

Tavistock Town Council
Budget Monitoring Report 28th February 2025

Year to 28th February 2025 = 91.7% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent
Total Income *	£ 2,225,781	£ 2,226,843	£ 2,338,103	£ 111,262	£ -	£ -	95%
Total Expenditure	£ 2,040,597	£ 2,017,392	£ 2,338,103	£ 320,713	£ 39,667	£ 281,051	86%
Net Expenditure over Income	£ 185,184	£ 209,451	£ -	-£ 209,451	-£ 39,667	-£ 281,051	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1000	INTERMENTS	31,050	27,480	32,000	4,520			85.90%	
1010	RENT RECEIVED - INVOICE*	457,897	429,492	467,473	37,981			91.90%	Invoiced Quarterly - increased turnover + challenging market conditions
1011	INSURANCE RECHARGED	2,500	2,500	2,300	-200			108.70%	Annual
1020	LETTING INCOME - INVOICE	107,995	101,052	111,000	9,948			91.00%	Includes Town Hall (currently underperforming against budget)
1021	EQUIPMENT HIRE INC	2,744	1,774	2,500	726			71.00%	
1022	FORFEITED DEPOSITS	2242	810	0	-810			0.00%	
1023	TH KITCHEN LETTING INCOME	3,784	1,948	4,000	2,052			48.70%	
1033	CIVIC BALL INCOME	733	5775	3,250	-2,525			177.70%	annual - retrospective
1034	MAYOR'S FUNDRAISING	646	1859	0	-1859			0.00%	
1040	MARKET TOLLS	382,966	367,591	428,200	60,609			85.80%	revised rates Jan-Feb
1041	ELECTRICITY RECOVERY	870	964	1075	111			89.70%	Periodic
1042	GAS RECOVERY	0	12	0	-12			0.00%	
1043	MARKET STORAGE	5,483	4,833	5,000	168			96.60%	
1044	MARKET LOCK-UPS - INVOICE	31100	24182	31500	7318			76.80%	
1046	WATER RATES RECOVERY	200	220	240	20			91.70%	
1050	CAR PARK FEES	37,748	21,641	27,000	5,359			80.20%	
1060	GOOSE FAIR INCOME	40,987	43,238	40,000	-3238			108.10%	Relates to Goose Fair
1061	PARK & RIDE INCOME	5,508	5,490	5,500	10			99.80%	
1068	Legal Fees Recovered	95	9,391	0	-9,391			0.00%	
1069	Professional Fees Recovered	0	1250	0	-1250			0.00%	
1071	STAFF COSTS RECOVERED	2,973	567	3,700	3,134			15.30%	
1076	PRECEPT	968,870	999718	999718	0			100.00%	Received 6 monthly
1077	GRANTS RECEIVED	0	61640	86,997	25,357			70.90%	principally S106 (Bannawell)
1078	DONATIONS RECEIVED	6,820	748	0	-748			0.00%	
1080	MISC INCOME	19270	18338	11350	-6988			161.60%	
1081	Garden Festival Income	1,781	4528	3,500	-1,028			129.40%	Annual
1082	DEPOT SEAT INCOME	2,059	1387	0	-1387			0.00%	
1090	INTEREST RECEIVED	73,512	64,808	50,000	-14,808			129.60%	Rates higher than forecast
1091	NEIGHBOURHOOD DEVELOPMENT PLAN	9900	3101	0	-3101			0.00%	project nearing completion
1100	BAR SALES	24167	19796	21000	1204			94.30%	
1120	FOOD SALES	581	606	0	-606			0.00%	
1130	Bar Extension & Licences	400	104	800	696			13.00%	
1175	PROCEEDS OF ASSET DISPOSALS	900	0	0	0			0.00%	
	Total Income	2,225,781	2,226,843	2,338,103	111,262	0	0	95%	

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

	Actual Last	Actual Year	Current	Budget	Committed	Funds	% Spent	Notes
