

Tavistock Town Council
Budget Monitoring Report 30th September 2023

Year to 30th September 2023 = 50% of year

		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent	
	Total Expenditure	£ 1,630,047	£ 894,410	£ 2,090,407	£ 1,196,000	£ 74,525	£ 1,121,478	43%	
	Total Income *	£ 1,999,534	£ 1,747,016	£ 2,220,899	£ 473,884	£ -	£ -	79%	
	Net Expenditure over Income	£ 369,487	£ 852,606	£ 130,492	£ 722,116				
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	5,243	4,245	8,000	3,755		3,755	53.10%	
3002	COST OF SALES-FOOD	87	124	0	-124		-124	0.00%	
3011	BAR SUPPLIES	832	616	1,000	384		384	61.60%	
	Total Direct	6,162	4,985	9,000	4,015	0	4,015	55%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	758,172	413,151	966,418	553,267		553,267	42.80%	Reduced staffing levels (+4005=IRO 43.72% Actual)
4004	WAGES	12,083	4,773	4,000	-773		-773	119.30%	Casual staff/increasing events
4005	Temporary/Agency Staff	67,296	9,334	0	-9,334		-9,334	0.00%	see 4001 above
4006	PROTECTIVE CLOTHING/UNIFORMS	3,376	1934	3,000	1,066	146	920	69.30%	GH uniforms
4007	CONFERENCES/MEETINGS	3,296	1798	4,000	2,202	315	1,887	52.80%	
4008	COURSES/TRAINING	7,296	5,269	15,000	9,731	762	8,969	40.20%	Depot training
4009	TRAVEL	1,337	338	1,750	1,413		1,413	19.30%	
4010	MISC STAFF COSTS	2,893	48	250	202		202	19.10%	
4011	RATES	120,683	128,189	139,150	10,961		10,961	92.10%	Annual invoices received in April. Adjustment for GH expected post October
4012	WATER RATES	4,069	3,410	13,850	10,440		10,440	24.60%	Periodic Billing
4014	ELECTRICITY	55,034	24,719	97,020	72,301		72,301	25.50%	Periodic Billing
4015	GAS	25,359	5,278	93,800	88,522		88,522	5.60%	Periodic Billing and seasonal usage
4016	CLEANING AND RUBBISH	54,311	27,463	55,000	27,537	4,972	22,565	59.00%	Committed (Sparlings) then drawn down
4017	Licence - PC Software	3,793	2,875	4,500	1,625		1,625	63.90%	Annual Licences received at the beginning of the Financial Year
4020	MISC EXPENSES	27,902	1497	22,950	21,453	26,749	-5,295	123.10%	GF Commitments (deposits-SWAST & Toilets & signs)
4021	Tel. Calls/Service & Broadband	11,988	6,536	12,850	6,314	413	5,902	54.10%	
4022	POSTAGE	2,715	1096	3,500	2,404		2,404	31.30%	
4023	STATIONERY/PRINTING	2,488	1565	2,900	1,335		1,335	54.00%	
4024	SUBSCRIPTIONS	4,095	4,330	4,470	140		140	96.90%	Typically annual - differing invoice dates
4025	INSURANCE	74,031	76,037	85,000	8,963		8,963	89.50%	Annual invoices received in April. Event insurances adhoc
4027	Photocopier hire and usage	6,338	3318	6,550	3,232		3,232	50.70%	Paid quarterly in advance
4028	REGALIA	0	0	250	250		250	0.00%	
4029	TOWN ADVERTISING	2,136	956	4,000	3,045		3,045	23.90%	Demand dependant
4030	RECRUITMENT ADVTG	2,002	442	3,500	3,058		3,058	12.60%	
4031	OTHER ADVERTISING	12,796	5,639	22,000	16,361	348	16,013	27.20%	
4032	WEBSITE DESIGN/M'TCE	330	200	600	400	75	325	45.80%	
4033	CIVIC BALL EXPENDTRE	5,515	2,305	4,250	1,945		1,945	54.20%	2023 evt costs inc. in 23/24 budget due to timing
4034	PUBLIC RELATIONS	0	0	1,500	1,500		1,500	0.00%	
4036	PROPERTY MAINTENANCE	52,710	29,674	68,750	39,076	18,513	20,563	70.10%	residual works
4037	GROUNDS MAINTENANCE	12,665	10419	35,000	24,581	1,275	23,306	33.40%	
4038	CONTRACT MAINTENANCE	24,768	17,367	32,350	14,983	2,039	12,944	60.00%	Typically annual - differing invoice dates
4041	EQUIPMENT HIRE	1,585	830	1,800	970		970	46.10%	
4042	EQUIPMENT MAINT'CE	6,237	3,039	21,170	18,131	580	17,551	17.10%	
4043	VEHICLE RUNNING COST	19,871	10,138	18,750	8,612	447	8,165	56.50%	Ageing Fleet

