

THIRD DRAFT (November 2020)

Inflation increases based on RPI in September 2020

1.3%

At 31/10/2020

Month

7

SUMMARISED INCOME & EXPENDITURE ACCOUNT

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget 2019/20	Actuals 2019/20
		Annual At 31/10/2020	YTD Budget			
INCOME						
Precept	522,022	514,351	300,038	300,038	505,452	505,452
Council Tax Reduction Grant	-	-	-	-	3,660	3,660
Market & Christmas Festival [Net]	35,739	35,410	20,656	9,134	39,917	38,893
Rents [Net]	7,566	7,566	4,414	7,566	7,775	7,566
Interest on Investments	12,250	17,500	10,208	6,014	21,952	19,617
Interest on Bank Accounts	153	360	210	90	360	350
Income from Sale of Assets	-	-	-	-	-	-
River Mooring [Net]	1,035	1,035	604	513	625	1,225
Sundry Income	-	-	-	-	-	-
Further Funding from Reserves (to fund Deficit)	258,377	295,705	n/a		148,551	
	837,143	871,927	336,130	323,355	728,292	576,763
EXPENDITURE						
Town Hall Commercial Management [Net]	7,475	5,564	3,246	14,690	(7,165)	2,987
Operational & Administrative Expenses	457,545	441,992	257,829	172,902	471,654	364,762
Civic Expenditure	82,918	84,307	49,179	6,519	89,022	59,750
Cemetery [Net]	146,256	154,831	90,318	98,572	143,782	104,885
Holy Trinity Churchyard & Garden of Remembrance	3,000	3,000	1,750	-	2,500	4,826
Tranquility Garden [Net]	(949)	(4,107)	(2,396)	(3,470)	(3,167)	(5,990)
Allotments [Net]	(155)	(155)	(90)	-	(161)	(165)
Hatton Rock	19,593	19,361	11,294	11,454	19,293	9,553
Initiatives, Projects and Grants	121,460	180,134	105,078	68,063	103,934	114,087
Contingency for Inflation (included in above)	3,979	7,884			8,059	
	837,143	884,927	516,206	368,730	819,692	654,695
NET Surplus (Deficit)	-	(13,000)	(180,077)	(45,375)	(91,400)	(77,932)
Council Tax Base	13225.8	13225.8			13190.3	
Annual Rate Charge Per Household	£39.47	£38.89			£38.32	
% change over 2020/21	1.5%	1.5%			0.0%	
Precept Change	£7,671	£5,239			£3,210	

N.B. The original budget agreed by Council for 2020/21 was £871,927
During the year, Council agreed virements from designated and general reserves, increasing the working budget by £13,000 (F&S Sep 2019 Mar 2020)
These adjustments are included in the 2020/21 Budget figures shown here

MARKET & CHRISTMAS FESTIVAL

THIRD DRAFT (November 2020)

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget Actuals 2019/20	
		Annual At 31/10/2020	YTD Budget			
INCOME						
Market	144,807	143,943	83,967	16,970	140,295	142,119
Christmas Festival	-	-	-	-	-	-
	144,807	143,943	83,967	16,970	140,295	142,119
EXPENDITURE						
Market - District Council Share	86,884	86,366	50,380	7,836	84,177	85,271
Market - Tripartite Marketing Expenses	2,896	2,879	1,679	-	2,806	300
Christmas Festival	19,288	19,288	11,251	-	13,395	17,655
	109,068	108,533	63,311	7,836	100,378	103,226
NET INCOME	35,739	35,410	20,656	9,134	39,917	38,893

TOWN HALL COMMERCIAL MANAGEMENT

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget Actuals 2019/20	
		Annual At 31/10/2020	YTD Budget			
INCOME						
Lettings	26,131	30,876	18,011	2,065	41,633	26,131
Sundry Income	247	314	183	-	55	247
	26,378	31,190	18,194	2,065	41,688	26,378
EXPENDITURE						
Personnel	24,134	27,202	15,868	13,802	25,688	22,173
Security Personnel	793	793	463	-	793	506
Cleaning & Laundry	3,600	3,600	2,100	1,462	3,600	3,686
PRS and Licenses	2,287	1,653	964	1,447	1,019	2,680
Operating Equipment	914	914	533	44	800	130
Travel & Subsistence	-	350	204	-	350	140
Marketing, Publicity & Special Projects	1,500	1,500	875	-	1,500	-
Other Costs	500	500	292	-	500	50
Contingency for Inflation	125	242	141	-	272	-
	33,853	36,754	21,440	16,755	34,523	29,364
NET EXPENDITURE	7,475	5,564	3,246	14,690	(7,165)	2,987

OPERATIONAL & ADMINISTRATION

THIRD DRAFT (November 2020)

