

Tavistock Town Council

Budget Monitoring Report 31st October 2020

Year to 31st October 2020 = 58.33% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Total Expenditure	£ 1,517,960	£ 686,244	£ 1,731,029	£ 1,044,785	£ 30,317	£ 1,014,468	41.4%
Total Income	£ 1,766,500	£ 1,654,011	£ 1,839,426	£ 185,415			89.9%
Net Expenditure over Income	£ 248,540	£ 967,767	£ 108,397	£ 859,370			

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
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	422	700	278		278	60.2%
3020	Purchase Promotional Material	1980	0	0	0	150	(150)	0.0%
	Total Direct	15274	102	16700	16598	150	16448	1.5%

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4001	SALARIES	734704	351948	789396	437448		437448	44.6%
4003	Pension Added Years	1094	0	900	900		900	0.0%
4004	WAGES	10651	0	6000	6000		6000	0.0%
4005	Temporary/Agency Staff	10034	3200	0	(3,200)		(3,200)	0.0%
4006	PROTECTIVE CLOTHING/UNIFORM	3422	1412	3000	1588	134	1454	51.5%
4007	CONFERENCES/MEETINGS	3308	32	4500	4468		4468	0.7%
4008	COURSES/TRAINING	11947	22	12950	12928	680	12248	5.4%
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	122380	118080	(4,300)		(4,300)	103.6%
4012	WATER RATES	7727	3479	7820	4341		4341	44.5%
4014	ELECTRICITY	32112	7055	41500	34445		34445	17.0%
4015	GAS	18507	5750	28820	23070		23070	20.0%
4016	CLEANING AND RUBBISH	41926	20196	56700	36504	75	36429	35.8%
4017	License - PC Software	3567	2368	3350	982		982	70.7%
4020	MISC EXPENSES	20919	5381	22000	16619		16619	24.5%
4021	Tel. Calls/Service & Broadband	10900	6352	12000	5648	543	5105	57.5%
4022	POSTAGE	3192	948	3100	2152	300	1852	40.3%
4023	STATIONERY/PRINTING	3931	725	4700	3975	166	3810	18.9%
4024	SUBSCRIPTIONS	3218	3177	3655	478		478	86.9%
4025	INSURANCE	24705	27002	29500	2498		2498	91.5%
4027	Photocopier hire and usage	4991	4048	7000	2952		2952	57.8%
4028	REGALIA	0	0	500	500	366	134	73.2%
4029	TOWN ADVERTISING	2465	0	4000	4000		4000	0.0%

4030	RECRUITMENT ADVTG	3213	620	1500	880		880	41.3%
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4031	OTHER ADVERTISING	17536	3622	24751	21129	3806	17323	30.0%
4032	WEBSITE DESIGN/M'TCE	190	305	600	295	25	270	55.0%
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	5436	68750	63314	5982	57333	16.6%
4037	GROUNDS MAINTENANCE	15650	9773	29999	20226	2255	17971	40.1%
4038	CONTRACT MAINTENANCE	19925	13009	34050	21041	5450	15592	54.2%
4041	EQUIPMENT HIRE	1344	740	1800	1060		1060	41.1%
4042	EQUIPMENT MAINT'CE	16368	2430	21100	18670	775	17896	15.2%
4043	VEHICLE RUNNING COST	17940	5144	16750	11606	1086	10520	37.2%
4044	PERFORMING RIGHTS	4642	2533	3050	517		517	83.0%
4045	I T MAINTENANCE/SUPPORT	14108	7815	14050	6235		6235	55.6%
4046	EQUIPMENT PURCHASE	13196	4610	15000	10390	911	9479	36.8%
4047	GEN\WKS MGRS BUDGET	577	700	4000	3300	3	3297	17.6%
4048	PARK & RIDE EXPEND	12031	0	11500	11500		11500	0.0%
4050	POOP SCOOP/DOG WARDEN	2601	4491	2800	(1,691)		(1,691)	160.4%
4051	BANK CHARGES	4436	1777	4000	2223		2223	44.4%
4053	LOAN INTEREST	15680	7463	25855	18392		18392	28.9%
4054	LOAN CAPITAL REPAID	31853	20284	41488	21204		21204	48.9%
4055	Professional Fees (other)	3785	0	2500	2500	6720	(4,220)	268.8%
4056	LEGAL EXPENSES	25855	9140	27500	18360		18360	33.2%
4057	AUDIT FEES	3837	(2)	4780	4782		4782	0.0%
4058	Professional Fees - Properties	14132	4496	12000	7504		7504	37.5%
4059	ACCOUNTANCY FEES	6454	1558	5000	3442		3442	31.2%
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	11067	0		0	100.0%
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)	13933	21998		21998	(57.9%)
4089	H R & H & S SUPPORT	1086	2421	2500	79	7	72	97.1%
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	579	1500	921	161	760	49.3%
4095	MUSEUM GRANT	0	0	11300	11300		11300	0.0%
4096	CLLRS ALLOWANCE	11747	4759	12000	7241		7241	39.7%

