

Tavistock Town Council

Budget Monitoring Report 30th April 2019

Year to 30th April 2019 = 8.33% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget
Total Expenditure	1,506,738	281,186	1,647,087	1,365,901	34,913	1,330,988	19.2 %
Total Income	1,755,699	545,355	1,814,246	-1,268,891			30.1 %
Net Expenditure over Income	£ 248,961	£ 264,169	£ 167,159	£ 2,634,792			

Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes
4001 SALARIES	704,322	57,538	777,310	719,772		719,772	7.4 %	All employees paid monthly
4003 Pension Added Years	0	890	900	10		10	98.9 %	
4004 WAGES	32,836	790	30,000	29,210		29,210	2.6 %	Casuals paid weekly
4005 Temporary/Agency Staff	20,607	3,834	1,000	-2,834		-2,834	383.4 %	Reflects interim office arrangements
4006 PROTECTIVE CLOTHING/UNIFORMS	2,676	698	3,000	2,302	299	2,004	33.2 %	
4007 CONFERENCES/MEETINGS	1,686	486	5,500	5,014	150	4,864	11.6 %	
4008 COURSES/TRAINING	7,271	1,927	17,700	15,773	1,663	14,110	20.3 %	New Council year
4009 TRAVEL	1,675	201	2,550	2,349		2,349	7.9 %	
4010 MISC STAFF COSTS	99	0	200	200		200	0.0 %	
4011 RATES	75,969	90,007	108,760	18,753		18,753	82.8 %	Invoyced annually
4012 WATER RATES	6,696	1,166	9,650	8,484		8,484	12.1 %	
4014 ELECTRICITY	30,413	1,611	55,180	53,569		53,569	2.9 %	
4015 GAS	21,121	1,436	25,320	23,884		23,884	5.7 %	
4016 CLEANING AND RUBBISH	41,306	7,576	51,200	43,624	7,806	35,817	30.0 %	Reflects committed spend
4017 License - PC Software	3,463	0	4,050	4,050	25	4,050	0.0 %	
4020 MISC EXPENSES	22,332	720	21,150	20,430		20,405	3.5 %	
4021 Tel. Calls/Service & Broadband	9,973	1,300	10,600	9,300	441	8,859	16.4 %	New committed spend (BH)
4022 POSTAGE	2,896	308	3,100	2,792	300	2,492	19.6 %	Periodic top ups
4023 STATIONERY/PRINTING	4,566	578	5,650	5,072	84	4,988	11.7 %	
4024 SUBSCRIPTIONS	3,390	2,062	3,630	1,568		1,568	56.8 %	
4025 INSURANCE	25,188	24,252	26,000	1,748		1,748	93.3 %	Invoyced annually
4027 Photocopier hire and usage	6,486	0	7,000	7,000		7,000	0.0 %	
4028 REGALIA	0	0	500	500		500	0.0 %	
4029 TOWN ADVERTISING	3,342	566	5,350	4,785	1,058	3,727	30.3 %	Under review
4030 RECRUITMENT ADVTG	1,845	0	1,750	1,750	294	1,456	16.8 %	
4031 OTHER ADVERTISING	21,288	2,069	24,721	22,652	4,706	17,946	27.4 %	Some advertising purchased annually
4032 WEBSITE DESIGN/WTCE	760	0	600	600		600	0.0 %	
4033 CIVIC BALL EXPENDTRE	6,473	0	3,500	3,500		3,500	0.0 %	
4034 PUBLIC RELATIONS	0	0	2,500	2,500		2,500	0.0 %	
4036 PROPERTY MAINTENANCE	35,169	36,142	73,935	37,793	1,713	36,080	51.2 %	PMKTT(Glass film/drainage), Chamber window
4037 GROUNDS MAINTENANCE	15,877	2,639	31,716	29,077	898	28,180	11.2 %	
4038 CONTRACT MAINTENANCE	18,308	4,947	24,600	19,653	4,516	15,136	38.5 %	Some annual or periodic
4041 EQUIPMENT HIRE	1,174	254	2,900	2,646		2,646	8.8 %	

Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes
4042 EQUIPMENT MAINTNCE	15,760	3,677	21,850	18,173	253	17,920	18.0 %	Emergency lift repairs
4043 VEHICLE RUNNING COST	16,307	1,718	15,500	13,782	894	12,888	16.9 %	
4044 PERFORMING RIGHTS	860	0	1,750	1,750		1,750	0.0 %	
4045 IT MAINTENANCE/SUPPORT	11,013	2,265	10,800	8,535		8,535	21.0 %	Increased hosting charge
4046 EQUIPMENT PURCHASE	12,655	1,020	13,500	12,480	827	11,653	13.7 %	
4047 GENWKS MGRS BUDGET	3,572	0	4,000	4,000		4,000	0.0 %	
4048 PARK & RIDE EXPEND	9,826	1,000	11,500	10,500		10,500	8.7 %	
4050 POOP SCOOP	5,477	867	5,500	4,633		4,633	15.8 %	
4051 BANK CHARGES	3,380	372	4,000	3,628		3,628	9.3 %	
4053 LOAN INTEREST	17,061	67	15,730	15,663		15,663	0.4 %	
4054 LOAN CAPITAL REPAYD	40,333	5,174	31,853	26,679		26,679	16.2 %	
4055 Professional Fees (other)	2,659	0	4,500	4,500	8,400	-3,900	186.7 %	Committed spend miscoded
4056 LEGAL EXPENSES	61,286	9,290	24,700	15,410		15,410	37.6 %	Non standard work
4057 AUDIT FEES	4,787	-2,800	5,430	8,230		8,230	-51.6 %	
4058 Professional Fees - Properties	14,225	2,761	11,180	8,419	-200	8,619	22.9 %	Work turnover
4059 ACCOUNTANCY FEES	6,188	-1,468	5,000	6,468		6,468	-29.4 %	
4062 MAYORS ALLOC	2,000	0	2,000	2,000		2,000	0.0 %	
4063 Civic/Ceremonial Expenses	3,459	730	5,000	4,270	80	4,190	16.2 %	
4064 TWINNING EXPENSES	237	200	250	50		50	80.0 %	Recent event
4065 ELECTIONS	5,139	0	6,000	6,000		6,000	0.0 %	
4067 COMMUNITY GRANTS	13,700	11,950	25,000	13,050		13,050	47.8 %	Reflects last grant round
4073 PATHS MAINTENANCE	1,642	0	2,500	2,500	54	2,446	2.2 %	
4076 TOWN SIGNS	0	0	1,200	1,200		1,200	0.0 %	
4089 H R & H & S SUPPORT	3,776	0	2,000	2,000		2,000	0.0 %	
4091 TOWN HALL ENTERTAINERS	420	0	600	600		600	0.0 %	
4092 TOILET CLEANING CONT (WDBC)	6,613	0	7,000	7,000		7,000	0.0 %	
4093 TH MANAGER'S BUDGET	898	83	1,500	1,418	89	1,329	11.4 %	
4094 MARKET REEVE BUDGET	1,668	7	1,500	1,493		1,493	0.5 %	
4095 MUSEUM GRANT	11,300	0	14,300	14,300		14,300	0.0 %	
4096 CLRBS ALLOWANCE	5,655	0	8,687	8,687		8,687	0.0 %	
4097 Clir-IT Allowance	0	733	1,000	267		267	73.3 %	Start year takeup
4099 THT GRANT	2,500	0	4,000	4,000		4,000	0.0 %	
4102 ANCIENT MONUMENTS	587	0	1,000	1,000		1,000	0.0 %	
4108 CHRISTMAS LIGHTS	3,877	0	6,000	6,000		6,000	0.0 %	
4112 TOWN CLERK'S BUDGET	1,113	0	1,500	1,500		1,500	0.0 %	
4114 ASST TC BUDGET	515	0	1,500	1,500	200	1,300	13.3 %	
4117 TOWN CLOCK	0	0	1,500	1,500		1,500	0.0 %	
4119 MDO MGRS BUDGET	0	0	1,500	1,500		1,500	0.0 %	
4134 MAYORS FRAISING DONIN	1,075	1,632	0	-1,632		-1,632	0.0 %	
4135 TOWN CRIER EXPENSES	35	0	35	35		35	0.0 %	
4136 TOWN HALL EVENTS COSTS	0	0	1,500	1,500		1,500	0.0 %	
4178 Neighbourhood Plan	0	0	5,000	5,000		5,000	0.0 %	
4201 Bad Debts Written Off	606	0	0	0		0	0.0 %	
4501 TTC Con'tn to TH Projects	68,815	-4,307	0	4,307		4,307	0.0 %	
Total Overhead	1,490,225	278,969	1,630,387	1,351,418	34,549	1,316,869	19.2 %	