EXPENDITURE	Proposed	Budget 2020/21		Year to Date	Budget	Actuals
	Budget 2021/22	Annual At 31/10/2020	YTD Budget	Actuals 2020/21	2019/20	
Rother Street Clock Tower	220	220	128	217	220	176
STC Meeting Expenses & Subsistence	1,000	1,000	583	136	1,000	632
Travel and Subsistence	250	250	146	34	250	321
Borough Records	350	350	204	-	350	-
Salaries, Wages and Related Costs	191,979	189,834	110,737	109,792	193,076	199,140
Recruitment	1,500	1,500	875	118	1,500	412
Advertising & Publicity	1,000	1,000	583	-	1,000	69
Office Equipment and Furniture & Stationery	4,650	3,600	2,100	732	5,400	3,581
Equipment Rental	2,274	2,274	1,327	745	2,274	1,390
Combined Insurance Policy	12,124	12,124	7,072	7,647	18,000	11,748
Telephones	2,200	2,200	1,283	1,202	2,200	2,341
Postage & Carriage	1,000	1,000	583	400	1,500	765
Avon Planning Services	4,080	4,080	2,380	2,380	4,080	4,080
Neighbourhood Plan Monitoring & Review	2,000	2,000	1,167	420	2,000	725
Subscriptions	2,260	2,260	1,318	1,064	1,658	1,747
Professional Fees	13,772	13,595	7,930	12,581	13,250	5,574
Audit Fees	5,821	5,746	3,352	4,350	5,585	1,600
Payroll Services	5,800	5,800	3,383	1,000	6,300	6,300
Health & Safety	1,500	1,500	875	-	1,500	-
Councillor & Staff Training	7,565	7,565	4,413	210	3,565	1,220
IT	8,698	8,325	4,856	4,642	7,999	8,586
Website Maintenance	1,000	1,000	583	1,148	1,000	400
Bank Charges & Interest	1,000	1,000	583	287	1,000	302
Newspapers	47	40	23	23	40	37
Rates & Water Rates	29,532	28,126	16,407	16,271	27,609	27,413
Heating & Lighting	8,094	7,990	4,661	1,720	7,788	7,406
General Repairs, Maintenance & Sundry	137,500	124,036	72,354	2,907	127,500	66,745
Alarm & CCTV Call Out	1,000	1,000	583	365	2,177	-
Lift Maintenance Contract	1,000	1,000	583	2,512	1,000	1,013
Election Exp (Inc Polls/Pro Challenges)	5,000	5,000	2,917	-	20,000	11,038
Contingency for Inflation	3,330	6,577	3,837	-	10,832	-
	457,545	441,992	257,829	172,902	471,651	364,762

CIVIC EXPENDITURE

THIRD DRAFT (November 2020)

EXPENDITURE	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget 2019/20	Actuals 2019/20
		Annual At 31/10/2020	YTD Budget			
Mayor's Allowance	6,500	6,500	3,792	151	6,500	4,862
Mayor's Travelling	5,000	5,000	2,917	510	5,000	5,622
New Civic Car (to be added to Mayor's Travelling)	3,864	3,864	2,254	-		
Civic Insignia	1,500	4,864	2,837	3,422	1,500	301
Receptions (Formal & Informal)	6,000	6,000	3,500	770	6,000	4,463
Honoraria inc photographic	3,304	3,329	1,942	1,457	3,272	3,064
Printing & Stationery	500	500	292	210	500	958
Floral Decorations	650	650	379	-	650	350
Civic Robes	1,500	1,500	875	-	1,500	1,033
Civic Gifts	100	100	58	-	100	61
SBC - Town Council funding contribution	25,000	25,000	14,583	-	25,000	25,000
Christmas Activities	2,000	2,000	1,167	-	2,000	1,934
Festival & Events...HODS	2,000	2,000	1,167	-	2,000	-
VE Day 75	-	3,000	1,750	-	-	-
Contingency (including Events tbc)	5,000	5,000	2,917	-	5,000	492
Specific One Off Events	-	-	-	-	-	-
National Mourning Protocol	-	-	-	-	-	-
Event Security	20,000	15,000	8,750	-	30,000	11,611
	82,918	84,307	49,179	6,519	89,022	59,750

CEMETERY

THIRD DRAFT (November 2020)

