Tavistock Town Council **Appendix 5**

Budget Monitoring Report 30th September 2026

Year to 30th September 2026 = 50% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent
Total Income *	£ 2,553,893	£ 2,124,661	£ 2,553,827	£ 429,167	£ -	£ -	83%
Total Expenditure	£ 2,594,312	£ 1,308,927	£ 2,553,827	£ 1,244,901	£ 188,334	£ 1,056,566	51%
Net Expenditure over Income	-£ 40,419	£ 815,734	£ -	-£ 815,734	-£ 188,334	-£ 1,056,566	

Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1000	INTERMENTS	35,861	20,635	30,000	9,365			68.80%	
1002	MEMORIAL REPAIRS	180	-	-	-			0.00%	
1008	Insurance Claims Received	10,000	-	-	-			0.00%	Only if/as applicable
1010	RENT RECEIVED - INVOICE	452,946	343,547	460,000	116,453			74.70%	* £57,685 currently outstanding against AYTD
1011	INSURANCE RECHARGED	- 45	2,450	2,950	500			83.10%	
1020	LETTING INCOME - INVOICE	117,100	73,411	124,962	51,551			58.70%	includes eg Town Hall Bookings, Bedford Square Bookings, etc
1021	EQUIPMENT HIRE INC	2,060	1,503	2,000	497			75.20%	
1022	FORFEITED DEPOSITS	338	54	-	- 54			0.00%	
1023	TH KITCHEN LETTING INCOME	2,985	574	3,000	2,426			19.10%	
1033	CIVIC BALL INCOME	3,050	4,500	3,250	- 1,250			138.50%	Annual - retrospective
1034	MAYOR'S FUNDRAISING	-	1,718	-	- 1,718			0.00%	
1040	MARKET TOLLS	386,436	219,325	420,700	201,375			52.10%	
1041	ELECTRICITY RECOVERY	877	681	575	- 106			118.50%	Periodic
1042	GAS RECOVERY	66	50	-	- 50			0.00%	
1043	MARKET STORAGE	5,633	3,081	6,250	3,169			49.30%	
1044	MARKET LOCK-UPS - INVOICE	28,260	16,104	27,000	10,896			59.60%	
1046	WATER RATES RECOVERY	660	510	540	30			94.40%	
1050	CAR PARK FEES	35,547	11,340	27,500	16,160			41.20%	
1060	GOOSE FAIR INCOME	42,494	34,276	40,000	5,724			85.70%	Relates to Goose Fair - seasonal
1061	PARK & RIDE INCOME	6,663	-	6,000	6,000			0.00%	Relates to Goose Fair - seasonal
1065	CHRISTMAS LIGHTS	6,813	-	4,000	4,000			0.00%	Seasonal
1068	Legal Fees Recovered	715	2,093	-	- 2,093			0.00%	
1069	Professional Fees Recovered	1,191	-	-	-			0.00%	
1071	STAFF COSTS RECOVERED	3,082	2,500	500	- 2,000			500.00%	
1076	PRECEPT	1,088,850	1,303,000	1,303,000	-			100.00%	Annual - 1 instalment
1077	GRANTS RECEIVED	198,264	17,374	-	- 17,374			0.00%	
1078	DONATIONS RECEIVED	891	399	-	- 399			0.00%	
1080	MISC INCOME	14,476	11,909	7,300	- 4,609			163.10%	
1081	Garden Festival Income	3,125	3,705	3,500	- 205			105.90%	
1082	DEPOT SEAT INCOME	2,080	1,103	-	- 1,103			0.00%	
1090	INTEREST RECEIVED	77,917	37,372	50,000	12,628			74.70%	Received one month in arrears
1092	INTEREST REC'D TENANT DEPOSIT	22	- 5	-	5			0.00%	
1100	BAR SALES	24,111	9,658	30,000	20,342			32.20%	
1120	FOOD SALES	707	181	-	- 181			0.00%	
1130	Bar Extension & Licences	538	113	800	688			14.10%	
1175	PROCEEDS OF ASSET DISPOSALS	0	1500	0	-1500			0.00%	
	Total Income	**2,553,893**	**2,124,661**	**2,553,827**	**429,167**	**0**	**0**	**83%**	

* Please note income shown represents income invoiced not necessarily yet 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	10,192	3,320	12,000	8,680	8,680		27.70%	
3002	COST OF SALES-FOOD	117	47	-	- 47		- 47	0.00%	
3011	BAR SUPPLIES	803	561	1,000	439	**68**	371	62.90%	
	Total Direct	**11,112**	**3,928**	**13,000**	**9,072**	**8,748**	**324**	30%	

Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4000	L G R & Legislation	-	-	50,000	50,000		50,000	0.00%	
4001	SALARIES	1,046,412	529,931	1,185,793	655,862		655,862	44.70%	(+4005=IRO 46% Actual)
4004	WAGES	20,107	9,039	21,500	12,461		12,461	42.00%	
4005	Temporary/Agency Staff	30,061	15,474	-	- 15,474		- 15,474	0.00%	See 4001 above
4006	PROTECTIVE CLOTHING/UNIFORMS	2,552	1,004	3,250	2,246	72	2,174	33.10%	
4007	CONFERENCES/MEETINGS	3,749	1,397	4,000	2,603	250	2,353	41.20%	Periodic
4008	COURSES/TRAINING	10,259	4,487	14,500	10,013	165	9,848	32.10%	
4009	TRAVEL	881	- 59	1,750	1,809		1,809	-3.40%	
4010	MISC STAFF COSTS	845	288	1,000	712	139	573	42.70%	
4011	RATES	147,629	128,681	153,092	24,411		24,411	84.10%	Annual Invoices received month 1 (temporary adjustment refers)
4012	WATER RATES	3,980	7,917	16,490	8,573		8,573	48.00%	
4014	ELECTRICITY	48,216	22,654	60,700	38,046		38,046	37.30%	
4015	GAS	16,273	8,150	30,875	22,725		22,725	26.40%	Seasonal Useage
4016	CLEANING AND RUBBISH	43,352	23,458	54,150	30,692	8,848	21,843	59.70%	Annual PO for draw down
4017	License (Incl PC Software)	6,955	4,758	9,142	4,384		4,384	52.00%	Variable invoice dates
4020	MISC EXPENSES	356	474	800	326		326	59.20%	
4021	Tel. Calls/Service & Broadband	17,550	9,647	16,000	6,353	132	6,221	61.10%	
4022	POSTAGE	3,446	1,562	2,800	1,238	300	938	66.50%	
4023	STATIONERY/PRINTING	7,186	1,915	3,350	1,435	14	1,421	57.60%	
4024	SUBSCRIPTIONS	7,498	4,453	7,695	3,242		3,242	57.90%	Annual - various dates
4025	INSURANCE	87,651	94,291	91,500	- 2,791		- 2,791	103.10%	Annual Invoices received month 1
4027	Photocopier hire and usage	4,262	2,053	6,550	4,497		4,497	31.30%	
4028	REGALIA	-	-	250	250		250	0.00%	
4029	TOWN ADVERTISING	762	165	1,000	835		835	16.50%	
4030	RECRUITMENT ADVTG	3,335	1,427	3,500	2,073	638	1,435	59.00%	
4031	OTHER ADVERTISING	20,073	9,181	23,420	14,239	342	13,897	40.70%	
4032	WEBSITE DESIGN/M'TCE	300	690	1,250	560		560	55.20%	
4033	CIVIC BALL EXPENDTRE	3,884	6,256	4,250	- 2,006		- 2,006	147.20%	Annual - reported to previous meeting
4034	PUBLIC RELATIONS	833	1,164	3,000	1,836		1,836	38.80%	
4036	PROPERTY MAINTENANCE	49,120	28,739	74,000	45,261	27,953	17,309	76.60%	Lampost replacement & EPC Works
4037	GROUNDS MAINTENANCE	26,443	17,924	35,000	17,076	4,579	12,497	64.30%	
4038	CONTRACT MAINTENANCE	29,841	18,551	36,360	17,809	11,530	6,278	82.70%	Periodic
4041	EQUIPMENT HIRE	2,048	701	2,060	1,359		1,359	34.00%	
4042	EQUIPMENT MAINT'CE	11,186	5,462	45,000	39,538	758	38,780	13.80%	
4043	VEHICLE RUNNING COST	13,964	10,161	16,000	5,839	241	5,598	65.00%	Annual Vehicle Tax paid in first half of year

