Tavistock Town Council **APPENDIX 5**
Budget Monitoring Report 30th September 2025

Year to 30th September 2025 = 50% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent
Total Income *	£ 2,233,978	£ 1,831,002	£ 2,300,764	£ 469,764	£ -	£ -	80%
Total Expenditure	£ 2,396,812	£ 1,080,354	£ 2,300,764	£ 1,220,410	£ 62,534	£ 1,157,876	47%
Net Expenditure over Income	-£ 162,834	£ 750,648	£ -	-£ 750,646	-£ 62,534	-£ 1,157,876	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1000	INTERMENTS	32,483	15,379	30,000	14,621			51.30%	
1008	Insurance Claims Received	0	10,000	0	-10,000			0.00%	Invoiced Quarterly
1010	RENT RECEIVED - INVOICE	430,967	326,368	441,420	115052			73.90%	*42,799 currently outstanding against AYTD
1011	INSURANCE RECHARGED	2,500	-45	2,750	2,795			-1.70%	
1020	LETTING INCOME - INVOICE	108,633	65,529	115,079	49,550			56.90%	
1021	EQUIPMENT HIRE INC	1774	1064	2000	936			53.20%	
1022	FORFEITED DEPOSITS	810	18	0	-18			0.00%	
1023	TH KITCHEN LETTING INCOME	2,145	1431	2,000	569			71.50%	Annual - retrospective
1033	CIVIC BALL INCOME	4763	3050	3250	200			93.80%	
1034	MAYOR'S FUNDRAISING	0	-373	0	373			0.00%	
1040	MARKET TOLLS	397447	197177	400700	203523			49.20%	Periodic
1041	ELECTRICITY RECOVERY	988	565	875	310			64.50%	
1042	GAS RECOVERY	24	48	0	-48			0.00%	
1043	MARKET STORAGE	5653	2438	5500	3063			44.30%	
1044	MARKET LOCK-UPS - INVOICE	26322	14700	27000	12300			54.40%	
1046	WATER RATES RECOVERY	240	210	240	30			87.50%	
1050	CAR PARK FEES	28,225	11,601	27,000	15399			43.00%	
1060	GOOSE FAIR INCOME	43,238	37,059	40,000	2941			92.60%	Relates to Goose Fair - seasonal
1061	PARK & RIDE INCOME	5,490	0	5500	5,500			0.00%	
1065	CHRISTMAS LIGHTS	0	0	4000	4000			0.00%	
1068	Legal Fees Recovered	10,641	0	0	0			0.00%	
1069	Professional Fees Recovered	0	595	0	-595			0.00%	
1071	STAFF COSTS RECOVERED	567	0	3,000	3,000			0.00%	
1076	PRECEPT	999,718	1088850	1,088,850	0			100.00%	
1077	GRANTS RECEIVED	5672	0	0	0			0.00%	
1078	DONATIONS RECEIVED	868	439	0	-439			0.00%	
1080	MISC INCOME	18,640	4885	7300	2415			66.90%	
1081	Garden Festival Income	3,444	3,125	3,500	375			89.30%	Annual
1082	DEPOT SEAT INCOME	1387	0	0	0			0.00%	
1090	INTEREST RECEIVED	76634	31659	60000	28341			52.80%	Received one month in arrears
1091	NEIGHBOURHOOD DEVELOPMENT	3101	0	0	0			0.00%	
1092	INTEREST REC'D TENANT DEPOSIT	0	8	0	-8			0.00%	
1100	BAR SALES	20370	14738	30000	15262			49.10%	
1120	FOOD SALES	651	136	0	-136			0.00%	
1130	Bar Extension & Licences	104	323	800	478			40.30%	
1175	PROCEEDS OF ASSET DISPOSALS	479	25	0	-25			0.00%	
	Total Income	**2,233,978**	**1,831,002**	**2,300,764**	**469,764**	**0**	**0**	**80%**	

* Please note income shown represents income invoiced not necessarily received. Rental income is invoiced in advance

