

Tavistock Town Council
Budget Monitoring Report 31st May 2022

Year to 31st May 2022 = 16.67% of year

		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent	
Total Expenditure		£ 1,232,606	£ 396,533	£ 1,837,707	£ 1,441,174	£ 67,052	£ 1,374,122	25.2%	
Total Income		£ 1,735,978	£ 665,027	£ 1,973,363	£ 1,308,336	£ -	£ -	33.7%	
Net Expenditure over Income		£ 503,372	£ 268,494	£ 135,656	£ 132,838				
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	4137	4431	10400	5969	19	5950	42.8%	Events preparation
3002	COST OF SALES-FOOD	55	0	0	0		0	0.0%	
3011	BAR SUPPLIES	530	172	0	(172)	50	(222)	0.0%	
	Total Direct	4721	4603	10400	5797	69	5728	44.9%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	608386	118668	863890	745222		745222	13.7%	Reduced staffing levels
4004	WAGES	26083	608	3000	2392		2392	20.3%	
4005	Temporary/Agency Staff	50133	12979	0	(12,979)		(12,979)	0.0%	
4006	PROTECTIVE CLOTHING/UNIFORMS	3692	626	3000	2374	172	2202	26.6%	
4007	CONFERENCES/MEETINGS	1176	2426	4000	1574		1574	60.6%	Variable dates
4008	COURSES/TRAINING	8555	1865	15000	13135	3100	10035	33.1%	Variable dates
4009	TRAVEL	398	197	1750	1553		1553	11.2%	
4010	MISC STAFF COSTS	1366	419	250	(169)		(169)	167.6%	Lateral Flow Tests
4011	RATES	114067	112632	130325	17693		17693	86.4%	Guildhall not yet invoiced
4012	WATER RATES	5614	2374	16250	13876		13876	14.6%	Variable payment dates
4014	ELECTRICITY	26697	611	60030	59419		59419	1.0%	Contract end July-major increase
4015	GAS	17529	1008	37950	36942		36942	2.7%	Contract end July-major increase
4016	CLEANING AND RUBBISH	32317	9027	56900	47873	10730	37143	34.7%	Committed (Sparlings) then drawn down
4017	License - PC Software	3006	352	5544	5192		5192	6.3%	
4020	MISC EXPENSES	3066	67	24550	24483	2570	21912	10.7%	
4021	Tel. Calls/Service & Broadband	11525	1946	11750	9804	326	9478	19.3%	
4022	POSTAGE	1859	605	2100	1495	445	1050	50.0%	Pre-payment
4023	STATIONERY/PRINTING	3398	184	2900	2716	89	2628	9.4%	
4024	SUBSCRIPTIONS	3837	2561	3740	1179		1179	68.5%	Typically annual
4025	INSURANCE	21290	71811	28500	(43,311)		(43,311)	252.0%	Unscheduled increase 2022-23
4027	Photocopier hire and usage	6514	0	6550	6550		6550	0.0%	Paid quarterly in advance
4028	REGALIA	150	0	250	250		250	0.0%	
4029	TOWN ADVERTISING	1295	494	4000	3507		3507	12.3%	
4030	RECRUITMENT ADVTG	5126	338	3500	3162	364	2798	20.1%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4031	OTHER ADVERTISING	9240	1785	24000	22215	1691	20523	14.5%	