4097	ClIr IT Allowance	733	0	1000	1000		1000	0.0%
4098	THT GRANT (STAFF)	0	0	7300	7300		7300	0.0%
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4099	THT GRANT	0	0	35000	35000		35000	0.0%
4102	ANCIENT MONUMENTS	35	0	1000	1000		1000	0.0%
4108	CHRISTMAS LIGHTS	2169	1002	6000	4998	704	4294	28.4%
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	35	35	0		0	100.0%
4136	TOWN HALL EVENTS COSTS	7325	0	1500	1500		1500	0.0%
	Total Overhead	1502686	686143	1714329	1028186	30167	998020	41.8%
	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
1000	INTERMENTS	24332	15344	30000	14656			51.1%
1008	Insurance Claims Received	0	2687	0	(2,687)			0.0%
1010	RENT RECEIVED	433236	304505	466961	162456			65.2%
1011	INSURANCE RECHARGED	2100	2150	2150	0			100.0%
1020	LETTING INCOME	71153	16969	48000	31031			35.4%
1021	EQUIPMENT HIRE INC	2046	300	2050	1750			14.6%
1022	FORFEITED DEPOSITS	125	132	0	(132)			0.0%
1023	TH KITCHEN LETTING INCOME	4731	0	4000	4000			0.0%
1033	CIVIC BALL INCOME	4280	(4,256)	2500	6756			(170.2%)
1034	MAYOR'S FUNDRAISING	2180	0	0	0			0.0%
1040	MARKET TOLLS	362434	56912	390600	333688			14.6%
1041	ELECTRICITY RECOVERY	590	200	600	400			33.4%
1043	MARKET STORAGE	4218	1390	5000	3610			27.8%
1044	MARKET LOCK-UPS	33360	4061	33500	29439			12.1%
1045	MARKET CARRIER BAGS	761	193	500	308			38.5%
1046	WATER RATES RECOVERY	20	160	0	(160)			0.0%
1050	CAR PARK FEES	27826	3798	24800	21002			15.3%
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	1900	0	(1,900)			0.0%
1071	STAFF COSTS RECOVERED	3001	960	250	(710)			384.1%
1072	Grant Funding -WHS G'hll Proj	10614	79454	0	(79,454)			0.0%
1074	Government Grants	0	35636	0	(35,636)			0.0%
1075	PRECEPT SUPPORT GRANT	26670	0	0	0			0.0%
1076	PRECEPT	629910	728255	728255	0			100.0%

1079	LOAN PROCEEDS	0	400000	0	(400,000)			0.0%
1080	MISC INCOME	12080	5153	3760	(1,393)			137.0%
1081	Garden Festival Income	3068	(1,970)	3000	4970			(65.7%)
	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
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	787	3000	2213			26.2%
1099	UNBUDGETED INCOME	5	0	0	0			0.0%
1100	BAR SALES	31462	(708)	40000	40708			(1.8%)
1120	FOOD SALES	97	0	0	0			0.0%
1130	Bar Extension & Licences	700	0	1000	1000			0.0%
	Total Income	1766500	1654011	1839426	185415			89.9%

see 1010 below

Notes
Facilities Closed
Facilities Closed
Facilities Closed
Notes
Revised budget £607,729 target
Facilities Closed
Revised budget £1,000
Revised budget £3,000
Revised budget £750
Billed Annually
Billed periodically
Revised budget £28,830. Bills in query
Revised budget £17,000
Revised budget £45,360
Paid Annually (various dates)
Most paid annually
Periodic payments
Coach Driver incentive refers

Notes
Revised budget £15,000
Event uncertain
Expect full commitment
Expect full commitment
Contracts & Servicing
Annual
Event cancelled, see also income
WDBC price increase
Coding Error
Accounting adjustment
Accounting adjustment
Half year foregone
Revised budget £1,500
Awards 2019/20
Revised budget £5,000
£5,600 committed
JE'vlns, Occ Health, COVID
In kind
Some foregone

Under review
Notes
Wef date of opening
Date of transfer under review
Notes
Inv fig. Rent act rc'd 31/10/20 iro £215k = 46%
Town Hall closed. BH & BS some trading
2020 event cancelled £4,256 refunded
Facilities closed April - June & Nov
Facilities closed April - June & Nov
Facilities closed April - June & Nov
Facilities closed April - June & Nov
Car park closed
2020 event cancelled
2020 event cancelled
Furlough+Town reopen+disc'y grant
Withdrawn by WDBC
Received in two instalments

Guildhall project refers
2020 event cancelled £1,970 refunded
Notes
Facilities closed
Facilities closed
Facilities closed