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes
Expenditure Detail								
3001 COST OF SALES-DRINK	14,941	1,912	16,000	14,088	214	13,874	13.3 %	
3002 COST OF SALES-FOOD	575	0	0	0	0	0	0.0 %	
3011 BAR SUPPLIES	847	155	700	545	0	545	22.1 %	
3020 Purchase Promotional Material	150	150	0	-150	150	-300	0.0 %	
Total Direct	16,513	2,217	16,700	14,483	364	14,119	15.5 %	

Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget	Notes
1000 INTERMENTS	28,015	3,881	30,000	-26,119			12.9 %	
1010 RENT RECEIVED	453,815	109,212	468,011	-358,799			23.3 %	
1011 INSURANCE RECHARGED	2,200	1,600	2,150	-550			74.4 %	
1015 TICKET SALES	678	0	0	0			0.0 %	
1020 LETTING INCOME	67,611	4,326	79,000	-74,674			5.5 %	
1021 EQUIPMENT HIRE INC	2,185	40	917	-877			4.4 %	
1022 FORFEITED DEPOSITS	768	0	0	0			0.0 %	
1023 TH KITCHEN LETTING INCOME	5,325	90	6,000	-5,910			1.5 %	
1033 CIVIC BALL INCOME	4,178	24	2,500	-2,476			1.0 %	
1034 MAYORS FUNDRAISING	1,113	1,414	0	1,414			0.0 %	
1040 MARKET TOLLS	340,460	36,874	390,500	-353,626			9.4 %	
1041 ELECTRICITY RECOVERY	1,088	150	1,150	-1,000			13.0 %	
1043 MARKET STORAGE	4,493	413	5,000	-4,588			8.2 %	
1044 MARKET LOCK-UPS	26,175	8,340	33,500	-25,160			24.9 %	
1045 MARKET CARRIER BAGS	1,003	137	500	-363			27.4 %	
1050 CAR PARK FEES	33,962	8,201	25,000	-16,799			32.8 %	
1060 GOOSE FAIR INCOME	45,826	0	41,500	-4,1500			0.0 %	
1061 PARK & RIDE INCOME	8,125	0	7,250	-7,250			0.0 %	
1068 Legal Fees Recovered	687	0	0	0			0.0 %	
1071 STAFF COSTS RECOVERED	1,879	0	250	-250			0.0 %	
1072 Grant Funding -WHS G'hill Proj	17,679	24,640	0	24,640			0.0 %	
1073 GRANT FUNDING HLF	4,870	0	0	0			0.0 %	
1075 PRECEPT SUPPORT GRANT	29,179	0	26,670	-26,670			0.0 %	
1076 PRECEPT	590,814	341,625	629,895	-288,270			54.2 %	
1080 MISC INCOME	20,108	396	6,953	-6,557			5.7 %	
1081 Garden Festival Income	3,053	1,105	3,000	-1,895			36.8 %	
1082 DEPOT SEAT INCOME	1,958	-500	1,500	-2,000			-33.3 %	
1087 Grounds Mtc Contract - WDBC	9,000	0	9,000	-9,000			0.0 %	
1088 Play Park Inspections	350	0	0	0			0.0 %	
1090 INTEREST RECEIVED	6,266	589	3,000	-2,411			19.6 %	
1100 BAR SALES	41,639	2,799	40,000	-37,201			7.0 %	
1120 FOOD SALES	98	0	0	0			0.0 %	
1130 Bar Extension & Licences	1,100	0	1,000	-1,000			0.0 %	
Total Income	1,755,699	545,355	1,814,246	-1,268,891			30.1 %	

