

**TAVISTOCK TOWN COUNCIL
BUDGET AND POLICY COMMITTEE
26th MAY 2026
BRIEFING NOTE
YEAR END VIREMENT**

1. INTRODUCTION

- 1.1 Following the initial work done on the Year End accounts we are now in a position to clarify the position on the Property Maintenance account (4036).

2. VIREMENT

- 2.1 There is an underspend of £24,879 on that Budget as at financial year end. By way of context:
- As the Property Maintenance budget is set by allowing for known property works due to take place within the Financial Year, alongside a contingency for any emergency or unexpected work that might arise, the budget figure is hard to get completely accurate over a Financial year.
 - During the financial year 2025/26, various works had been commissioned for property maintenance for which the timeframe of the work has overlapped into 2026/27, the window Mullion in the Drake Road Chamber is an example.

3. CONCLUSION

- 3.1 The Works Department have requested that a carry-over be authorised. Normally the carry over of underspends represents both poor financial practice generally, and is inconsistent with the long term and prudent financial approach of the Council. It is however also acknowledged that, in addition to the above (2.1 refers), other factors such as the vulnerability of existing boiler systems may give rise to unplanned calls on resources.
- 3.2 In the circumstances the RFO has agreed in principle that, subject to agreement by Committee and Council and to no precedent being set, the request can be agreed on an exceptional basis for this Budget line for 2025-26 only should the Council wish to proceed on that basis. It is therefore:
- 3.3 **RECOMMENDED THAT** Tavistock Town Council consider whether to agree to carry the underspend amount of £24,879 over to 2026/27 through allocation by way of a virement to the Property Maintenance (4036) Budget on the basis outlined above.
- 3.4 The instructions of the Committee and Council are sought.

**ADELE CASSIDY
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TAVISTOCK TOWN COUNCIL
MAY 2026**