

Tavistock Town Council
Budget Monitoring Report 30th June 2023

AGENDA ITEM 5b

Year to 30th June 2023 = 25% of year

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Exp	Funds Available	% Spent		
Total Expenditure	£ 1,630,047	£ 547,107	£ 2,090,407	£ 1,543,302	£ 49,590	£ 1,493,712	26%		
Total Income *	£ 1,999,534	£ 906,505	£ 2,161,339	£ 1,254,836	£ -	£ -	42%		
Net Expenditure over Income	£ 369,487	£ 359,398	£ 70,932	£ 288,466					
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	5,243	2,649	8,000	5,351		5,351	33.10%	
3002	COST OF SALES-FOOD	87	124	0	-124		-124	0.00%	
3011	BAR SUPPLIES	832	188	1,000	812		812	18.80%	
	Total Direct	6,162	2,961	9,000	6,039	0	6,039	33%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4001	SALARIES	758,172	201,726	966,418	764,692		764,692	20.90%	Reduced staffing levels (+4005=IRO 21.6% Actual)
4004	WAGES	12,083	2,586	4,000	1,414		1,414	64.60%	Casual staff/events
4005	Temporary/Agency Staff	67,296	6,823	0	-6,823		-6,823	0.00%	see 4001 above
4006	PROTECTIVE CLOTHING/UNIFORMS	3,376	832	3,000	2,168		2,168	27.70%	
4007	CONFERENCES/MEETINGS	3,296	798	4,000	3,202		3,202	19.90%	
4008	COURSES/TRAINING	7,296	2,676	15,000	12,324	2,439	9,885	34.10%	Depot training
4009	TRAVEL	1,337	0	1,750	1,750		1,750	0.00%	
4010	MISC STAFF COSTS	2,893	18	250	232		232	7.20%	
4011	RATES	120,683	128,189	139,150	10,961		10,961	92.10%	Annual invoices received in April
4012	WATER RATES	4,069	2,490	13,850	11,360		11,360	18.00%	
4014	ELECTRICITY	55,034	10,499	97,020	86,521		86,521	10.80%	Periodic Billing
4015	GAS	25,359	5,421	93,800	88,379		88,379	5.80%	Periodic Billing and seasonal useage
4016	CLEANING AND RUBBISH	54,311	13,723	55,000	41,277	8,238	33,039	39.90%	Committed (Sparlings) then drawn down
4017	License - PC Software	3,793	2,129	4,500	2,371		2,371	47.30%	Annual Licenses received at the beginning of the Financial Year
4020	MISC EXPENSES	27,902	733	22,950	22,217	8,013	14,204	38.10%	GF Commitments (deposits-SWAST & Toilets & signs)
4021	Tel. Calls/Service & Broadband	11,988	3,259	12,850	9,591	156	9,435	26.60%	
4022	POSTAGE	2,715	530	3,500	2,970	300	2,670	23.70%	
4023	STATIONERY/PRINTING	2,488	975	2,900	1,925		1,925	33.60%	
4024	SUBSCRIPTIONS	4,095	3,621	4,470	849		849	81.00%	Typically annual - differing invoice dates
4025	INSURANCE	74,031	76,037	85,000	8,963		8,963	89.50%	Annual invoices received in April
4027	Photocopier hire and usage	6,338	1595	6,550	4,955		4,955	24.40%	Paid quarterly in advance
4028	REGALIA	0	0	250	250		250	0.00%	
4029	TOWN ADVERTISING	2,136	726	4,000	3,275		3,275	18.10%	
4030	RECRUITMENT ADVTG	2,002	182	3,500	3,318		3,318	5.20%	
4031	OTHER ADVERTISING	12,796	1,969	22,000	20,031	1359	18,672	15.10%	
4032	WEBSITE DESIGN/MTCE	330	0	600	600		600	0.00%	
4033	CIVIC BALL EXPENDTRE	5,515	2,305	4,250	1,945		1,945	54.20%	2023 evt costs inc. in 23/24 budget due to timing
4034	PUBLIC RELATIONS	0	0	1,500	1,500		1,500	0.00%	
4036	PROPERTY MAINTENANCE	52,710	9,830	68,750	58,920	18,964	39,955	41.90%	residual works
4037	GROUNDS MAINTENANCE	12,665	6748	35,000	28,252	1,834	26,418	24.50%	
4038	CONTRACT MAINTENANCE	24,768	13,218	32,350	19,132	2,713	16,419	49.20%	Typically annual - differing invoice dates
4041	EQUIPMENT HIRE	1,585	491	1,800	1,309		1,309	27.30%	
4042	EQUIPMENT MAINT'CE	6,237	1,700	21,170	19,470	879	18,591	12.20%	
4043	VEHICLE RUNNING COST	19,871	3,757	18,750	14,993	1,170	13,823	26.30%	Ageing Fleet (one vehicle replaced, one to acquire)
4044	PERFORMING RIGHTS	2,076	1,976	3,800	1,824		1,824	52.00%	Annual Licenses received at the beginning of the Financial Year