4044	PERFORMING RIGHTS	2,076	2,954	3,800	846		846	77.70%	Annual Licenses received at the beginning of the Financial Year
4045	I T MAINTENANCE/SUPPORT	12,594	6,450	16,100	9,650		9,650	40.10%	
4046	EQUIPMENT PURCHASE	8,084	5,958	15,000	9,042		9,042	39.70%	
4047	GEN\WKS MGRS BUDGET	890	125	3,000	2,875		2,875	4.20%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4048	PARK & RIDE EXPEND	11,910	0	12,500	12,500	9544	2,956	76.40%	Goose Fair refers
4049	MINOR EQUIPMENT	22	0	0	0		0	0.00%	
4050	POOP SCOOP/DOG WARDEN	4,614	0	9,500	9,500		9,500	0.00%	
4051	BANK CHARGES	5,472	1,817	5,500	3,683		3,683	33.00%	
4053	LOAN INTEREST	21,429	7,412	20,162	12,750		12,750	36.80%	Periodic invoicing
4054	LOAN CAPITAL REPAID	42,564	21378	42,832	21,454		21,454	49.90%	Periodic invoicing
4055	Professional Fees (other)	680	0	2,500	2,500		2,500	0.00%	
4056	LEGAL EXPENSES	24,097	5,440	30,000	24,561	4700	19,861	33.80%	
4057	AUDIT FEES	4,514	-235	4,900	5,135		5,135	-4.80%	Accounting adj/prior year refers
4058	Professional Fees - Properties	12,676	5,677	12,000	6,323		6,323	47.30%	
4059	ACCOUNTANCY FEES	3,400	2,640	5,500	2,860		2,860	48.00%	
4062	MAYORS ALLCE	2,000	1000	2,000	1,000		1,000	50.00%	
4063	Civic/Ceremonial Expenses	3,737	1461	5,000	3,539	720	2,819	43.60%	
4064	TWINNING EXPENSES	250	250	250	0		0	100.00%	
4065	ELECTIONS	17	0	1,500	1,500		1,500	0.00%	
4067	COMMUNITY GRANTS	8,096	11,328	20,000	8,672		8,672	56.60%	Grants paid early due to purdah
4073	PATHS MAINTENANCE	2,392	0	2,500	2,500		2,500	0.00%	
4076	TOWN SIGNS	0	0	1,000	1,000		1,000	0.00%	
4078	Localism	147	0	19,849	19,849		19,849	0.00%	Up to £18k for 4178 (subject to grants received) Current budget at start of year £20k
4089	H R & H & S SUPPORT	840	0	2,500	2,500		2,500	0.00%	
4091	TOWN HALL ENTERTAINERS	0	0	400	400		400	0.00%	
4092	TOILET CLEANING CONT (WDBC)	9,258	0	1,000	1,000		1,000	0.00%	
4093	TH MANAGER'S BUDGET	843	93	1,500	1,407		1,407	6.20%	
4094	MARKET REEVE BUDGET	1,101	27	1,500	1,473	30	1,443	3.80%	
4096	CLLR ALLOWANCE	10,469	5703	14,500	8,797		8,797	39.30%	
4097	Clr IT Allowance	0	0	1,300	1,300		1,300	0.00%	
4099	THT GRANT	0	0	35,000	35,000		35,000	0.00%	Changed operating arrangements
4102	ANCIENT MONUMENTS	817	910	1,000	90		90	91.00%	Drake Statue lighting replacement
4108	CHRISTMAS LIGHTS	10,948	1,785	6,000	4,215	1,080	3,135	47.80%	
4112	TOWN CLERK'S BUDGET	413	144	1,500	1,356		1,356	9.60%	
4114	ASST TC BUDGET	1,149	66	1,500	1,434		1,434	4.40%	
4117	TOWN CLOCK	1,110	0	1,500	1,500		1,500	0.00%	
4120	EX WDBC PUBLIC TOILETS	0	0	26,000	26,000		26,000	0.00%	Negotiations on-going
4134	MAYORS F'RAISING DON'N	912	1,270	0	-1,270		-1,270	0.00%	
4135	TOWN CRIER EXPENSES	30	30	35	5		5	85.70%	