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Code	Expenditure Detail	Year	to Date	Annual Bud	Variance	Expenditure	Available		
3001	COST OF SALES-DRINK	8,992	7,807	8,400	593	400	193	97.70%	
3002	COST OF SALES-FOOD	124	14	0	-14		-14	0.00%	
3011	BAR SUPPLIES	1032	878	1,000	122		122	87.80%	
	Total Direct	10,148	8,699	9,400	701	400	301	93%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	929,998	919,055	1,003,447	84,392		84,392	91.60%	Reduced staffing levels (+4005=IRO 92.18% Actual)
4004	WAGES	9,929	8,870	10,408	1,538		1,538	85.20%	
4005	Temporary/Agency Staff	13,475	5,969	0	-5,969		-5,969	0.00%	see 4001 above
4006	PROTECTIVE CLOTHING/UNIFORMS	3,079	3004	3,300	296	22	275	91.70%	
4007	CONFERENCES/MEETINGS	2,552	2561	4,000	1,439		1,439	64.00%	
4008	COURSES/TRAINING	11,299	10,153	15,000	4,847	910	3,937	73.80%	
4009	TRAVEL	1,131	394	1,750	1,356		1,356	22.50%	
4010	MISC STAFF COSTS	184	75	250	176		176	29.80%	
4011	RATES	128,189	153,249	148,850	-4,399		-4,399	103.00%	Annual Invoices received month 1
4012	WATER RATES	9,361	8,819	13,490	4,671		4,671	65.40%	Risk item - disputed meter supply - now resolved
4014	ELECTRICITY	70,358	48,635	69,600	20,965		20,965	69.90%	Some spend seasonally driven contract to be reviewed June
4015	GAS	29,626	24,953	63,150	38,197		38,197	39.50%	Spend seasonally driven contract to be reviewed June
4016	CLEANING AND RUBBISH	48,140	43,034	62,450	19,416	10,199	9,217	85.20%	
4017	License (Incl PC Software)	4,574	5,638	5,517	-121	48	-168	103.00%	Variable invoice dates
4020	MISC EXPENSES	17,535	19864	18,850	-1,014		-1,014	105.40%	principally Goose Fair expenditure
4021	Tel. Calls/Service & Broadband	13,057	14,566	14,065	-501	263	-763	105.40%	
4022	POSTAGE	2,679	2167	3,500	1,333	300	1,033	70.50%	
4023	STATIONERY/PRINTING	2,601	1980	3,550	1,570		1,570	55.80%	
4024	SUBSCRIPTIONS	5,552	5,545	5,695	150		150	97.40%	Annual
4025	INSURANCE	80,565	79,223	87,500	8,277		8,277	90.50%	Annual Invoices received month 1
4027	Photocopier hire and usage	6,664	5153	6,550	1,397		1,397	78.70%	
4028	REGALIA	0	0	250	250		250	0.00%	
4029	TOWN ADVERTISING	787	343	4,000	3,658		3,658	8.60%	
4030	RECRUITMENT ADVTG	904	784	3,500	2,716		2,716	22.40%	
4031	OTHER ADVERTISING	15,909	18,410	22,001	3,591	1532	2,059	90.60%	
4032	WEBSITE DESIGN/M'TCE	260	755	1250	495	63	433	65.40%	Website upgrade to be met from RCP
4033	CIVIC BALL EXPENDTRE	3,504	5,536	4,250	-1,286	4448	-5,734	234.90%	Event took place month 1 - committed spend for 2025 ball
4034	PUBLIC RELATIONS	0	0	1,500	1,500		1,500	0.00%	
4036	PROPERTY MAINTENANCE	83,666	64,197	74,000	9,803	8,601	1,202	98.40%	Commitments pending
4037	GROUNDS MAINTENANCE	18,087	33397	39,999	6,602	1,300	5,302	86.70%	
4038	CONTRACT MAINTENANCE	25,084	31,004	35,510	4,506	1,978	2,528	92.90%	Periodic
4041	EQUIPMENT HIRE	1,676	3192	2,000	-1,192		-1,192	159.60%	over spend as advised to council
4042	EQUIPMENT MAINT'CE	8,897	13,521	21,170	7,649	2420	5,229	75.30%	Periodic
