

BALANCE SHEET**Current Assets**

Debtors	£	6,573
Short Term Investments	£	860,686
Cash at Bank and In Hand	£	78,773
	£	<u>946,033</u>

Less Current Liabilities

Creditors	£	(33,818)
Restricted Funds (excluding CIL)	£	(15,912)
Community Infrastructure Levy (CIL)	£	(2,190)
	£	<u>(51,920)</u>

Net Current Assets

	£	<u>894,113</u>
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Financed by:

Year To Date Surplus/(Deficit)	£	50,816
General Reserve	£	520,714
Designated Reserves (excluding SBC)	£	236,369
Shakespeare Birthday Celebrations (SBC) balance	£	86,213
	£	<u>894,113</u>

(excluding Fixed Assets @ 31/03/2019) £ 11,083,998

INVESTMENTS & BANK

At 31/07/2019

CCLA Public Sector Deposit Fund	£	73,838
CCLA Local Authorities' Property Fund	£	250,000
Cambridge & Counties 3 Year Business Bonds	£	359,564
Cambridge & Counties 2 Year Business Bond	£	100,005
Cambridge & Counties Bank Savings Account	£	77,279
Total Investments	£	<u>860,686</u>

Barclays Business Current Account	£	78,611
Barclays Debit Card Account	£	48
Petty Cash	£	114
Total Cash at Bank and in hand	£	<u>78,773</u>

RESERVES

At 31/03/2019

Building Maintenance Reserve	£	150,860
Cemetery Land & Building Reserve	£	25,400
Allotment Reserve	£	27,162
Christmas Festival Reserve	£	9,298
Old Stratford and Drayton Reserve	£	1,650
Vehicle Replacement Reserve	£	12,500
Election Expenses Reserve	£	9,500
SBC Reserve	£	68,068
Total Designated Reserves	£	<u>304,437</u>

General Reserve	£	<u>520,714</u>
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Community Infrastructure Levy (CIL)	£	<u>2,190</u>	At 31/07/2019
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Total Reserves (including CIL)	£	<u>827,342</u>
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SUMMARISED INCOME & EXPENDITURE ACCOUNT
At 31/07/2019

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/07/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Precept	505,452	168,484	168,484	165,491	(336,968)	(0)
Council Tax Reduction Grant	3,660	1,220	1,220	3,143	(2,440)	-
Market & Christmas Festival [Net]	39,917	13,306	28,059	24,951	(11,858)	14,753
Rents [Net]	7,775	2,592	7,566	7,566	(209)	4,974
Interest on Investments	21,952	7,317	2,794	2,979	(19,157)	(4,523)
Interest on Bank Accounts	360	120	127	120	(233)	7
Income from Sale of Assets	-	-	-	-	-	-
River Mooring [Net]	625	208	721	800	96	513
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	7,165	2,388	(345)	3,767	(7,511)	(2,733)
Funding from Reserves	148,551	49,517	-	4,468	(148,551)	(49,517)
	735,457	245,152	208,626	213,285	(526,832)	(36,526)
EXPENDITURE						
Operational & Administrative Expenses	395,736	131,912	108,692	109,680	287,044	23,220
Civic Expenditure	89,022	29,674	23,723	16,343	65,299	5,951
Cemetery [Net]	133,443	44,481	35,352	37,370	98,091	9,129
Holy Trinity Churchyard & Garden of Remembrance	2,500	833	3,805	-	(1,305)	(2,972)
Tranquility Garden [Net]	(3,167)	(1,055)	(2,869)	(2,051)	(298)	1,814
Allotments [Net]	(161)	(54)	-	466	(161)	(54)
Hatton Rock	19,293	6,431	6,848	(3,487)	12,445	(417)
Initiatives, Projects and Grants	103,934	34,645	28,823	33,821	75,111	5,822
	740,600	246,867	204,374	192,143	536,226	42,493
NET Surplus / (Deficit)	(5,143)	(1,715)	4,251	21,142	9,394	5,966

