

@ 31/07/2021

Month 04

BALANCE SHEET

@ 31/07/2021

Fixed Assets

Long Term Investments £ 537,069

Current Assets

Debtors £ 19,805

Short Term Investments £ 143,139

Cash at Bank and in hand £ 46,467

£ 209,412**Less Current Liabilities**

Creditors £ (23,778)

Restricted Funds £ (22,190)

£ (45,968)**Net Assets (excluding Fixed Asset Reserve)**£ 700,513**Financed by:**

Year To Date Trial Balance Surplus/(Deficit) £ 48,795

General Reserve £ 261,024

Designated Reserves £ 390,693

£ 700,513**(excluding Fixed Assets @ 31/03/2021)****£ 15,039,541****INVESTMENTS & BANK**

@ 31/07/2021

CCLA Local Authorities' Property Fund £ 250,000

Cambridge & Counties 3 Year Business Bond £ 104,455

Cambridge & Counties 2 Year Business Bonds £ 182,614

Total Long Term Investments £ 537,069

CCLA Public Sector Deposit Fund £ 34,450

Cambridge & Counties Bank Savings Account £ 108,690

Total Short Term Investments £ 143,139

Barclays Business Current Account £ 45,852

Barclays Debit Card Account £ 394

Petty Cash £ 221

Total Cash at Bank and in hand £ 46,467**Total Investments & Bank**£ 726,675**TRIAL BALANCE**

@ 31/07/2021

This Month**Year To Date****(excluding Deferred Income balance)****£ 3,509 £ (6,411)**Precept Income £ (20,930) £ (263,788)
£ (71,072)

Expenditure £ 91,338 £ 286,065

Trial Balance Surplus/(Deficit)£ 48,795

Designated Reserves (excluding CIL, TCSP & SBC) £ 282,612

Community Infrastructure Levy (CIL) balance £ 8,225

Town Centre Strategic Partnership (TCSP) balance £ 16,226

Shakespeare Birthday Celebrations (SBC) balance £ 83,630

£ 390,693**RESERVES**

@ 31/03/2021

Building Maintenance Reserve £ 127,000

Cemetery Land & Building Reserve £ 45,400

Allotment Reserve £ 7,162

Christmas Festival Reserve £ 7,154

Vehicle Replacement Reserve £ 17,500

Election Expenses Reserve £ 23,462

Community Infrastructure Levy £ 7,843

Town Centre Strategic Partnership £ 12,000

Other Designated Reserves £ 54,934

SBC Reserve £ 62,518

Total Designated Reserves £ 364,973**General Reserve** £ 261,024**Total Reserves** £ 625,997