4043	VEHICLE RUNNING COST	15,804	12,484	20,750	8,266	2,057	6,209	70.10%	
4044	PERFORMING RIGHTS	3,113	3,141	4,000	859		859	78.50%	
4045	I T MAINTENANCE/SUPPORT	13,419	16,642	17,100	458		458	97.30%	
4046	EQUIPMENT PURCHASE	11,687	17,123	16,000	-1,123	3,176	-4,299	126.90%	Periodic - over spend as advised to council - committed play equipment
4047	GEN & WKS MGRS BUDGETS	1838	1819	3,000	1,181		1,181	60.60%	
4048	PARK & RIDE EXPEND	12,289	12093	13,500	1,407		1,407	89.60%	Annual (part costs)
4050	POOP SCOOP/DOG WARDEN	4614	2307	9500	7193		7193	24.30%	
4051	BANK CHARGES	3,836	6,284	5,500	-784		-784	114.30%	
4053	LOAN INTEREST	20,114	12,022	19,070	7,048		7,048	63.00%	

4054	LOAN CAPITAL REPAID	42,833	33,143	33,143	0		0	100.00%	
4055	Professional Fees (other)	0	894	2,500	1,606		1,606	35.80%	includes eg EPC certificates
4056	LEGAL EXPENSES	35078	27968	30,000	2,032		2,032	93.20%	
4057	AUDIT FEES	3,633	1,003	3,676	2,673		2,673	27.30%	
4058	Professional Fees - Properties	11,735	10,694	12,000	1,306		1,306	89.10%	
4059	ACCOUNTANCY FEES	6,828	2,011	5,500	3,489	1700	1,790	67.50%	
4062	MAYORS ALLCE	2,000	2,000	2,000	0		0	100.00%	
4063	CIVIC/CEREMONIAL EXPENSES	3,187	3638	5,000	1,362		1,362	72.80%	Periodic
4064	TWINNING EXPENSES	250	250	250	0		0	100.00%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4065	ELECTIONS	2877	0	1,500	1,500		1,500	0.00%	Transfer to EMR
4067	COMMUNITY GRANTS	11,323	20,246	20,000	-246		-246	101.20%	Prior financial year awards refer
4073	PATHS MAINTENANCE	1,103	2507	2,500	-7		-7	100.30%	
4076	TOWN SIGNS	120	810	1,000	190		190	81.00%	
4078	LOCALISM	0	0	15,848	15,848		15,848	0.00%	See 4178 regarding committed spend
4089	H R & H & S SUPPORT	0	0	2,500	2,500		2,500	0.00%	
4091	TOWN HALL ENTERTAINERS	0	200	500	300		300	40.00%	
4092	TOILET CLEANING CONT (WDBC)	1,000	1000	0	-1,000		-1,000	0.00%	
4093	TH MANAGER'S BUDGET	839	529	1,500	971		971	35.30%	
4094	MARKET REEVE BUDGET	1,450	166	1,500	1,334	250	1,084	27.70%	
4096	CLLRS ALLOWANCE	11,685	8309	14,500	6,191		6,191	57.30%	
4097	CCLR IT ALLOWANCE	0	0	1,300	1,300		1,300	0.00%	
4102	ANCIENT MONUMENTS	910	949	1,000	51		51	94.90%	
4108	CHRISTMAS LIGHTS	13092	6771	8,000	1,229		1229	84.60%	Typically seasonal
4112	TOWN CLERK'S BUDGET	144	0	1,500	1,500		1,500	0.00%	
4114	ASST TC BUDGET	931	88	1,500	1,412		1,412	5.90%	
4117	TOWN CLOCK	921	195	1,500	1,305		1,305	13.00%	
4120	EX WDBC PUBLIC TOILETS	11,590	13662	35,000	21,338		21,338	39.00%	Annually
4121	REFRESHMENTS	0	149	0	-149		-149	0.00%	
4134	MAYORS F'RAISING DON'N	958	1,645	0	-1,645		-1,645	0.00%	
4135	TOWN CRIER EXPENSES	30	30	35	5		5	85.70%	
4136	TOWN HALL EVENTS COSTS	27	0	750	750		750	0.00%	
4155	FLOWER BASKETS	0	62	0	-62		-62	0.00%	
4178	NEIGHBOURHOOD PLAN	11,555	6242	3640	-2602		-2602	171.50%	Funding drawn down periodically from 4078. Grant income on 1091 refers. Fully Funded.