Budget 2019/20 Expenditure increase from General Reserves F&S Minute 70 12.3.19 GP Minute 66 9.4.19

MARKET & CHRISTMAS FESTIVAL**At 31/07/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 31/07/2019	2019-20	2018-19	Annual Budget	YTD Budget
INCOME						
Market	140,295	46,765	70,148	67,775	(70,148)	23,383
Christmas Festival	-	-	-	-	-	-
	140,295	46,765	70,148	67,775	(70,148)	23,383
EXPENDITURE						
Market - District Council Share	84,177	28,059	42,089	40,665	42,089	(14,030)
Market - Tripartite Expenses	2,806	935	-	2,159	2,806	935
Christmas Festival	13,395	4,465	-	-	13,395	4,465
	100,378	33,459	42,089	42,824	58,290	(8,629)
NET INCOME	39,917	13,306	28,059	24,951	(11,858)	14,753

TOWN HALL COMMERCIAL MANAGEMENT**At 31/07/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 31/07/2019	2019-20	2018-19	Annual Budget	YTD Budget
INCOME						
Lettings (excluding Deferred Income)	41,633	13,878	12,151	16,378	(29,482)	(1,726)
Sundry Income	55	18	84	22	29	66
	41,688	13,896	12,236	16,399	(29,452)	(1,660)
EXPENDITURE						
Personnel	25,688	8,563	9,506	9,623	16,182	(943)
Security Personnel	793	264	229	475	565	36
Cleaning & Laundry	3,600	1,200	787	1,018	2,813	413
PRS and Licences	1,019	340	2,006	686	(986)	(1,666)
Operating Equipment	800	267	-	761	800	267
Travel & Subsistence	350	117	53	68	297	63
Marketing, Publicity & Special Projects	1,500	500	-	-	1,500	500
Other Costs	500	167	-	-	500	167
Contingency for Inflation	272	91	-	-	-	-
	34,523	11,508	12,581	12,632	21,942	(1,073)
NET INCOME	7,165	2,388	(345)	3,767	(7,511)	(2,733)

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 31/07/2019	2019-20	2018-19	Annual Budget	YTD Budget
Rother Street Clock Tower	220	73	23	28	197	51
STC Meeting Expenses & Subsistence	1,000	333	164	323	836	169
Travel and Subsistence	250	83	81	73	169	2
Borough Records	350	117	-	-	350	117
Salaries Wages and Related Costs	195,976	65,325	69,139	62,410	126,837	(3,814)
Recruitment	1,500	500	412	172	1,088	88
Advertising & Publicity	1,000	333	-	-	1,000	333
Office Equipment & Furniture & Stationery	5,400	1,800	1,626	904	3,774	174
Equipment Rental	2,274	758	465	635	1,809	293
Combined Insurance Policy	18,000	6,000	3,829	5,132	14,171	2,171
Telephones	2,200	733	716	682	1,484	18
Postage & Carriage	1,500	500	381	493	1,119	119
Avon Planning Services	4,080	1,360	1,700	1,020	2,380	(340)
Neighbourhood Plan Monitoring & Review	2,000	667	240	-	1,760	427
Subscriptions	1,658	553	857	901	801	(305)
Professional Fees	13,250	4,417	6,425	7,125	6,825	(2,008)
Audit Fees	5,585	1,862	-	4,000	5,585	1,862
Payroll Services	3,400	1,133	2,050	450	1,350	(917)
Health & Safety	1,500	500	-	-	1,500	500
Councillor & Staff Training	3,565	1,188	153	515	3,413	1,036
IT	7,081	2,360	4,011	3,259	3,070	(1,651)
Website Maintenance	1,000	333	75	-	925	258
Bank Charges & Interest	1,000	333	308	(128)	692	25
Newspapers	40	13	12	13	28	1
Rates & Water Rates	27,609	9,203	8,517	11,021	19,091	686
Heating & Lighting	7,788	2,596	1,783	1,488	6,005	813
General Repairs, Maintenance & Sundry	52,500	17,500	5,320	8,638	47,180	12,180
Alarm & CCTV Call Out	2,177	726	-	139	2,177	726
Lift Maintenance Contract	1,000	333	405	386	595	(72)
Election Exp (Inc Polls/Pro Challenges)	20,000	6,667	-	-	20,000	6,667
Contingency for Inflation	10,832	3,611	-	-	10,832	3,611
	395,736	131,912	108,692	109,680	287,044	23,220