4136	TOWN HALL EVENTS COSTS	0	5	750	745		745	0.70%	
4178	Neighbourhood Plan	8,504	1770	151	-1619	1,817	-3,435	2375.00%	Draw down facility - 4078 refers (ie not overspent). - Grant received of £9,900 on 1091
4179	Platinum Jubilee TTC	5,018	0	0	0		0	0.00%	Legacy
4180	Platinum Jubilee 3rd Party	7,625	0	0	0		0	0.00%	Legacy
4181	Plat. Jubliee TTC -Town Events	4,017	0	0	0		0	0.00%	Legacy
	Total Overhead	1,623,885	889,425	2,081,407	1,191,985	74,525	1,117,463	43%	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1000	INTERMENTS	30,293	15,038	30,000	14,962			50.10%	
1010	RENT RECEIVED - INVOICE	434,079	337,279	457,319	120,040			73.80%	Typically quarterly-note third quarter invoices issued
1011	INSURANCE RECHARGED	2,500	2,500	2,300	-200			108.70%	Principally annually
1020	LETTING INCOME - INVOICE	94,203	65,780	105,500	39,720			62.40%	
1021	EQUIPMENT HIRE INC	1,579	1,768	2,000	232			88.40%	
1022	FORFEITED DEPOSITS	6086	1109	0	-1109			0.00%	
1023	TH KITCHEN LETTING INCOME	2,659	2,414	4,000	1,586			60.30%	
1033	CIVIC BALL INCOME	3,073	833	3,250	2,417			25.60%	
1034	MAYOR'S FUNDRAISING	912	1270	0	-1270			0.00%	
1040	MARKET TOLLS	354,319	198,295	410,700	212,405			48.30%	Daily/weekly/monthly - note Jan-Feb reduction
1041	ELECTRICITY RECOVERY	410	605	750	145			80.70%	Increased unit rates
1043	MARKET STORAGE	6,133	2,663	5,000	2338			53.20%	
1044	MARKET LOCK-UPS - INVOICE	35,825	16,440	31,000	14,560			53.00%	
1045	MARKET CARRIER BAGS	78	0	100	100			0.00%	
1046	WATER RATES RECOVERY	100	80	240	160			33.30%	
1050	CAR PARK FEES	25,562	19,899	21,500	1,601			92.60%	Income from WDBC for GH car park Ringo for 22/23 received in April
1060	GOOSE FAIR INCOME	40,093	37,970	38,500	530			98.60%	
1061	PARK & RIDE INCOME	5,624	0	6,500	6500			0.00%	
1071	STAFF COSTS RECOVERED	4,246	211	3000	2,789			7.00%	
1072	Grant ACE Jubilee Funding	7,722	0	0	0			0.00%	
1076	PRECEPT	852,554	968,870	968,870	0			100.00%	
1077	GRANTS RECEIVED	20,000	15684	59560	43876			26.30%	EA grant for Market Road wall repairs and Monitoring Station
1080	MISC INCOME	20,117	4161	11,510	7,349			36.20%	
1081	Garden Festival Income	5,299	1781	3,500	1,719			50.90%	
1082	DEPOT SEAT INCOME	600	739	0	-739			0.00%	
1090	INTEREST RECEIVED	27,120	28546	35,000	6,454			81.60%	higher interest rates/extended project completions
1091	Neighbourhood Development Plan	4,684	9900	0	-9900			0.00%	Grant of £9,900 received - refer to 4178 NDP above
1100	BAR SALES	12,951	12,481	20,000	7,519			62.40%	
1120	FOOD SALES	113	500	0	-500			0.00%	
1130	Bar Extension & Licences	600	200	800	600			25.00%	
1175	PROCEEDS OF ASSET DISPOSALS							0.00%	
	Total Income	1,999,534	1,747,016	2,220,899	473,884	0	0	79%	

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