4179	Platinum Jubilee TTC	0	512	512	0		0	100.00%	D-Day Beacon Lighting
	Total Overhead	1,812,135	1,763,634	2,068,926	305,294	39,267	266,032	85%	

Code	Other Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes - Primarily Funded from RCP/EMR
4201	BAD DEBTS WRITTEN OFF	50	-	-	-		-	0.00%	
4800	ROLLING CAPITAL FUND PROVISION	20,677	100,001	100,000	- 1		- 1	100.00%	
4804	CAP PLAY EQUIPMENT	-	84,321	83,000	- 1,321		- 1,321	101.60%	Bannawell Refers
4811	CAP COUNCIL ICT INFRASTRUCTURE	-	4,800	10,000	5,200		5,200	48.00%	
4815	CAP NEW PLANT & VEHICLES	-	-	-	-		-	0.00%	
4825	CAP - THI PROPERTIES SINKING F	27,500	27,500	27,500	-		-	100.00%	
4827	CAP - GUILDHALL SINKING FUND	12,750	12,750	12,750	-		-	100.00%	
4843	CAP - MARKET RD RETAINING WALL	-	-	3,227	3,227		3,227	0.00%	Complete
4844	CAP - MUSEUM EMERGENCY	101,117	-	9,314	9,314		9,314	0.00%	Complete
4845	CAP - TOWN HALL MAJOR REPAIRS	315,911	-	11,075	11,075		11,075	0.00%	Complete
4846	CAP - G'Hall Toilets Refurb	-	-	40,000	40,000		40,000	0.00%	Pending agreement
4848	CAP - Guildhall Access/Securit	-	-	11,718	11,718		11,718	0.00%	
4849	CAP - BETSY GRIMBAL TOWER	-	7,631	-	- 7,631		- 7,631	0.00%	Grant application anticipated
4850	CAP - Cattle Market Ret'g Wall	-	11,898	-	- 11,898		- 11,898	0.00%	
4899	DEF'D GRANTS OFFSET DEP'N	- 24,568	-	-	-		-	0.00%	
4900	DEPRECIATION CHARGE	146,777	-	-	-		-	0.00%	
4901	ASSETS CAPITALISED	393,309	-	-	-		-	0.00%	
4902	IRRECOVERABLE VAT	20,016	16,055	20,000	3,945		3,945	80.30%	
4903	BID Levy	2,803	3,785	3,500	- 285		- 285	108.20%	
4911	ASSETS FINANCED FROM GRANTS	- 27,437	-	-	-		-	0.00%	
4984	Tfr to Cap Receipts Reserve	900	-	-	-		-	0.00%	
4991	TRANSFER TO RESERVES	12,249	-	-	-		-	0.00%	
4992	TRANSFER FROM RESERVES	- 17,285	-	-	-		-	0.00%	
4994	TFR FROM CAP REC RSV	- 25,803	-	-	-		-	0.00%	
4995	TFR TO ROLLING CAP FUND	-	-	86,997	86,997		86,997	0.00%	
4996	TFR TO EQPT REPL FUND	9,843	9,030	9,030	-		-	100.00%	
4997	FUNDED FROM ROLLING CAP FUND	- 750,495	- 32,712	- 168,334	- 135,622		- 135,622	19.40%	
	Total Other Expenditure	218,314	245,059	259,777	14,718	0	14,718	94%	