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	7,913	5,676	12,000	6,324		6324	47.30%	
3002	COST OF SALES-FOOD	14	117	0	-117		-117	0.00%	
3011	BAR SUPPLIES	982	556	1,000	444		444	55.60%	
	Total Direct	**8,909**	**6,349**	**13,000**	**6,651**	**0**	**6,651**	49%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	1,000,922	518,337	1,154,624	636,287		636,287	44.90%	(+4005=IRO 46.44% Actual)
4004	WAGES	11,049	10,706	11,000	294		294	97.30%	
4005	Temporary/Agency Staff	8,413	15,347	0	-15,347		-15,347	0.00%	See 4001 above
4006	PROTECTIVE CLOTHING/UNIFORMS	3,004	1326	3,250	1,924	60	1,864	42.70%	
4007	CONFERENCES/MEETINGS	2,431	2637	4,000	1,363	200	1,163	70.90%	Periodic
4008	COURSES/TRAINING	10,953	5,771	14,500	8,729	70	8,659	40.30%	
4009	TRAVEL	750	508	1,750	1,242		1,242	29.10%	
4010	MISC STAFF COSTS	75	350	100	-250		-250	350.00%	
4011	RATES	153,249	152,459	138,380	-14,079		-14,079	110.20%	MOC Hse adjust awaited. 200% council tax Market Road
4012	WATER RATES	6,531	1,370	13,990	12,620		12,620	9.80%	Includes water rebates for water supply disruption
4014	ELECTRICITY	60,107	18,881	75,900	57,019		57,019	24.90%	
4015	GAS	38,384	3,583	47,500	43,917		43,917	7.50%	
4016	CLEANING AND RUBBISH	48,151	22,469	50,660	28,191	6,171	22,021	56.50%	Annual PO for draw down
4017	License (Incl PC Software)	6,079	4,403	6,767	2,364		2,364	65.10%	Variable invoice dates
4020	MISC EXPENSES	20,051	267	800	533		533	33.40%	
4021	Tel. Calls/Service & Broadband	16,151	9,035	14,365	5,330		5,330	62.90%	
4022	POSTAGE	2,476	1552	2,500	948	600	348	86.10%	Analysis being undertaken
4023	STATIONERY/PRINTING	2,333	1241	3,350	2,109	182	1,927	42.50%	
4024	SUBSCRIPTIONS	5,955	5,498	6,800	1,302		1,302	80.80%	Annual
4025	INSURANCE	79,223	87,651	84,000	-3,651		-3,651	104.30%	Annual Invoices received month 1
4027	Photocopier hire and usage	5,153	2053	6,550	4,497		4,497	31.30%	
4028	REGALIA	0	0	250	250		250	0.00%	
4029	TOWN ADVERTISING	393	175	1,000	825		825	17.50%	
4030	RECRUITMENT ADVTG	784	1728	3,500	1,772	120	1,652	52.80%	
4031	OTHER ADVERTISING	21,654	9,184	22,000	12,816	1430	11,386	48.20%	
4032	WEBSITE DESIGN/M'TCE	943	300	1250	950		950	24.00%	
4033	CIVIC BALL EXPENDTRE	3,878	3,885	4,250	365		365	91.40%	Annual
4034	PUBLIC RELATIONS	0	0	1,500	1,500		1,500	0.00%	
4036	PROPERTY MAINTENANCE	76,685	17,516	74,000	56,484	6,767	49,717	32.80%	
4037	GROUNDS MAINTENANCE	47,969	11993	35,000	23,007	2,015	20,992	40.00%	
4038	CONTRACT MAINTENANCE	32,712	17,108	36,360	19,252	4,874	14,378	60.50%	Periodic
4041	EQUIPMENT HIRE	2,992	1100	2,060	960	80	880	57.30%	
4042	EQUIPMENT MAINT'CE	15,360	5,418	30,000	24,582	1864	22,718	24.30%	
4043	VEHICLE RUNNING COST	16,222	9,127	16,000	6,873	300	6,573	58.90%	