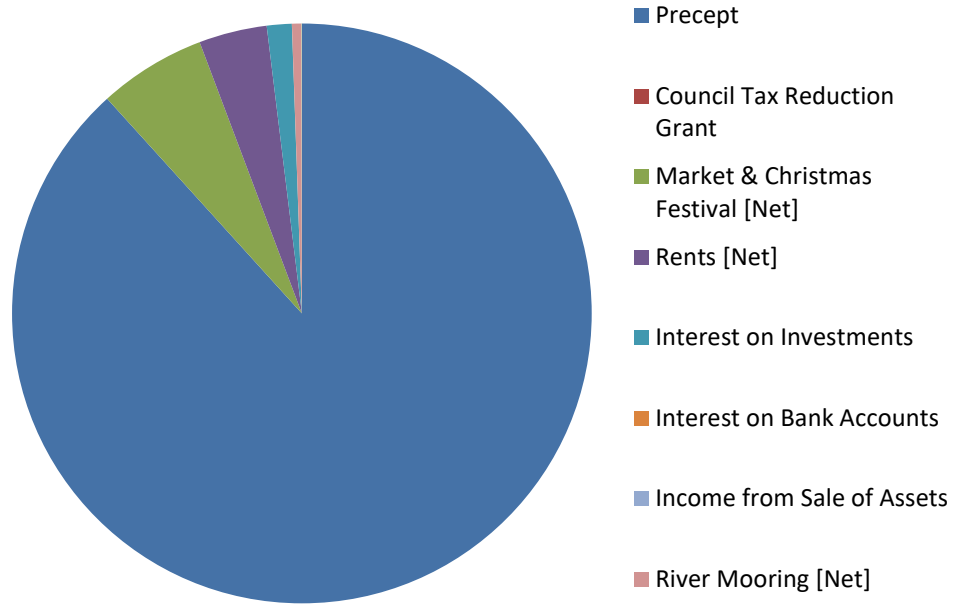
INCOME & EXPENDITURE YEAR TO DATE - BUDGET & ACTUALS

INCOME	YTD Budget @ 31/07/2021	% of Total	YTD Actuals @ 31/07/2021	% of Total	VARIANCE Surplus/(Deficit)
Precept	175,859	71%	175,859	71%	-
Council Tax Reduction Grant	-		-		-
Market & Christmas Festival (incl. SDC share)	38,395	16%	18,260	7%	(20,135)
Rents	3,250		9,750		6,500
Interest on Investments	4,083		2,763		(1,321)
Interest on Bank Accounts	49		11		(39)
Income from Sale of Assets	-		-		-
River Mooring	345		1,040		695
Sundry Income	-		50		-
Town Hall Commercial Management	8,793	4%	14,842	6%	6,049
Cemetery	14,578	6%	23,060	9%	8,482
Tranquility Garden	2,010		1,893		(118)
Allotments	55		-		(55)
GROSS INCOME	71,559		71,667		109
TOTAL INCOME (including Precept)	247,417		247,526		109
EXPENDITURE					
Market & Christmas Festival (incl. SDC share)	30,234	9%	6,327	3%	23,907
Rents	728		2,184		(1,456)
River Mooring	-		-		-
Town Hall Commercial Management	10,906	3%	10,082	4%	824
Operational & Administrative Expenses	155,436	45%	119,512	53%	35,924
Civic Expenditure	21,806	6%	13,017	6%	8,789
Cemetery	62,381	18%	53,499	24%	8,882
Holy Trinity Churchyard & Garden of Remembrance	6,667		738		5,929
Tranquility Garden	1,667		470		1,197
Allotments	3		-		3
Hatton Rock	6,531		7,134		(603)
Initatives, Projects and Grants	46,099	13%	13,272	6%	32,827
Contingency for Inflation (included in above)	2,628				
GROSS EXPENDITURE (including Contingency)	342,458		226,236		116,222
NET Surplus / (Deficit)	(95,041)		21,290		116,330