4044	PERFORMING RIGHTS	3,282	2,004	3,505	1,501		1,501	57.20%	Annual License
4045	I T MAINTENANCE/SUPPORT	19,895	9,795	19,000	9,205		9,205	51.60%	
4046	EQUIPMENT PURCHASE	16,762	11,840	16,000	4,160	417	3,743	76.60%	New bins purchased
4047	GEN & WKS MGRS BUDGETS	1,576	1,668	3,000	1,332		1,332	55.60%	
4048	PARK & RIDE EXPEND	12,903	7,469	13,500	6,031	407	5,624	58.30%	Annual
4050	POOP SCOOP/DOG WARDEN	4,642	-	5,000	5,000	2,400	2,600	48.00%	
4051	BANK CHARGES	8,090	3,898	6,600	2,702		2,702	59.10%	
4053	LOAN INTEREST	17,492	6,229	16,430	10,201		10,201	37.90%	Accural
4054	LOAN CAPITAL REPAID	43,462	21,737	43,553	21,816		21,816	49.90%	
4055	Professional Fees (other)	-	-	2,500	2,500	1,350	1,150	54.00%	
4056	LEGAL EXPENSES	13,321	7,680	30,000	22,320		22,320	25.60%	
4057	AUDIT FEES	3,941	195	4,136	3,941		3,941	4.70%	Accrual
4058	Professional Fees - Properties	14,076	17,654	16,000	- 1,654	2,823	- 4,476	128.00%	
4059	ACCOUNTANCY FEES	3,275	1,206	5,500	4,294		4,294	21.90%	
4062	MAYORS ALLCE	2,087	1,000	2,000	1,000		1,000	50.00%	
4063	CIVIC/CEREMONIAL EXPENSES	3,746	1,705	5,000	3,295	770	2,525	49.50%	Periodic
4064	TWINNING EXPENSES	-	250	250	-		-	100.00%	
4065	ELECTIONS	70	-	1,500	1,500		1,500	0.00%	
4067	COMMUNITY GRANTS	18,272	18,887	20,000	1,113		1,113	94.40%	
4073	PATHS MAINTENANCE	1,215	16	2,500	2,484		2,484	0.60%	
4076	TOWN SIGNS	63	-	1,000	1,000		1,000	0.00%	
4078	LOCALISM	8,081	-	10,000	10,000		10,000	0.00%	
4089	H R & H & S SUPPORT	1,473	-	2,500	2,500		2,500	0.00%	
4091	ENTERTAINERS	720	250	200	- 50		- 50	125.00%	
4092	TOILET CLEANING CONT (WDBC)	1,000	-	1,000	1,000		1,000	0.00%	
4093	TH MANAGER'S BUDGET	1,140	30	1,500	1,470		1,470	2.00%	
4094	MARKET REEVE BUDGET	1,483	202	1,500	1,298		1,298	13.50%	
4096	CLLRS ALLOWANCE	11,067	5,714	14,500	8,787		8,787	39.40%	
4097	CCLR IT ALLOWANCE	-	-	1,300	1,300		1,300	0.00%	
4102	ANCIENT MONUMENTS	-	-	1,000	1,000		1,000	0.00%	
4108	CHRISTMAS LIGHTS	5,695	1,592	8,000	6,408	650	5,758	28.00%	
4112	TOWN CLERK'S BUDGET	-	-	1,500	1,500		1,500	0.00%	
4114	OFFICE & FINANCE MNGR BUDGET	804	76	1,500	1,424		1,424	5.10%	
4117	TOWN CLOCK	195	220	1,500	1,280	300	980	34.70%	
4120	EX WDBC PUBLIC TOILETS	14,548	-	60,000	60,000		60,000	0.00%	Annually
4121	REFRESHMENTS	182	88	250	162		162	35.30%	
4122	GOOSE FAIR EXPENSES	27,321	1,212	30,000	28,788	22,879	5,909	80.30%	
4123	LETTING AGENCY FEES	427	330	1,000	670		670	33.00%	
4134	MAYORS F'RAISING DON'N	-	1,718	-	- 1,718		- 1,718	0.00%	
4135	TOWN CRIER EXPENSES	30	30	35	5		5	85.70%	
4136	TOWN HALL EVENTS COSTS	-	-	500	500		500	0.00%	
4155	FLOWER BASKETS	431	264	-	- 264		- 264	0.00%	
4160	LEGACY LEGAL SERVICES	- 5,238	-	-	-		-	0.00%	
	Total Overhead	1,928,538	1,096,954	2,334,786	1,237,833	87,957	1,149,876	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	59,195	-	100,000	100,000		100,000	0.00%	
4804	CAP PLAY EQUIPMENT	-	23,462	10,810	- 12,652	78,961	- 91,613	947.50%	Meadows S106 funding on 1077
4815	CAP NEW PLANT & VEHICLES	-	34,990	-	- 34,990		- 34,990	0.00%	
4825	CAP - THI PROPERTIES SINKING F	27,500	27,500	27,500	-		-	100.00%	
4826	CAP G'HALL DELIVERY PHASE	-	-	-	-		-	0.00%	
4827	CAP - GUILDHALL SINKING FUND	12,750	12,750	12,750	-		-	0.00%	
4849	CAP - Abbey Remains Project	-	75,148	-	- 75,148	12,668	- 87,817	0.00%	
4899	DEF'D GRANTS OFFSET DEP'N	- 3,044	-	-	-		-	0.00%	
4900	DEPRECIATION CHARGE	151,657	-	-	-		-	0.00%	
4902	IRRECOVERABLE VAT	25,594	20,986	25,000	4,014		4,014	83.90%	
4903	BID Levy	3,391	4,728	4,000	- 728		- 728	118.20%	
4991	TRANSFER TO RESERVES	369,245	-	17,500	17,500		17,500	0.00%	
4992	TRANSFER FROM RESERVES	- 107	-	-	-		-	0.00%	
4996	TFR TO EQPT REPL FUND	8,481	8,481	8,481	-		-	100.00%	
	Total Other Expenditure	**654,662**	**208,045**	**206,041**	**-2,004**	**91,629**	**-93,634**	**101%**	