Budget 2019/20 Expenditure increase for Professional Fees from General Reserves F&S Minute 70 12.3.19

Additional Town Hall Maintenance Expenditure and Fees to be funded by virement from Building Maintenance Reserve at Year End F&S Minute 27 11.9.18 & 69 12.3.19

Contingency for Inflation increased from Final Draft Budget 2019-20 amount to correct Budget Total error

CIVIC EXPENDITURE
At 31/07/2019

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 31/07/2019	2019-20	2018-19	Annual Budget	YTD Budget
Mayor's Allowance	6,500	2,167	2,029	1,942	4,471	138
Mayor's Traveling	5,000	1,667	1,983	2,046	3,017	(316)
Civic Insignia	1,500	500	134	90	1,367	367
Receptions (Formal & Informal)	6,000	2,000	3,681	1,931	2,319	(1,681)
Honoraria inc photographic	3,272	1,091	567	802	2,705	523
Printing & Stationery	500	167	246	4	254	(79)
Floral Decorations	650	217	215	195	435	2
Civic Robes	1,500	500	665	90	835	(165)
Civic Gifts	100	33	61	109	39	(28)
SBC - Town Council funding contribution	25,000	8,333	8,333	8,333	16,667	-
Christmas Activities	2,000	667	525	-	1,475	142
Festivals & Events - HODS	2,000	667	-	651	2,000	667
Contingency (Events tbc)	5,000	1,667	-	-	5,000	1,667
National Mourning Protocol	-	-	-	-	-	-
Event Security	30,000	10,000	5,285	150	24,715	4,715
	89,022	29,674	23,723	16,343	65,299	5,951

CEMETERY**At 31/07/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 31/07/2019	2019-20	2018-19	Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	37,332	12,444	26,015	11,395	(11,317)	13,571
Memorial Fees	7,832	2,611	2,930	2,710	(4,902)	320
Sundry Income (Seating/Trees/Transfers)	400	133	80	200	(320)	(53)
	45,563	15,188	29,025	14,305	(16,538)	13,837
EXPENDITURE						
Management Charge	136,457	45,486	42,948	41,626	93,509	2,538
Rates	3,924	1,308	1,421	1,589	2,503	(113)
General Ground Maintenance	17,500	5,833	15,051	1,195	2,449	(9,218)
Repairs & Maintenance	50	17	-	425	50	17
Telephone	650	217	191	163	459	26
Heating & Lighting	562	187	(1,123)	(79)	1,685	1,311
Vehicle Expenses	3,719	1,240	1,521	1,354	2,198	(281)
Equipment	7,000	2,333	2,993	4,441	4,007	(659)
Health & Safety	250	83	9	-	241	74
Grave Excavation	3,585	1,195	950	760	2,635	245
Travel & Subsistence	855	285	113	202	741	172
Sundry Seating & Trees	600	200	304	-	296	(104)
Contingency for Inflation	1,354	451	-	-	1,354	451
Vehicle Replacement Contingency	2,500	833	-	-	2,500	833
	179,006	59,669	64,377	51,675	114,629	(4,708)
NET EXPENDITURE	133,443	44,481	35,352	37,370	98,091	9,129