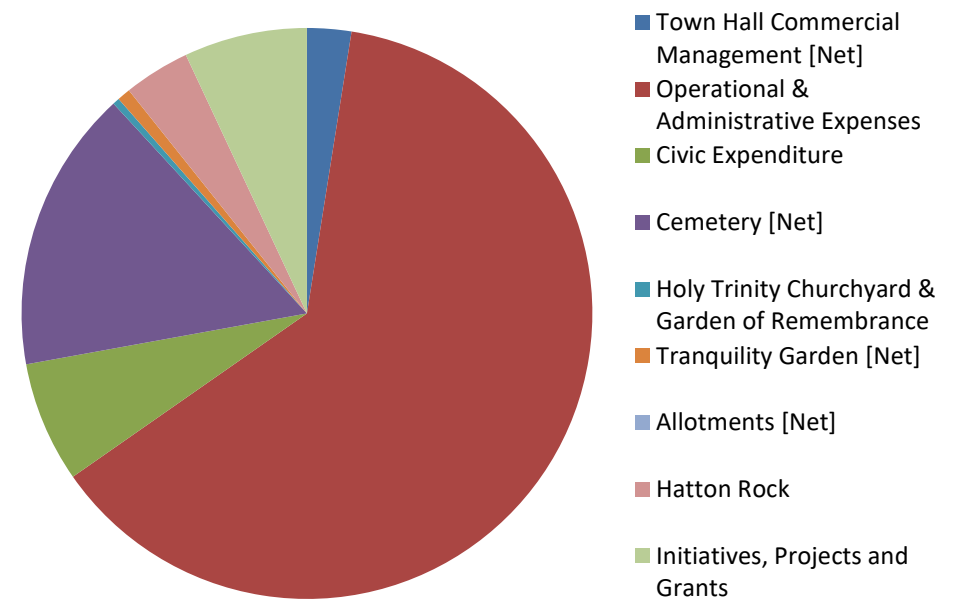
INCOME & EXPENDITURE YEAR TO DATE - ACTUALS & PREVIOUS

	YTD Actuals 2021-22 @ 31/07/2021	% of Total	YTD Previous 2020-21 @ 31/07/2020	% of Total	VARIANCE Increase / (Decrease)
INCOME					
Precept	175,859	71%	171,450	86%	4,408
Council Tax Reduction Grant	-	-	-	-	-
Market & Christmas Festival (incl. SDC share)	18,260	7%	4,070	2%	14,190
Rents	9,750	4%	9,750	5%	-
Interest on Investments	2,763	1%	3,046	2%	(283)
Interest on Bank Accounts	11	0%	63	0%	(52)
Income from Sale of Assets	-	-	-	-	-
River Mooring	1,040	0%	513	0%	528
Sundry Income	50	0%	-	-	-
Town Hall Commercial Management	14,842	6%	476	0%	14,367
Cemetery	23,060	9%	10,950	5%	12,110
Tranquility Garden	1,893	1%	55	0%	1,838
Allotments	-	-	-	-	-
GROSS INCOME	71,667	29%	28,922	14%	42,746
TOTAL INCOME (including Precept)	247,526	100%	200,372	100%	47,154
EXPENDITURE					
Market & Christmas Festival (incl. SDC share)	6,327	3%	-	-	6,327
Rents	2,184	1%	2,184	1%	-
River Mooring	-	-	-	-	-
Town Hall Commercial Management	10,082	4%	9,923	5%	160
Operational & Administrative Expenses	119,512	53%	98,485	45%	21,027
Civic Expenditure	13,017	6%	7,162	3%	5,855
Cemetery	53,499	24%	76,211	35%	(22,712)
Holy Trinity Churchyard & Garden of Remembrance	738	0%	3,075	1%	(2,337)
Tranquility Garden	470	0%	-	-	470
Allotments	-	-	-	-	-
Hatton Rock	7,134	3%	6,946	3%	188
Initatives, Projects and Grants	13,272	6%	13,848	6%	(576)
Contingency for Inflation (included in above)					
GROSS EXPENDITURE (including Contingency)	226,236	100%	217,834	100%	8,402
NET Surplus / (Deficit)	21,290		(17,462)		38,752

