

Tavistock Town Council
Budget Monitoring Report 31st December 2019

Agenda Item: 5b

Year to 31st December 2019 = 75% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Total Expenditure	£ 1,506,738	£ 1,137,488	£ 1,657,087	£ 519,599	£ 46,974	£ 472,625	71.5%
Total Income	£ 1,755,699	£ 1,677,894	£ 3,092,046	£ 1,414,152			54.3%
Net Expenditure over Income	£ 248,961	£ 540,406	£ 1,434,959	-£ 894,553			

Expenditure Detail	Year	to Date	Annual Bud	Variance	Expenditure	Available		
4001 SALARIES	704322	554784	777310	222526		222526	71.4%	All employees paid monthly
4003 Pension Added Years	0	890	900	10		10	98.9%	
4004 WAGES	32836	9139	30000	20861		20861	30.5%	Casuals paid weekly
4005 Temporary/Agency Staff	20607	6780	1000	(5,780)		(5,780)	678.0%	Reflects interim Admin. arrangements
4006 PROTECTIVE CLOTHING/UNIFORMS	2676	3050	3000	(50)	230	(280)	109.3%	Stock levels
4007 CONFERENCES/MEETINGS	1686	2631	5500	2869	980	1889	65.7%	
4008 COURSES/TRAINING	7271	9102	17700	8598	861	7737	56.3%	
4009 TRAVEL	1675	746	2550	1804		1804	29.2%	
4010 MISC STAFF COSTS	99	1100	200	(900)		(900)	550.0%	
4011 RATES	75969	94071	108760	14689		14689	86.5%	Invoiced Annually. MOC under review
4012 WATER RATES	6696	5536	9650	4114		4114	57.4%	Function of season & billing
4014 ELECTRICITY	30413	19367	55180	35813		35813	35.1%	Function of season & billing
4015 GAS	21121	9842	25320	15478		15478	38.9%	Function of season & billing
4016 CLEANING AND RUBBISH	41306	30271	51200	20929	3894	17035	66.7%	Reflects committed spend
4017 License - PC Software	3463	2979	4050	1071		1071	73.6%	
4020 MISC EXPENSES	22332	14281	21150	6869	6148	721	96.6%	
4021 Tel. Calls/Service & Broadband	9973	8452	10600	2148	504	1644	84.5%	New committed spend (BH)
4022 POSTAGE	2896	2268	3100	832	300	532	82.8%	Periodic top ups
4023 STATIONERY/PRINTING	4566	3203	5650	2447	273	2174	61.5%	
4024 SUBSCRIPTIONS	3390	3103	3630	527		527	85.5%	
4025 INSURANCE	25188	24518	26000	1482		1482	94.3%	Invoiced annually. Will increase re works
4027 Photocopier hire and usage	6486	4752	7000	2248		2248	67.9%	
4028 REGALIA	0	0	500	500		500	0.0%	
4029 TOWN ADVERTISING	3342	1938	5350	3413		3413	36.2%	Under review
4030 RECRUITMENT ADVTG	1845	1147	1750	603	29	574	67.2%	
4031 OTHER ADVERTISING	21288	13074	24721	11647	9168	2479	90.0%	Some advertising purchased annually
4032 WEBSITE DESIGN/M'TCE	760	670	600	(70)		(70)	111.7%	
4033 CIVIC BALL EXPENDTRE	6473	211	3500	3289		3289	6.0%	
4034 PUBLIC RELATIONS	0	0	2500	2500		2500	0.0%	
4036 PROPERTY MAINTENANCE	35169	80913	93935	13022	3792	9230	90.2%	PMKT(Glass film/drainage), Chamber window
4037 GROUNDS MAINTENANCE	15877	9920	21716	11796	3508	8288	61.8%	

