

Tavistock Town Council
Budget Monitoring Report 30th June 2020

Year to 30th June 2020 = 25% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
Total Expenditure	£1,517,960	£335,418	£1,731,029	£1,395,611	£20,119	£1,375,492	20.5%	
Total Income	£1,766,500	£762,058	£1,839,426	£1,077,368			41.4%	Income Invoiced NOT necessarily received
Net Expenditure over Income	£ 248,540	£ 426,640	£ 108,397	-£ 318,243				

	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	181	700	519		519	25.8%	
3020	Purchase Promotional Material	1980	0	0	0	150	(150)	0.0%	
	Total Direct	15274	(139)	16700	16839	150	16689	0.1%	
	Expenditure Detail								
4001	SALARIES	734704	151293	789396	638103		638103	19.2%	Some posts unfilled
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	411	3000	2589		2589	13.7%	
4007	CONFERENCES/MEETINGS	3308	0	4500	4500		4500	0.0%	
4008	COURSES/TRAINING	11947	315	12950	12635	400	12235	5.5%	
4009	TRAVEL	1008	50	2250	2200		2200	2.2%	
4010	MISC STAFF COSTS	1280	2660	200	(2,460)		(2,460)	1330.0%	
4011	RATES	137563	89581	118080	28499		28499	75.9%	Billed Annually
4012	WATER RATES	7727	2482	7820	5338		5338	31.7%	Billed periodically
4014	ELECTRICITY	32112	4317	41500	37183		37183	10.4%	Facilities Closed
4015	GAS	18507	1003	28820	27817		27817	3.5%	Clement Weather (Seasonal)
4016	CLEANING AND RUBBISH	41926	10469	56700	46231	293	45938	19.0%	
4017	License - PC Software	3567	816	3350	2534		2534	24.4%	
4020	MISC EXPENSES	20919	2840	22000	19160		19160	12.9%	
4021	Tel. Calls/Service & Broadband	10900	2695	12000	9305	228	9077	24.4%	
4022	POSTAGE	3192	308	3100	2792	300	2492	19.6%	
4023	STATIONERY/PRINTING	3931	59	4700	4641	116	4526	3.7%	

	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4024	SUBSCRIPTIONS	3218	2950	3655	705		705	80.7%	Paid Annually (various dates)
4025	INSURANCE	24705	27002	29500	2498		2498	91.5%	Most paid annually
4027	Photocopier hire and usage	4991	2619	7000	4381		4381	37.4%	Periodic payments
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	487	24750	24263	6094	18169	26.6%	NOTE 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	1128	68750	67622	1269	66354	3.5%	
4037	GROUNDS MAINTENANCE	15650	0	30000	30000	730	29270	2.4%	
4038	CONTRACT MAINTENANCE	19925	5282	34050	28768	2643	26125	23.3%	Contracts & Servicing
4041	EQUIPMENT HIRE	1344	314	1800	1486		1486	17.4%	
4042	EQUIPMENT MAINT'CE	16368	1627	21100	19473	449	19024	9.8%	
4043	VEHICLE RUNNING COST	17940	2541	16750	14209		14209	15.2%	
4044	PERFORMING RIGHTS	4642	2533	3050	517		517	83.0%	Annual
4045	I T MAINTENANCE/SUPPORT	14108	2193	14050	11857	25	11832	15.8%	
4046	EQUIPMENT PURCHASE	13196	2495	15000	12505	504	12001	20.0%	
4047	GEN\WKS MGRS BUDGET	577	520	4000	3480	18	3462	13.4%	
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	657	4000	3343		3343	16.4%	
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	1240	27500	26260		26260	4.5%	
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	315	5000	4685		4685	6.3%	Accounting adjustment
4062	MAYORS ALLCE	2000	0	2000	2000		2000	0.0%	
4063	Civic/Ceremonial Expenses	4038	0	5000	5000		5000	0.0%	
4064	TWINNING EXPENSES	242	0	250	250		250	0.0%	
4065	ELECTIONS	6402	0	1500	1500		1500	0.0%	
4067	COMMUNITY GRANTS	11950	11067	25000	13933		13933	44.3%	Awards 2019/20

	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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	(8,065)	0	8065		8065	0.0%	£5,600 committed
4089	H R & H & S SUPPORT	1086	2283	2500	218		218	91.3%	JE'vlns, Occ Health Staffing @ year end
4091	TOWN HALL ENTERTAINERS	0	0	600	600		600	0.0%	
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	537	1500	963	161	802	46.5%	
4095	MUSEUM GRANT	0	0	11300	11300		11300	0.0%	
4096	CLLRS ALLOWANCE	11747	2937	12000	9063		9063	24.5%	
4097	Cllr 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%	
	Total Overhead	1502686	335558	1714329	1378771	19969	1358802	20.7%	

	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
1000	INTERMENTS	24332	5313	30000	24687			17.7%	
1010	RENT RECEIVED	433236	203051	466961	263910			43.5%	Note this represents the invoice figure/not rent actually received
1011	INSURANCE RECHARGED	2100	2000	2150	150			93.0%	
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%	

Income Detail		Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
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	110	390600	390490			0.0%	Facilities closed
1043	MARKET STORAGE	4218	180	5000	4820			3.6%	
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	80	0	(80)			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%	
1061	PARK & RIDE INCOME	5081	0	6500	6500			0.0%	
1068	Legal Fees Recovered	1900	450	0	(450)			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	10636	0	(10,636)			0.0%	
1075	PRECEPT SUPPORT GRANT	26670	0	0	0			0.0%	
1076	PRECEPT	629910	364128	728255	364128			50.0%	
1080	MISC INCOME	12080	241	3760	3519			6.4%	
1081	Garden Festival Income	3068	(2,030)	3000	5030			(67.7%)	
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%	
1089	Partnership Funding	7417	0	0	0			0.0%	
1090	INTEREST RECEIVED	7782	501	3000	2499			16.7%	
1099	UNBUDGETED INCOME	5	0	0	0			0.0%	
1100	BAR SALES	31462	17	40000	39983			0.0%	Facilities closed
1120	FOOD SALES	97	0	0	0			0.0%	Facilities closed
1130	Bar Extension & Licences	700	0	1000	1000			0.0%	Facilities closed
	Total Income	1766500	762058	1839426	1077368			41.4%	