INCOME YTD Actuals



EXPENDITURE YTD Actuals



SUMMARISED INCOME & EXPENDITURE ACCOUNT
@ 31/07/2021

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget 2021-22	YTD Budget @ 31/07/2021	YTD Actuals 2021-22	YTD Previous 2020-21	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Precept	527,576	175,859	175,859	171,450	(351,717)	-
Council Tax Reduction Grant	-	-	-	-	-	-
Market & Christmas Festival [Net]	24,482	8,161	11,933	4,070	(12,549)	3,772
Rents [Net]	7,566	2,522	7,566	7,566	(0)	5,044
Interest on Investments	12,250	4,083	2,763	3,046	(9,488)	(1,321)
Interest on Bank Accounts	148	49	11	63	(137)	(39)
Income from Sale of Assets	-	-	-	-	-	-
River Mooring [Net]	1,035	345	1,040	513	5	695
Sundry Income	-	-	50	-	50	50
	573,057	191,019	199,221	186,707	(373,836)	8,202
EXPENDITURE						
Town Hall Commercial Management [Net]	6,341	2,113	(4,760)	9,447	11,101	6,873
Operational & Administrative Expenses	466,309	155,436	119,512	98,485	346,797	35,924
Civic Expenditure	65,418	21,806	13,017	7,162	52,401	8,789
Cemetery [Net]	143,409	47,803	30,439	65,261	112,970	17,364
Holy Trinity Churchyard & Garden of Remembrance	24,500	6,667	738	3,075	23,762	5,929
Tranquility Garden [Net]	(1,030)	(343)	(1,423)	(55)	393	1,080
Allotments [Net]	(155)	(52)	-	-	(155)	(52)
Hatton Rock	19,593	6,531	7,134	6,946	12,459	(603)
Initiatives, Projects and Grants	138,297	46,099	13,272	13,848	125,025	32,827
	862,682	286,060	177,931	204,169	684,751	108,129
NET Surplus / (Deficit)	(289,625)	(95,041)	21,290	(17,462)	310,915	116,331
Funding from Reserves	274,625	n/a	tbc @ Year End	tbc @ Year End	tbc @ Year End	n/a
Budget Virements (approved post Budget)	-					

MARKET & CHRISTMAS FESTIVAL**@ 31/07/2021**

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2021-22	@ 31/07/2021	2021-22	2020-21	Annual Budget	YTD Budget
INCOME						
Market	115,185	38,395	18,260	4,070	(96,925)	(20,135)
Christmas Festival	-	-	-	-	-	-
	115,185	38,395	18,260	4,070	(96,925)	(20,135)
EXPENDITURE						
Market - District Council Share	69,111	23,037	6,327	-	62,784	16,710
Market - Tripartite Expenses	2,304	768	-	-	2,304	768
Christmas Festival	19,288	6,429	-	-	19,288	6,429
	90,703	30,234	6,327	-	84,376	23,907
NET INCOME	24,482	8,161	11,933	4,070	(12,549)	3,772

TOWN HALL COMMERCIAL MANAGEMENT**@ 31/07/2021**

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2021-22	@ 31/07/2021	2021-22	2020-21	Annual Budget	YTD Budget
INCOME						
Lettings (excluding Deferred Income)	26,131	8,710	2,842	476	(23,289)	(5,868)
Sundry Income	247	82	-	-	(247)	(82)
Grants - COVID-19 Local Restrictions Support	-	-	12,000	-	12,000	12,000
	26,378	8,793	14,842	476	(11,536)	6,049
EXPENDITURE						
Salaries, Wages & Related Costs	23,000	7,667	7,092	7,886	15,908	574
Security Personnel	793	264	190	-	603	74
Cleaning & Laundry	3,600	1,200	767	726	2,833	433
PRS and Licences	2,287	762	2,033	1,267	254	(1,271)
Operating Equipment	914	305	-	44	914	305
Travel & Subsistence	-	-	-	-	-	-
Marketing, Publicity & Special Projects	1,500	500	-	-	1,500	500
Other Costs	500	167	-	-	500	167
Contingency for Inflation	125	42	-	-	-	-
	32,719	10,906	10,082	9,923	22,637	824
NET EXPENDITURE	6,341	2,113	(4,760)	9,447	11,101	6,873