4032	WEBSITE DESIGN/M'TCE	200	105	600	495		495	17.5%	
4033	CIVIC BALL EXPENDTRE	3634	4285	3500	(785)	3465	(4,250)	221.4%	2022 evt costs inc. in 22/23 budget due to timing
4034	PUBLIC RELATIONS	140	0	2500	2500		2500	0.0%	
4036	PROPERTY MAINTENANCE	34325	3415	68750	65335	21992	43343	37.0%	Committed inc. Museum RWGs
4037	GROUND MAINTENANCE	15559	1878	30000	28122	4472	23649	21.2%	
4038	CONTRACT MAINTENANCE	24380	3962	37350	33388	6598	26789	28.3%	Committed inc. lift/door/fire/ROSPA
4041	EQUIPMENT HIRE	1886	267	1800	1533	135	1398	22.3%	
4042	EQUIPMENT MAINT'CE	8364	487	31100	30613	853	29760	4.3%	
4043	VEHICLE RUNNING COST	12747	3841	16750	12909	918	11991	28.4%	Committed = suspension works
4044	PERFORMING RIGHTS	1621	520	3800	3280		3280	13.7%	
4045	IT MAINTENANCE/SUPPORT	11464	1726	14150	12424		12424	12.2%	
4046	EQUIPMENT PURCHASE	8365	1527	15000	13473	853	12619	15.9%	Committed inc. PM water heater + misc.
4047	GEN\WKS MGRS BUDGET	1177	0	4000	4000	51	3949	1.3%	
4048	PARK & RIDE EXPEND	0	0	11500	11500		11500	0.0%	
4049	MINOR EQUIPMENT	50	0	0	0		0	0.0%	
4050	POOP SCOOP/DOG WARDEN	5169	(2,307)	8250	10557		10557	(28.0%)	Periodic billing
4051	BANK CHARGES	4182	921	4000	3079		3079	23.0%	
4053	LOAN INTEREST	22724	(1,756)	21899	23655		23655	(8.0%)	
4054	LOAN CAPITAL REPAID	42266	5108	42564	37456		37456	12.0%	
4055	Professional Fees (other)	0	195	3500	3305	390	2915	16.7%	
4056	LEGAL EXPENSES	11362	5430	27500	22070		22070	19.7%	
4057	AUDIT FEES	3022	(2,000)	4380	6380	185	6195	(41.4%)	Accounting adj/prior year refers
4058	Professional Fees - Properties	11106	0	12000	12000		12000	0.0%	
4059	ACCOUNTANCY FEES	4361	417	5000	4583		4583	8.3%	Accounting adj/prior year refers
4062	MAYORS ALLCE	2000	1000	2000	1000		1000	50.0%	
4063	Civic/Ceremonial Expenses	1885	959	5000	4041		4041	19.2%	
4064	TWINNING EXPENSES	0	0	250	250		250	0.0%	
4065	ELECTIONS	0	0	1500	1500		1500	0.0%	
4067	COMMUNITY GRANTS	0	7810	20000	12190		12190	39.0%	
4073	PATHS MAINTENANCE	106	2392	2500	108		108	95.7%	Surface path (Pearce/Benson Meadows)
4076	TOWN SIGNS	0	0	1000	1000		1000	0.0%	
4078	Localism	0	0	19840	19840		19840	0.0%	4178 refers
4089	H R & H & S SUPPORT	755	840	2500	1660	60	1600	36.0%	Prior year refers
4091	TOWN HALL ENTERTAINERS	0	0	400	400		400	0.0%	
4092	TOILET CLEANING CONT (WDBC)	8535	0	1000	1000		1000	0.0%	
4093	TH MANAGER'S BUDGET	554	0	2000	2000		2000	0.0%	
4094	MARKET REEVE BUDGET	661	0	2000	2000		2000	0.0%	
4096	CLLRS ALLOWANCE	10726	0	12000	12000		12000	0.0%	