4045	IT MAINTENANCE/SUPPORT	12,594	3,053	16,100	13,047		13,047	19.00%	
4046	EQUIPMENT PURCHASE	8,084	2,693	15,000	12,307	1,415	10,893	27.40%	
4047	GEN\WKS MGRS BUDGET	890	75	3,000	2,925		2,925	2.50%	
4048	PARK & RIDE EXPEND	11,910	0	12,500	12,500		12,500	0.00%	
4049	MINOR EQUIPMENT	22	0	0	0		0	0.00%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4050	POOP SCOOP/DOG WARDEN	4,614	0	9,500	9,500		9,500	0.00%	Accounting adj/prior year refers
4051	BANK CHARGES	5,472	964	5,500	4,536		4,536	17.50%	
4053	LOAN INTEREST	21,429	-1,726	20,162	21,888		21,888	-8.60%	Periodic invoicing
4054	LOAN CAPITAL REPAID	42,564	5097	42,832	37,735		37,735	11.90%	Periodic invoicing
4055	Professional Fees (other)	680	0	2,500	2,500		2,500	0.00%	
4056	LEGAL EXPENSES	24,097	4,921	30,000	25,079		25,079	16.40%	
4057	AUDIT FEES	4,514	-2,520	4,900	7,420		7,420	-51.40%	Accounting adj/prior year refers
4058	Professional Fees - Properties	12,676	2,125	12,000	9,875		9,875	17.70%	
4059	ACCOUNTANCY FEES	3,400	2,190	5,500	3,310		3,310	39.80%	Accounting adj/prior year refers
4062	MAYORS ALLCE	2,000	1000	2,000	1,000		1,000	50.00%	
4063	Civic/Ceremonial Expenses	3,737	933	5,000	4,067		4,067	18.70%	
4064	TWINNING EXPENSES	250	250	250	0		0	100.00%	
4065	ELECTIONS	17	0	1,500	1,500		1,500	0.00%	
4067	COMMUNITY GRANTS	8,096	10,623	20,000	9,377		9,377	53.10%	Grants paid early due to purdah
4073	PATHS MAINTENANCE	2,392	0	2,500	2,500		2,500	0.00%	
4076	TOWN SIGNS	0	0	1,000	1,000		1,000	0.00%	
4078	Localism	147	0	19,175	19,175		19,175	0.00%	Up to £18k for 4178 (subject to grants received) Current budget at start of year £20k
4089	H R & H & S SUPPORT	840	0	2,500	2,500		2,500	0.00%	
4091	TOWN HALL ENTERTAINERS	0	0	400	400		400	0.00%	
4092	TOILET CLEANING CONT (WDBC)	9,258	0	1,000	1,000		1,000	0.00%	
4093	TH MANAGER'S BUDGET	843	0	1,500	1,500		1,500	0.00%	
4094	MARKET REEVE BUDGET	1,101	0	1,500	1,500		1,500	0.00%	
4096	CLLRS ALLOWANCE	10,469	2708	14,500	11,793		11,793	18.70%	
Code	Expenditure Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent	Notes
4097	Clr IT Allowance	0	0	1,300	1,300		1,300	0.00%	
4099	THT GRANT	0	0	35,000	35,000		35,000	0.00%	Draw down commencing December (invoices to be issued)
4102	ANCIENT MONUMENTS	817	910	1,000	90		90	91.00%	Drake Statue lighting replacement.
4108	CHRISTMAS LIGHTS	10,948	1,000	6,000	5,000		5,000	16.70%	Accounting adj/prior year refers
4112	TOWN CLERK'S BUDGET	413	144	1,500	1,356		1,356	9.60%	
4114	ASST TC BUDGET	1,149	45	1,500	1,455		1,455	3.00%	
4117	TOWN CLOCK	1,110	0	1,500	1,500		1,500	0.00%	
4120	EX WDBC PUBLIC TOILETS	0	0	26,000	26,000		26,000	0.00%	
4134	MAYORS F'RAISING DON'N	912	1,270	0	-1,270		-1,270	0.00%	
4135	TOWN CRIER EXPENSES	30	0	35	35		35	0.00%	
4136	TOWN HALL EVENTS COSTS	0	4	750	746		746	0.50%	
4178	Neighbourhood Plan	8,504	825	825	0	2,110	-2,110	355.80%	Draw down facility - 4078 refers.
4179	Platinum Jubilee TTC	5,018	0	0	0		0	0.00%	Legacy
4180	Platinum Jubilee 3rd Party	7,625	0	0	0		0	0.00%	Legacy
4181	Plat. Jubilee TTC -Town Events	4,017	0	0	0		0	0.00%	Legacy
	Total Overhead	1,623,885	544,146	2,081,407	1,537,263	49,590	1,487,673	26%	