OPERATIONAL & ADMINISTRATIVE EXPENSES
@ 31/07/2021

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2021-22	@ 31/07/2021	2021-22	2020-21	Annual Budget	YTD Budget
Rother Street Clock Tower	220	73	1,287	32	(1,067)	(1,214)
STC Meeting Expenses & Subsistence	1,000	333	215	100	785	119
Travel and Subsistence	250	83	20	9	230	63
Borough Records	350	117	(350)	-	700	467
Salaries, Wages & Related Costs	191,000	63,667	63,602	60,474	127,398	65
Recruitment	1,500	500	-	-	1,500	500
Advertising & Publicity	1,000	333	-	-	1,000	333
Equipment for Live Streaming of Meetings	15,000	5,000	-	-	15,000	5,000
Office Equipment & Furniture & Stationery	4,650	1,550	2,422	492	2,228	(872)
Equipment Rental	2,274	758	477	465	1,797	281
Combined Insurance Policy	12,124	4,041	4,505	4,370	7,619	(463)
Telephones	2,200	733	819	616	1,381	(85)
Postage & Carriage	1,000	333	-	400	1,000	333
Avon Planning Services	4,080	1,360	1,760	1,360	2,320	(400)
Neighbourhood Plan Monitoring & Review	2,000	667	240	240	1,760	427
Subscriptions	2,260	753	1,561	1,009	699	(808)
Professional Fees	13,800	4,600	1,064	5,530	12,736	3,536
Audit Fees	6,350	2,117	4,450	4,350	1,900	(2,333)
Payroll Services	5,400	1,800	1,015	500	4,385	785
Health & Safety	1,500	500	-	-	1,500	500
Councillor & Staff Training	7,565	2,522	209	210	7,356	2,312
IT	8,700	2,900	4,123	3,133	4,577	(1,223)
Website Maintenance	1,000	333	298	723	702	35
Bank Charges & Interest	500	167	160	167	340	7
Newspapers	60	20	20	12	40	0
Rates & Water Rates	29,532	9,844	8,026	8,662	21,506	1,818
Heating & Lighting	8,094	2,698	1,679	1,615	6,415	1,019
General Repairs, Maintenance & Sundry	10,637	3,546	3,750	1,606	6,887	(204)
Town Hall Planned Maintenance & Repairs	127,000	42,333	17,353	1,640	109,647	24,980
Alarm & CCTV Call Out	1,000	333	400	365	600	(67)
Lift Maintenance Contract	1,000	333	409	405	591	(75)
Contingency for Inflation	3,263	1,088	-	-	3,263	1,088
Election Exp (Inc Polls/Pro Challenges)	-	-	-	-	-	-
	466,309	155,436	119,512	98,485	346,797	35,924

Equipment for Live Streaming of Meetings to be covered by budget virement from Reserves TC Minute 159 30.3.21

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget 2021-22	YTD Budget @ 31/07/2021	YTD Actuals 2021-22	YTD Previous 2020-21	YTD Actuals To Annual Budget	YTD Budget
Mayor's Allowance	6,500	2,167	3,101	2,068	3,399	(934)
Mayor's Traveling	5,000	1,667	485	224	4,515	1,182
New Civic Car (to be added to Mayor's Travelling)	3,864	1,288				
Civic Insignia	1,500	500	-	3,422	1,500	500
Receptions (Formal & Informal)	6,000	2,000	220	730	5,780	1,780
Honoraria inc photographic	3,304	1,101	583	718	2,721	518
Printing & Stationery	500	167	-	-	500	167
Floral Decorations	650	217	65	-	585	152
Civic Robes	1,500	500	19	-	1,481	481
Civic Gifts	100	33	49	-	51	(16)
SBC - Town Council funding contribution	25,000	8,333	8,333	-	16,667	-
Christmas Activities	2,000	667	-	-	2,000	667
Festivals & Events - HODS	2,000	667	-	-	2,000	667
VE Day 75	-	-	-	-	-	-
Contingency (Events tbc)	-	-	162	-	(162)	(162)
National Mourning Protocol	-	-	-	-	-	-
Event Security	7,500	2,500	-	-	7,500	2,500
	65,418	21,806	13,017	7,162	52,401	8,789