4038	CONTRACT MAINTENANCE	18308	18381	24600	6219	4402	1817	92.6%	Some annual or periodic
4041	EQUIPMENT HIRE	1174	1093	2900	1807		1807	37.7%	
4042	EQUIPMENT MAINT'CE	15760	14154	21850	7696	1356	6340	71.0%	Emergency lift repairs
4043	VEHICLE RUNNING COST	16307	14633	15500	867	432	434	97.2%	
4044	PERFORMING RIGHTS	860	4642	1750	(2,892)		(2,892)	265.3%	
4045	I T MAINTENANCE/SUPPORT	11013	9918	10800	882		882	91.8%	Increased hosting charge
4046	EQUIPMENT PURCHASE	12655	11074	13500	2426	782	1644	87.8%	New marquees
4047	GEN\WKS MGRS BUDGET	3572	502	4000	3498		3498	12.6%	
4048	PARK & RIDE EXPEND	9826	10031	11500	1469		1469	87.2%	
4050	POOP SCOOP	5477	1734	5500	3766		3766	31.5%	
4051	BANK CHARGES	3380	3301	4000	699		699	82.5%	
4053	LOAN INTEREST	17061	8059	15730	7671		7671	51.2%	
4054	LOAN CAPITAL REPAID	40333	21853	31853	10000		10000	68.6%	Variable repayment dates
4055	Professional Fees (other)	2659	3785	4500	715	6720	(6,005)	233.4%	Committed spend miscoded
4056	LEGAL EXPENSES	61286	19829	24700	4871		4871	80.3%	Non standard work, invoices in process
4057	AUDIT FEES	4787	776	5430	4654		4654	14.3%	
4058	Professional Fees - Properties	14225	13882	11180	(2,702)		(2,702)	124.2%	Work turnover
4059	ACCOUNTANCY FEES	6188	3111	5000	1889		1889	62.2%	
4062	MAYORS ALLCE	2000	2000	2000	0		0	100.0%	Paid 1/2 yearly
4063	Civic/Ceremonial Expenses	3459	4038	5000	962		962	80.8%	
4064	TWINNING EXPENSES	237	242	250	8		8	96.7%	Recent event
4065	ELECTIONS	5139	6402	6000	(402)		(402)	106.7%	
4067	COMMUNITY GRANTS	13700	11950	25000	13050		13050	47.8%	Reflects last grant round
4073	PATHS MAINTENANCE	1642	159	2500	2341		2341	6.4%	
4076	TOWN SIGNS	0	0	1200	1200		1200	0.0%	
4089	H R & H & S SUPPORT	3776	0	2000	2000		2000	0.0%	J Eval'n review underway
4091	TOWN HALL ENTERTAINERS	420	0	600	600		600	0.0%	
4092	TOILET CLEANING CONT (WDBC)	6613	0	7000	7000		7000	0.0%	
4093	TH MANAGER'S BUDGET	898	695	1500	805		805	46.3%	
4094	MARKET REEVE BUDGET	1668	288	1500	1212	973	239	84.1%	
4095	MUSEUM GRANT	11300	0	14300	14300		14300	0.0%	
4096	CLLR'S ALLOWANCE	5655	8810	8687	(123)		(123)	101.4%	
4097	CLlr IT Allowance	0	733	1000	267		267	73.3%	Start year takeup
4099	THT GRANT	2500	0	4000	4000		4000	0.0%	Provision for loss of rent (Ct Gate)
4102	ANCIENT MONUMENTS	587	35	1000	965		965	3.5%	
4108	CHRISTMAS LIGHTS	3877	1707	6000	4293		4293	28.4%	
4112	TOWN CLERK'S BUDGET	1113	15	1500	1485		1485	1.0%	
4114	ASST TC BUDGET	515	163	1500	1337	437	901	40.0%	
4117	TOWN CLOCK	0	1245	1500	255		255	83.0%	
4119	MDO MGRS BUDGET	0	202	1500	1298	9	1289	14.0%	
4134	MAYORS F'RAISING DON'N	1075	1632	0	(1,632)		(1,632)	0.0%	
4135	TOWN CRIER EXPENSES	35	35	35	0		0	100.0%	
4136	TOWN HALL EVENTS COSTS	0	7325	1500	(5,825)		(5,825)	488.4%	

