	3000	4970			(65.7%)
1082	DEPOT SEAT INCOME	500	0	1500	1500			0.0%
	Code Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
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	1797	3000	1203			59.9%
1099	UNBUDGETED INCOME	5	0	0	0			0.0%
1100	BAR SALES	31462	(708)	40000	40708			(1.8%)
1120	FOOD SALES	97	0	0	0			0.0%
1130	Bar Extension & Licences	700	0	1000	1000			0.0%
	Total Income	1766500	1943635	1839426	(104,209)	0	0	105.70%

Notes
Revised budget £15,000
Event will not take place this fin. Year
Expect full commitment
Expect full commitment
Contracts & Servicing
Annual
Event cancelled, see also income
WDBC price increase
Coding Error
Accounting adjustment
Accounting adjustment
Three quarters foregone
Revised budget £1,500
Awards 2019/20
Revised budget £5,000
£5,600 committed
JE\Inns, Occ Health, COVID
In kind
Some foregone
Reallocation to CV costs

In-year savings - £ 31,000

Notes

In-year savings £ 30,000

Notes

Inv fig. Rent act rc'd 31/12/20 iro £341k

Town Hall closed. BH & BS some trading
Lockdown impacts

Venue closed

2020 event cancelled £4,256 refunded

Facilities closed April - June & Nov & Jan

Facilities closed April - June & Nov & Jan

Facilities closed April - June & Nov & Jan

Facilities closed April - June & Nov & Jan

Car park closed - works and CV

2020 event cancelled

2020 event cancelled

Furlough+Town reopen+disc'y grant

Withdrawn by WDBC

Received in two instalments

Guildhall project refers

Guildhall loan refers

2020 event cancelled £1,970 refunded

Notes
Contract terminated by WDBC
Facilities closed
Facilities closed
Facilities closed