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4097	CIlr IT Allowance	0	0	1000	1000		1000	0.0%	
4099	THT GRANT	0	0	35000	35000		35000	0.0%	
4102	ANCIENT MONUMENTS	226	0	1000	1000		1000	0.0%	
4108	CHRISTMAS LIGHTS	3759	0	6000	6000		6000	0.0%	
4112	TOWN CLERK'S BUDGET	1130	413	2000	1587		1587	20.6%	
4114	ASST TC BUDGET	981	321	2000	1679		1679	16.1%	
4117	TOWN CLOCK	139	0	1500	1500		1500	0.0%	
4119	MDO MGRS BUDGET	19	0	0	0		0	0.0%	
4120	EX WDBC PUBLIC TOILETS	0	0	26000	26000		26000	0.0%	
4134	MAYORS F'RAISING DON'N	573	600	0	(600)		(600)	0.0%	
4135	TOWN CRIER EXPENSES	35	0	35	35		35	0.0%	
4136	TOWN HALL EVENTS COSTS	0	0	1000	1000		1000	0.0%	
4178	Neighbourhood Plan	1383	160	160	0	3500	(3,500)	2287.50%	4078 refers
4179	Platinum Jubilee TTC	0	997	0	(997)	4022	(5,019)	0.0%	
4180	Platinum Jubilee 3rd Party	0	4832	0	(4,832)		(4,832)	0.0%	
	Total Overhead	1227885	391930	1827307	1435377	66983	1368394	25.1%	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1000	INTERMENTS	30467	3451	30000	26549			11.5%	
1010	*RENT RECEIVED - INVOICE	414290	103573	444920	341347			23.3%	Typically quarterly
1011	*INSURANCE RECHARGED	1900	1600	2300	700			69.6%	Principally annually
1020	*LETTING INCOME - INVOICE	77286	17269	97500	80231			17.7%	** Please see note below, actual = £19,759
1021	*EQUIPMENT HIRE INC	1462	457	2500	2043			18.3%	
1022	FORFEITED DEPOSITS	500	0	0	0			0.0%	
1023	*TH KITCHEN LETTING INCOME	2102	950	4000	3050			23.7%	
1033	CIVIC BALL INCOME	6754	146	2500	2354			5.8%	
1034	MAYOR'S FUNDRAISING	573	600	0	(600)			0.0%	
1040	MARKET TOLLS	306368	55585	390418	334833			14.2%	
1041	*ELECTRICITY RECOVERY	482	190	350	160			54.2%	
1043	*MARKET STORAGE	5105	935	5000	4065			18.7%	
1044	*MARKET LOCK-UPS - INVOICE	24562	8060	29321	21261			27.5%	
1045	MARKET CARRIER BAGS	449	0	350	350			0.0%	
1046	*WATER RATES RECOVERY	727	0	240	240			0.0%	
1050	CAR PARK FEES	19039	3921	21800	17879			18.0%	
1060	GOOSE FAIR INCOME	0	0	38500	38500			0.0%	
1061	PARK & RIDE INCOME	0	0	6500	6500			0.0%	
1068	Legal Fees Recovered	527	0	0	0			0.0%	
1069	Professional Fees Recovered	450	0	0	0			0.0%	
1071	STAFF COSTS RECOVERED	3222	0	0	0			0.0%	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1072	Grant ACE Jubilee Funding	0	7722	0	(7,722)			0.0%	
1073	GRANT FUNDING HLF	0	0	0	0			0.0%	
1074	Government Grants	9010	0	0	0			0.0%	
1076	PRECEPT	800316	426277	852554	426277			50.0%	Paid in two instalments
1077	GRANTS RECEIVED	321	24390	0	(24,390)			0.0%	
1080	MISC INCOME	18339	1736	11510	9774			15.1%	
1081	Garden Festival Income	0	3195	3000	(195)			106.5%	
1082	DEPOT SEAT INCOME	1175	0	1800	1800			0.0%	
1090	INTEREST RECEIVED	462	521	1500	979			34.8%	
1100	BAR SALES	9753	4148	26000	21852			16.0%	
1120	FOOD SALES	138	0	0	0			0.0%	
1130	Bar Extension & Licences	200	300	800	500			37.5%	
	Total Income	1735978	665027	1973363	1308336	0	0	33.7%	

* Please note income shown represents income invoiced not necessarily received.

** Due to time constraints some invoices (£2,490) have not been processed but 100% payment has been received for those bookings