CEMETERY**@ 31/07/2021**

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2021-22	@ 31/07/2021	2021-22	2020-21	Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	37,594	12,531	17,847	9,595	(19,747)	5,316
Memorial Fees	5,740	1,913	3,920	1,275	(1,820)	2,007
Sundry Income (Seating/Trees/Transfers)	400	133	1,293	80	893	1,159
	43,734	14,578	23,060	10,950	(20,675)	8,482
EXPENDITURE						
Salaries, Wages & Related Costs	141,500	47,167	46,154	45,374	95,346	1,013
Training	3,000	1,000			3,000	1,000
Rates & Water Rates	4,593	1,531	1,430	1,486	3,163	101
General Ground Maintenance	7,000	2,333	1,459	21,278	5,541	874
Cemetery Driveway Kerbing	7,500	2,500	-	-	7,500	2,500
Repairs & Maintenance	1,100	367	-	-	1,100	367
Telephone	450	150	151	148	299	(1)
Heating & Lighting	1,175	392	393	53	782	(1)
Vehicle Expenses	4,000	1,333	1,610	1,115	2,390	(276)
Equipment	7,000	2,333	1,081	5,744	5,919	1,252
CCTV	3,008	1,003			3,008	1,003
Health & Safety	250	83	-	-	250	83
Grave Excavation	4,750	1,583	760	760	3,990	823
Travel & Subsistence	670	223	112	149	558	112
Sundry Seating & Trees	600	200	349	105	251	(149)
Contingency for Inflation	547	182	-	-	547	182
Vehicle Replacement Contingency	-	-	-	-	-	-
	187,143	62,381	53,499	76,211	133,644	8,882
NET EXPENDITURE	143,409	47,803	30,439	65,261	112,970	17,364

HOLY TRINITY CHURCHYARD & GARDEN OF REMEMBRANCE**@ 31/07/2021**

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2021-22	@ 31/07/2021	2021-22	2020-21	Annual Budget	YTD Budget
EXPENDITURE						
Special Repairs and Maintenance	4,500	1,500	738	3,075	3,762	762
Boundary Wall Repairs	20,000	6,667			20,000	6,667
	24,500	6,667	738	3,075	23,762	5,929

Boundary Wall Repairs budget agreed CS Committee Minute 61 7.1.21

TRANQUILITY GARDEN

@ 31/07/2021

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget 2021-22	YTD Budget @ 31/07/2021	YTD Actuals 2021-22	YTD Previous 2020-21	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	4,875	1,625	1,535	-	(3,340)	(90)
Memorial Fees	1,155	385	358	55	(798)	(28)
	6,030	2,010	1,893	55	(4,138)	(118)
EXPENDITURE						
Maintenance & Development Costs	5,000	1,667	470	-	4,530	1,197
	5,000	1,667	470	-	4,530	1,197
NET EXPENDITURE	(1,030)	(343)	(1,423)	(55)	393	1,080

Budget 2021-22 Income expected to exceed Expenditure

ALLOTMENTS - PARK ROAD

@ 31/07/2021

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget 2021-22	YTD Budget @ 31/07/2021	YTD Actuals 2021-22	YTD Previous 2020-21	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Tenancy Rental	165	55	-	-	(165)	(55)
	165	55	-	-	(165)	(55)
EXPENDITURE						
Lease	10	3	-	-	10	3
Set up & Maintenance Costs	-	-	-	-	-	-
	10	3	-	-	10	3
NET EXPENDITURE	(155)	(52)	-	-	(155)	(52)

Budget 2021-22 Expenditure to be covered by Designated Allotment Reserve

HATTON ROCK

@ 31/07/2021

	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget 2021-22	YTD Budget @ 31/07/2021	YTD Actuals 2021-22	YTD Previous 2020-21	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Rent	13,490	4,497	5,621	5,621	7,869	(1,124)
Rates	4,813	1,604	1,514	1,514	3,299	91
Insurance	146	49	-	-	146	49
Heating & Lighting	44	15	-	-	44	15
Service Costs	750	250	-	(188)	750	250
Sundry Expenses	350	117	-	-	350	117
	19,593	6,531	7,134	6,946	12,459	(603)

