

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

Year to 31st May 2020 = 16.67% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<b>Total Expenditure</b>	£ 1,517,960	£ 252,448	£ 1,731,029	£ 1,478,581	£ 19,534	£ 1,459,047	15.7%
<b>Total Income</b>	£ 1,766,500	£ 654,818	£ 1,839,426	£ 1,184,608	£ -	£ -	35.6%
<b>Net Expenditure over Income</b>	£ 248,540	£ 402,370	£ 108,397	£ 293,973			

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%)	
3002	COST OF SALES-FOOD	19	0	0	0		0	0.0%	
3011	BAR SUPPLIES	803	60	700	640		640	8.6%	
3020	Purchase Promotional Material	1980	0	0	0	150	(150)	0.0%	
	<b>Total Direct</b>	<b>15274</b>	<b>(260)</b>	<b>16700</b>	<b>16960</b>	<b>150</b>	<b>16810</b>	<b>(0.7%)</b>	
Expenditure Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	734704	102413	789396	686983		686983	13.0%	
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	98	3000	2902		2902	3.3%	
4007	CONFERENCES/MEETINGS	3308	0	4500	4500		4500	0.0%	
4008	COURSES/TRAINING	11947	0	12950	12950	150	12800	1.2%	
4009	TRAVEL	1008	0	2250	2250		2250	0.0%	
4010	MISC STAFF COSTS	1280	0	200	200		200	0.0%	
4011	RATES	137563	89581	118080	28499		28499	75.9%	Billed annually
4012	WATER RATES	7727	2377	7820	5443		5443	30.4%	
4014	ELECTRICITY	32112	2776	41500	38724		38724	6.7%	Facilities closed
4015	GAS	18507	289	28820	28531		28531	1.0%	Clement weather (seasonal)
4016	CLEANING AND RUBBISH	41926	5460	56700	51240	1198	50042	11.7%	
4017	License - PC Software	3567	0	3350	3350		3350	0.0%	
4020	MISC EXPENSES	20919	305	22000	21695		21695	1.4%	
4021	Tel. Calls/Service & Broadband	10900	1451	12000	10549	256	10293	14.2%	
4022	POSTAGE	3192	308	3100	2792		2792	9.9%	
4023	STATIONERY/PRINTING	3931	0	4700	4700		4700	0.0%	