HOLY TRINITY CHURCHYARD & GARDEN OF REMEMBRANCE**At 31/07/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 31/07/2019	2019-20	2018-19	Annual Budget	YTD Budget
EXPENDITURE						
Special Repairs and Maintenance	2,500	833	3,805	-	(1,305)	(2,972)
	2,500	833	3,805	-	(1,305)	(2,972)

TRANQUILITY GARDEN
At 31/07/2019

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/07/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	5,860	1,953	1,559	2,130	(4,301)	(395)
Memorial Fees	2,307	769	1,379	840	(928)	610
	8,167	2,722	2,938	2,970	(5,229)	216
EXPENDITURE						
Maintenance & Development Costs	5,000	1,667	69	919	4,931	1,598
	5,000	1,667	69	919	4,931	1,598
NET EXPENDITURE	(3,167)	(1,055)	(2,869)	(2,051)	(298)	1,814

Budget 2019/20 Income expected to exceed Expenditure

ALLOTMENTS - PARK ROAD
At 31/07/2019

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/07/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Tenancy Rental	171	57	-	33	(171)	(57)
	171	57	-	33	(171)	(57)
EXPENDITURE						
Lease	10	3	-	-	10	3
Set up & Maintenance Costs	-	-	-	499	-	-
	10	3	-	499	10	3
NET EXPENDITURE	(161)	(54)	-	466	(161)	(54)

Budget 2019/20 Expenditure to be covered by Designated Allotment Reserve

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/07/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
Rent	13,490	4,497	5,403	(2,244)	8,087	(907)
Rates	4,521	1,507	1,489	(555)	3,032	18
Insurance	140	47	142	(70)	(2)	(96)
Heating & Lighting	42	14	1	130	41	13
Service Costs	750	250	(188)	(757)	938	438
Sundry Expenses	350	117	-	10	350	117
	19,293	6,431	6,848	(3,487)	12,445	(417)

INITIATIVES, PROJECTS AND GRANTS

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/07/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	60,000	20,000	-	-	60,000	20,000
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	28,087	9,362	27,788	25,037	299	(18,426)
Stratforward - BID Levy	725	242	709	700	16	(468)
Localism Project (NDP) - to Nov 2018	-	-	-	4,468	-	-
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	3,667	326	3,390	10,674	3,341
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	4,122	1,374	-	227	4,122	1,374
	103,934	34,645	28,823	33,821	75,111	5,822

Budget 2019/20 Expenditure increase for Bus Shelters/Dog Hygiene/Litter/Cycle Racks from General Reserves GP Minute 66 9.4.19

SHAKESPEARE BIRTHDAY CELEBRATIONS

At 31/07/2019

			2019-20	2018-19
SBC - S106 Agreement (Balance)			7,933	
SBC - Opening Balance (B/fwd from 2017-18)			68,068	
INCOME				
SBC - Income (Other)			25,000	25,000
SBC - Town Council Budget			25,000	25,000
SBC - Friends Donations			100	80
SBC - Friends Receptions			-	-
SBC - Parade - Flags & Admin Fee			2,542	867
SBC - Advertising Income			-	-
SBC - Bank Interest			-	-
Total Income			52,642	50,947
EXPENDITURE				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			-	150
SBC - Standard Replacements			-	-
SBC - Flag Poles			4,520	4,520
SBC - Insurance			-	376
SBC - Health & Safety			1,990	1,745
SBC - Traffic Management			11,166	3,364
SBC - Parade & Ceremony			8,193	9,051
SBC - Management Charges			5,633	6,519
SBC - Operational Expenses			-	7,500
SBC - Miscellaneous Expenses			1,306	12,530
SBC - Birthday Cake			-	1,400
SBC - Playmakers			-	-
SBC - Marketing			1,690	2,000
SBC - Bank Charges			-	-
SBC - Friends of Shakespeare			-	-
SBC - Friends of Shakespeare Launch			-	-
SBC - Friends Reception			-	393
Total Expenditure			34,497	49,547
NET Surplus (Deficit) for Year			18,144	1,399
SBC - including Opening Balance			86,213	