INITIATIVES, PROJECTS AND GRANTS
@ 31/07/2021

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus / (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2021-22	@ 31/07/2021	2021-22	2020-21	Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	89,500	29,833	-	-	89,500	29,833
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working / CCTV	31,788	10,596	9,263	9,263	22,525	1,333
TCSP - Town Council funding contribution	-	-	600	-	(600)	(600)
Stratforward - BID Levy	754	251	709	709	45	(458)
Localism Project (NDP) - to Nov 2018	-	-	-	-	-	-
COVID-19 Response & Community Support	-	-	193	3,768	(193)	(193)
Other Debtors - Stratford Support cash only clients	-	-	168	108	(168)	(168)
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	4,000	1,333	-	-	4,000	1,333
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	705	235	489	-	216	(254)
Climate Change Initiatives	10,000	3,333	1,849	-	8,151	1,484
Youth Council	1,000	333	-	-	-	-
Green Advent Calendar	350	117	-	-	-	-
Lunch Club (Loneliness/Dementia Friendly projects)	200	67	-	-	200	67
	138,297	46,099	13,272	13,848	125,025	32,827

TCSP Initiatives additional costs and contingency funded by budget virement F&A Minute 75 9.3.21
TOWN CENTRE STRATEGIC PARTNERSHIP
@ 31/07/2021

			2021-22	2020-21
TCSP - Opening Balance (B/fwd from 2020-21)			12,000	
INCOME				
CIL - Town Council			7,843	5,508
TCSP - Town Council Budget, Virements & Reserves			-	12,000
TCSP - Partnership Contributions (inc. Town Council)			11,000	-
Total Income			18,843	17,508
EXPENDITURE				
CIL - Bridge Street / High Street Design			7,843	5,508
TCSP - Bridge Street / High Street Design			6,774	-
TCSP - Bridge Street / High Street PR			-	-
Total Expenditure			14,618	5,508
NET Surplus (Deficit) for Year			4,226	12,000

TCSP - including Opening Balance
16,226
CIL Reserves @ 31/03/2021 committed to Town Centre Strategic Partnership - Bridge Street / High Street Design
TCSP Initiatives additional costs and contingency funded by budget virement from Civic Expenditure F&A Minute 75 9.3.21

SHAKESPEARE BIRTHDAY CELEBRATIONS
@ 31/07/2021
2021-22
2020-21

SBC - S106 Agreement (Balance)			7,933	
SBC - Opening Balance (B/fwd from 2020-21)			62,518	

INCOME				
SBC - Town Council Budget			25,000	-
SBC - Income (Other)			1,155	-
SBC - Friends Donations			-	-
SBC - Friends Receptions			-	-
SBC - Parade - Flags & Admin Fee			-	(83)
SBC - Advertising Income			-	-
SBC - Bank Interest			-	-
Total Income			26,155	(83)
EXPENDITURE				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			-	-
SBC - Standard Replacements			-	-
SBC - Flag Poles			2,120	-
SBC - Insurance			-	-
SBC - Health & Safety			-	500
SBC - Event Security			-	-
SBC - Traffic Management			-	-
SBC - Parade & Ceremony			1,200	(877)
SBC - Management Charges			613	-
SBC - Operational Expenses			-	-
SBC - Miscellaneous Expenses			-	-
SBC - Birthday Cake			-	-
SBC - Playmakers			-	-
SBC - Marketing			1,110	-
SBC - Bank Charges			-	-
SBC - Friends of Shakespeare (including Launch)			-	-
SBC - Friends Reception			-	-
Total Expenditure			5,043	(377)
NET Surplus (Deficit) for Year			21,112	294

SBC - including Opening Balance			83,630	
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