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget	Actuals
		Annual At 31/10/2020	YTD Budget			
INCOME						
Purchase & Interment Fees	39,259	43,074	25,127	22,607	37,332	54,900
Memorial Fees	4,550	10,855	6,332	2,620	7,832	9,940
Sundry Income (Transfers of Burial Rights)	400	400	233	350	400	405
	44,208	54,329	31,692	25,577	45,564	65,245
EXPENDITURE						
Management Charge	144,133	135,173	78,851	82,146	136,457	130,868
Gen Maintenance of Street Furniture	-	-	-	-	-	-
Training	3,000	3,000	1,750	-	-	-
Rates and Water Rates	4,593	4,374	2,552	2,600	4,263	4,263
General Ground Maintenance	14,000	39,964	23,312	24,049	27,500	19,100
Repairs & Maintenance	100	1,100	642	-	50	98
Telephone	450	650	379	260	650	596
Heating & Lighting	1,175	1,160	677	147	562	(244)
Vehicle Expenses	3,751	3,730	2,176	2,188	3,719	4,927
Equipment	7,000	10,218	5,961	11,147	7,000	5,214
CCTV	3,008	-	-	-	-	-
Health & Safety	250	250	146	-	250	9
Grave Excavation	4,750	4,750	2,771	1,140	3,585	3,610
Travel & Subsistence	631	626	365	368	855	606
Sundry Seating & Trees	600	600	350	105	600	1,083
Contingency for Inflation	524	1,065	621	-	1,354	-
Vehicle Replacement Contingency	2,500	2,500	1,458	-	2,500	-
	190,464	209,160	122,010	124,149	189,345	170,130
NET EXPENDITURE	146,256	154,831	90,318	98,572	143,781	104,885

HOLY TRINITY CHURCHYARD & GARDEN OF REMEMBRANCE

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget	Actuals
		Annual At 31/10/2020	YTD Budget			
EXPENDITURE						
Special Repairs and Maintenance	3,000	3,000	1,750	-	2,500	4,826
	3,000	3,000	1,750	-	2,500	4,826

TRANQUILITY GARDEN

THIRD DRAFT (November 2020)

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals	Budget	Actuals
		Annual At 31/10/2020	YTD Budget			
INCOME						
Purchase & Interment Fees	4,674	6,480	3,780	2,726	5,860	5,390
Memorial Fees	1,275	2,627	1,532	744	2,307	2,400
	5,949	9,107	5,312	3,470	8,167	7,790
EXPENDITURE						
Design, Planning & Consultancy/Set up Costs	-	-	-	-	-	-
Maintenance & Development Costs	5,000	5,000	2,917	-	5,000	1,800
Brochures	-	-	-	-	-	-
Opening Event	-	-	-	-	-	-
	5,000	5,000	2,917	-	5,000	1,800
NET EXPENDITURE	(949)	(4,107)	(2,396)	(3,470)	(3,167)	(5,990)

ALLOTMENTS - PARK ROAD

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget	Actuals
		Annual At 31/10/2020	YTD Budget			
INCOME						
Tenancy Rental	165	165	96	-	171	165
	165	165	96	-	171	165
EXPENDITURE						
Lease	10	10	6	-	10	-
Set up & Maintenance Costs	-	-	-	-	-	-
	10	10	6	-	10	-
NET EXPENDITURE	(155)	(155)	(90)	-	(161)	(165)

HATTON ROCK

THIRD DRAFT (November 2020)

EXPENDITURE

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget	Actuals
		Annual At 31/10/2020	YTD Budget		2019/20	
Rent	13,490	13,490	7,869	8,993	13,490	6,749
Rates	4,813	4,584	2,674	2,649	4,521	1,950
Insurance	146	144	84	-	140	142
Heating & Lighting	44	43	25	-	42	1
Service Costs	750	750	438	(188)	750	562
Sundry Expenses	350	350	204	-	350	149
	19,593	19,361	11,294	11,454	19,293	9,553

INITIATIVES, PROJECTS AND GRANTS

EXPENDITURE

	Proposed Budget 2021/22	Budget 2020/21		Year to Date Actuals 2020/21	Budget	Actuals
		Annual At 31/10/2020	YTD Budget		2019/20	
Special Projects & Grants - Over £20K	89,500	115,000	67,083	30,000	60,000	60,000
Special Projects & Grants - Under £20K	-	5,000	2,917	-	-	-
Town Projects / Partnership Working / CCTV	27,788	28,087	16,384	27,788	28,087	27,788
Stratforward - BID Levy	754	744	434	709	725	709
Localism Project (NDP) - to Nov 2018	-	-	-	-	-	-
COVID-19 Response & Community Support	-	-	-	8,357	-	9,000
Other Debtors - Stratford Support cash only clients	-	-	-	108	-	631
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	2,164	14,106	8,229	541	11,000	9,418
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	705	6,997	4,082	559	4,122	6,540
Climate Change Pilot Scheme	-	10,000	5,833	-	-	-
Green Advent Calendar	350	-	-	-	-	-
Lunch Club (Loneliness/Dementia Friendly projects)	200	200	117	-	-	-
Historic Spine Town Hall Plaque	-	-	-	-	-	-
	121,460	180,134	105,078	68,063	103,934	114,087