		Actual Last	Actual Year	Current	Budget	Committed	Funds	%	Notes
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Code	Income Detail	Year	to Date	Annual Bud	Variance	Expenditure	Available	Received	
1000	INTERMENTS	30,293	5,706	30,000	24,294			19.00%	
1010	RENT RECEIVED - INVOICE	434,079	223,509	457,319	233,810			48.90%	Typically quarterly
1011	INSURANCE RECHARGED	2,500	2,500	2,300	-200			108.70%	Principally annually
1020	LETTING INCOME - INVOICE	94,203	32,385	105,500	73,115			30.70%	
1021	EQUIPMENT HIRE INC	1,579	589	2,000	1,411			29.50%	
1022	FORFEITED DEPOSITS	6086	624	0	-624			0.00%	
1023	TH KITCHEN LETTING INCOME	2,659	905	4,000	3,095			22.60%	
1033	CIVIC BALL INCOME	3,073	333	3,250	2,917			10.30%	
1034	MAYOR'S FUNDRAISING	912	1270	0	-1270			0.00%	
1040	MARKET TOLLS	354,319	93,184	410,700	317,516			22.70%	Daily/weekly/monthly
Code	Income Detail	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Received	Notes
1041	ELECTRICITY RECOVERY	410	86	750	664			11.40%	Increased unit rates
1043	MARKET STORAGE	6,133	1,538	5,000	3463			30.80%	
1044	MARKET LOCK-UPS - INVOICE	35,825	9,240	31,000	21,760			29.80%	
1045	MARKET CARRIER BAGS	78	0	100	100			0.00%	
1046	WATER RATES RECOVERY	100	20	240	220			8.30%	
1050	CAR PARK FEES	25,562	14,051	21,500	7,449			65.40%	Income from WDBC for GH car park Ringo for 22/23 received in April
1060	GOOSE FAIR INCOME	40,093	1,299	38,500	37201			3.40%	
1061	PARK & RIDE INCOME	5,624	0	6,500	6500			0.00%	
1071	STAFF COSTS RECOVERED	4,246	18	3000	2,983			0.60%	
1072	Grant ACE Jubilee Funding	7,722	0	0	0			0.00%	
1076	PRECEPT	852,554	484,435	968,870	484,435			50.00%	
1077	GRANTS RECEIVED	20,000	11754	0	-11754			0.00%	
1080	MISC INCOME	20,117	2372	11,510	9,138			20.60%	
1081	Garden Festival Income	5,299	1781	3,500	1,719			50.90%	
1082	DEPOT SEAT INCOME	600	0	0	0			0.00%	
1090	INTEREST RECEIVED	27,120	10537	35,000	24,463			30.10%	
1091	Neighbourhood Development Plan	4,684	0	0	0			0.00%	
1100	BAR SALES	12,951	7,119	20,000	12,881			35.60%	
1120	FOOD SALES	113	250	0	-250			0.00%	
1130	Bar Extension & Licences	600	100	800	700			12.50%	
1175	PROCEEDS OF ASSET DISPOSALS	0	900	0	-900			0.00%	Sale of box truck and trailer
	Total Income	1,999,534	906,505	2,161,339	1,254,836	0	0	42%	

* Please note income shown represents income invoiced not necessarily received.