4024	SUBSCRIPTIONS	3218	2455	3655	1200		1200	67.2%	Paid annually
4025	INSURANCE	24705	26977	29500	2523		2523	91.4%	Annual
4027	Photocopier hire and usage	4991	1190	7000	5810		5810	17.0%	
Expenditure Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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	194	24750	24556	6070	18486	25.3%	Committed spend
4032	WEBSITE DESIGN/M'TCE	190	80	600	520		520	13.3%	
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	0	68750	68750	793	67957	1.2%	
4037	GROUNDS MAINTENANCE	15650	0	30000	30000	480	29520	1.6%	
4038	CONTRACT MAINTENANCE	19925	4071	34050	29979	2643	27336	19.7%	Contracts & servicing
4041	EQUIPMENT HIRE	1344	314	1800	1486		1486	17.4%	
4042	EQUIPMENT MAINT'CE	16368	1418	21100	19682	449	19233	8.8%	
4043	VEHICLE RUNNING COST	17940	1321	16750	15429		15429	7.9%	
4044	PERFORMING RIGHTS	4642	2533	3050	517		517	83.0%	Annual
4045	IT MAINTENANCE/SUPPORT	14108	2193	14050	11857		11857	15.6%	
4046	EQUIPMENT PURCHASE	13196	895	15000	14105	444	13661	8.9%	
4047	GEN\WKS MGRS BUDGET	577	0	4000	4000		4000	0.0%	
4048	PARK & RIDE EXPEND	12031	0	11500	11500		11500	0.0%	
4050	POOP SCOOP	2601	0	2800	2800		2800	0.0%	
4051	BANK CHARGES	4436	495	4000	3505		3505	12.4%	
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	290	27500	27210		27210	1.1%	
4057	AUDIT FEES	3837	(2,820)	4780	7600		7600	(59.0%)	Accounting adjustment
4058	Professional Fees - Properties	14132	525	12000	11475		11475	4.4%	
4059	ACCOUNTANCY FEES	6454	(1,580)	5000	6580		6580	(31.6%)	Accounting adjustment
4062	MAYORS ALLCE	2000	0	2000	2000		2000	0.0%	
4063	Civic/Ceremonial Expenses	4038	531	5000	4469		4469	10.6%	
4064	TWINNING EXPENSES	242	0	250	250		250	0.0%	
4065	ELECTIONS	6402	0	1500	1500		1500	0.0%	
4067	COMMUNITY GRANTS	11950	10536	25000	14464		14464	42.1%	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	(12,065)	0	12065		12065	0.0%	£5, 600 committed
4089	H R & H & S SUPPORT	1086	2283	2500	218		218	91.3%	JE'vlns, Occ Health, Staffing
4091	TOWN HALL ENTERTAINERS	0	0	600	600		600	0.0%	
Expenditure Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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	0	1500	1500	161	1339	10.7%	
4095	MUSEUM GRANT	0	0	11300	11300		11300	0.0%	
4096	CLLRS ALLOWANCE	11747	0	12000	12000		12000	0.0%	
4097	Clr 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%	
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%	
4134	MAYORS F'RAISING DON'N	2180	218	0	(218)		(218)	0.0%	
4135	TOWN CRIER EXPENSES	35	0	35	35		35	0.0%	
4136	TOWN HALL EVENTS COSTS	7325	0	1500	1500		1500	0.0%	
	<b>Total Overhead</b>	<b>1502686</b>	<b>252708</b>	<b>1714329</b>	<b>1461621</b>	<b>19384</b>	<b>1442237</b>	<b>15.9%</b>	
Income Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1000	INTERMENTS	24332	3663	30000	26337			12.2%	
1010	RENT RECEIVED	433236	106306	466961	360655			22.8%	NOTE This represents the invoiced figure/not rent actually received
1011	INSURANCE RECHARGED	2100	1650	2150	500			76.7%	
1020	LETTING INCOME	71153	13	48000	47988			0.0%	Facilities closed
1021	EQUIPMENT HIRE INC	2046	0	2050	2050			0.0%	

1022	FORFEITED DEPOSITS	125	0	0	0			0.0%	
1023	TH KITCHEN LETTING INCOME	4731	0	4000	4000			0.0%	
1033	CIVIC BALL INCOME	4280	(94)	2500	2594			(3.8%)	
1034	MAYOR'S FUNDRAISING	2180	0	0	0			0.0%	
1040	MARKET TOLLS	362434	90	390600	390510			0.0%	Facilities closed
1041	ELECTRICITY RECOVERY	590	3	600	597			0.5%	
1043	MARKET STORAGE	4218	90	5000	4910			1.8%	
1044	MARKET LOCK-UPS	33360	0	33500	33500			0.0%	Facilities closed
1045	MARKET CARRIER BAGS	761	0	500	500			0.0%	
1046	WATER RATES RECOVERY	20	60	0	(60)			0.0%	
1050	CAR PARK FEES	27826	947	24800	23853			3.8%	Car park closed
1060	GOOSE FAIR INCOME	43322	0	41500	41500			0.0%	
Income Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1061	PARK & RIDE INCOME	5081	0	6500	6500			0.0%	
1068	Legal Fees Recovered	1900	0	0	0			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	2710	0	(2,710)			0.0%	
1075	PRECEPT SUPPORT GRANT	26670	0	0	0			0.0%	Withdrawn by WDBC
1076	PRECEPT	629910	364128	728255	364128			50.0%	
1080	MISC INCOME	12080	241	3760	3519			6.4%	
1081	Garden Festival Income	3068	(1,890)	3000	4890			(63.0%)	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%	Annual
1089	Partnership Funding	7417	0	0	0			0.0%	
1090	INTEREST RECEIVED	7782	371	3000	2629			12.4%	
1099	UNBUDGETED INCOME	5	0	0	0			0.0%	
1100	BAR SALES	31462	17	40000	39983			0.0%	
1120	FOOD SALES	97	0	0	0			0.0%	
1130	Bar Extension & Licences	700	0	1000	1000			0.0%	
	<b>Total Income</b>	<b>1766500</b>	<b>654818</b>	<b>1839426</b>	<b>1184608</b>	<b>0</b>	<b>0</b>	<b>35.6%</b>	