4178	Neighbourhood Plan	0	0	5000	5000		5000	0.0%	
4201	Bad Debts Written Off	606	0	0	0		0	0.0%	
4501	TTC Cont'n to THI Projects	68815	0	0	0		0	0.0%	
	Total Overhead	1490225	1127172	1640387	513215	44798	468417	71.4%	
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	14941	9332	16000	6668	375	6293	60.7%	
3002	COST OF SALES-FOOD	575	19	0	(19)		(19)	0.0%	
3011	BAR SUPPLIES	847	665	700	35		35	95.0%	
3020	Purchase Promotional Material	150	300	0	(300)	1800	(2,100)	0.0%	
	Total Direct	16513	10316	16700	6384	2175	4209	74.8%	
Income Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1000	INTERMENTS	28015	17012	30000	12988			56.7%	
1010	RENT RECEIVED	453815	428333	468011	39678			91.5%	
1011	INSURANCE RECHARGED	2200	2100	2150	50			97.7%	
1015	TICKET SALES	678	0	0	0			0.0%	
1020	LETTING INCOME	67611	63988	79000	15012			81.0%	
1021	EQUIPMENT HIRE INC	2185	1546	917	(629)			168.6%	
1022	FORFEITED DEPOSITS	768	125	0	(125)			0.0%	
1023	TH KITCHEN LETTING INCOME	5325	3169	6000	2831			52.8%	
1033	CIVIC BALL INCOME	4178	24	2500	2476			1.0%	
1034	MAYOR'S FUNDRAISING	1113	2180	0	(2,180)			0.0%	
1040	MARKET TOLLS	340460	293039	390500	97461			75.0%	Full delivery post works
1041	ELECTRICITY RECOVERY	1088	483	1150	667			42.0%	
1043	MARKET STORAGE	4493	3488	5000	1513			69.8%	
1044	MARKET LOCK-UPS	26175	27800	33500	5700			83.0%	
1045	MARKET CARRIER BAGS	1003	761	500	(261)			152.2%	
1050	CAR PARK FEES	33962	25943	25000	(943)			103.8%	
1060	GOOSE FAIR INCOME	45826	43322	41500	(1,822)			104.4%	
1061	PARK & RIDE INCOME	8125	5081	7250	2169			70.1%	
1068	Legal Fees Recovered	687	1900	0	(1,900)			0.0%	
1071	STAFF COSTS RECOVERED	1879	873	250	(623)			349.2%	
1072	Grant Funding -WHS G'hll Proj	17679	54985	877800	822815			6.3%	
1073	GRANT FUNDING HLF	4870	0	0	0			0.0%	
1075	PRECEPT SUPPORT GRANT	29179	26670	26670	0			100.0%	Withdrawn by WDBC in future
1076	PRECEPT	590814	629910	629895	(15)			100.0%	Received 1/2 yearly
1079	LOAN PROCEEDS	0	0	400000	400000			0.0%	Consent to borrow received
1080	MISC INCOME	20108	7177	6953	(224)			103.2%	
1081	Garden Festival Income	3053	1098	3000	1902			36.6%	
1082	DEPOT SEAT INCOME	1958	(500)	1500	2000			(33.3%)	
1087	Grounds Mtc Contract - WDBC	9000	0	9000	9000			0.0%	

1088	Play Park Inspections	350	0	0	0		0.0%	
1089	Partnership Funding	0	7417	0	(7,417)		0.0%	
1090	INTEREST RECEIVED	6266	6979	3000	(3,979)		232.6%	
1100	BAR SALES	41639	22497	40000	17503		56.2%	
1120	FOOD SALES	98	97	0	(97)		0.0%	
1130	Bar Extension & Licences	1100	400	1000	600		40.0%	
	Total Income	1755699	1677894	3092046	1414152		54.3%	