4044	PERFORMING RIGHTS	3,141	3,282	3,450	168		168	95.10%	Annual License
4045	I T MAINTENANCE/SUPPORT	18,243	8,426	19,000	10,574	40	10,534	44.60%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4046	EQUIPMENT PURCHASE	20,395	5,699	16,000	10,301	293	10,007	37.50%	
4047	GEN & WKS MGRS BUDGETS	1994	1211	3,000	1,789		1,789	40.40%	
4048	PARK & RIDE EXPEND	12,093	0	13,500	13,500	10528	2,972	78.00%	Annual
4050	POOP SCOOP/DOG WARDEN	4614	0	4700	4700		4700	0.00%	
4051	BANK CHARGES	7,235	3,697	5,500	1,803		1,803	67.20%	
4053	LOAN INTEREST	18,803	6,631	17,752	11,121		11,121	37.40%	
4054	LOAN CAPITAL REPAID	43,143	21,691	43,462	21,771		21,771	49.90%	
4055	Professional Fees (other)	894	0	2,500	2,500		2,500	0.00%	
4056	LEGAL EXPENSES	28148	8593	30,000	21,407		21,407	28.60%	
4057	AUDIT FEES	4,136	-2,325	4,136	6,461		6,461	-56.20%	Accrual awaiting invoice
4058	Professional Fees - Properties	18,644	3,937	12,000	8,063	1795	6,268	47.80%	
4059	ACCOUNTANCY FEES	4,210	1,174	5,500	4,326		4,326	21.40%	
4062	MAYORS ALLCE	2,000	1,000	2,000	1,000		1,000	50.00%	
4063	CIVIC/CEREMONIAL EXPENSES	4,008	1359	5,000	3,641	840	2,801	44.00%	Periodic
4064	TWINNING EXPENSES	250	0	250	250		250	0.00%	
4065	ELECTIONS	0	0	1,500	1,500		1,500	0.00%	Transfer to EMR
4067	COMMUNITY GRANTS	20,246	17,690	20,000	2,310		2,310	88.40%	Prior financial year awards refer
4073	PATHS MAINTENANCE	2,507	190	2,500	2,310		2,310	7.60%	
4076	TOWN SIGNS	897	63	1,000	937		937	6.30%	
4078	LOCALISM	0	581	10,000	9,419		9,419	5.80%	VE Day Beacon relates
4089	H R & H & S SUPPORT	0	0	2,500	2,500		2,500	0.00%	
4091	ENTERTAINERS	200	400	200	-200		-200	200.00%	
4092	TOILET CLEANING CONT (WDBC)	1,000	0	1,000	1,000		1,000	0.00%	
4093	TH MANAGER'S BUDGET	548	949	1,500	551		551	63.30%	
4094	MARKET REEVE BUDGET	1,293	946	1,500	554		554	63.10%	
4096	CLLRS ALLOWANCE	11,076	5350	14,500	9,150		9,150	36.90%	
4097	CCLR IT ALLOWANCE	0	0	1,300	1,300		1,300	0.00%	
4102	ANCIENT MONUMENTS	949	0	1,000	1,000		1,000	0.00%	
4108	CHRISTMAS LIGHTS	11235	2464	8,000	5,536	808	4728	40.90%	
4112	TOWN CLERK'S BUDGET	0	0	1,500	1,500		1,500	0.00%	
4114	ASST TC BUDGET	207	45	1,500	1,455		1,455	3.00%	
4117	TOWN CLOCK	195	0	1,500	1,500		1,500	0.00%	
4120	EX WDBC PUBLIC TOILETS	13,662	0	35,000	35,000		35,000	0.00%	Annually
4121	REFRESHMENTS	178	82	250	168		168	32.70%	
4122	GOOSE FAIR EXPENSES	0	1,975	30000	28,025	23497	4,528	84.90%	
4135	TOWN CRIER EXPENSES	30	30	35	5		5	85.70%	
4136	TOWN HALL EVENTS COSTS	0	0	500	500		500	0.00%	
4155	FLOWER BASKETS	62	431	0	-431		-431	0.00%	
4160	LEGACY LEGAL SERVICES	82,508	0	0	0		0	0.00%	
4178	NEIGHBOURHOOD PLAN	6834	0	0	0		0	0.00%	
4179	Platinum Jubilee TTC	512	0	0	0		0	0.00%	

	Total Overhead	2,047,122	1,038,549	2,192,491	1,153,942	62,534	1,091,408	47%	

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
4800	ROLLING CAPITAL FUND PROVISION	100,001	10,000	10,000	-		-	100.00%	2025/26 = 90% reduction from £100k
4804	CAP PLAY EQUIPMENT	-	-	-	-		-	0.00%	
4811	CAP COUNCIL ICT INFRASTRUCTURE	4,800	-	-	-		-	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%	
4849	CAP - BETSY GRIMBAL TOWER	7,631	-	-	-		-	0.00%	
4850	CAP - Cattle Market Ret'g Wall	11,898	-	-	-		-	0.00%	
4851	CAP - LAND AQUISITION	-	-	15,614	15,614		15,614	0.00%	
4899	DEF'D GRANTS OFFSET DEP'N	- 27,772	-	-	-		-	0.00%	
4900	DEPRECIATION CHARGE	171,573	-	-	-		-	0.00%	
4901	ASSETS CAPITALISED	91,470	-	-	-		-	0.00%	
4902	IRRECOVERABLE VAT	16,055	- 25,594	18,000	43,594		43,594	-142.20%	
4903	BID Levy	3,785	3,391	4,000	609		609	84.80%	Annual
4911	ASSETS FINANCED FROM GRANTS	- 59,560	-	-	-		-	0.00%	
4984	Tfr to Cap Receipts Reserve	479	-	-	-		-	0.00%	
4990	TRANSFER FROM EQPT REPL'T	- 14,745	-	-	-		-	0.00%	
4991	TRANSFER TO RESERVES	868	-	-	-		-	0.00%	
4992	TRANSFER FROM RESERVES	- 233	-	-	-		-	0.00%	
4993	PROVISION FOR BAD DEBTS	20,000	-	-	-		-	0.00%	
4994	TFR FROM CAP REC RSV	- 479	-	-	-		-	0.00%	
4995	TFR TO ROLLING CAP FUND	14,745	-	-	-		-	0.00%	
4996	TFR TO EQPT REPL FUND	10,102	7,409	7,409	-		-	100.00%	
4997	FUNDED FROM ROLLING CAP FUND	- 50,087	-	-	-		-	0.00%	
	Total Other Expenditure	**340,781**	**35,456**	**95,273**	**59,817**	**0**	**59,817**	**37%**	