

**BALANCE SHEET****Current Assets**

Debtors	£	44,618
Long Term Investments	£	709,569
Short Term Investments	£	101,242
Cash at Bank and in hand	£	281,391
	£	<u>1,136,820</u>

**Less Current Liabilities**

Creditors	£	(16,975)
Restricted Funds (excluding CIL)	£	(15,912)
Community Infrastructure Levy (CIL)	£	(2,190)
	£	<u>(35,077)</u>

**Net Current Assets**

**£ 1,101,743**

**Financed by:**

Year To Date Surplus/(Deficit)	£	270,253
General Reserve	£	520,714
Designated Reserves (excluding SBC)	£	236,369
Shakespeare Birthday Celebrations (SBC) balance	£	74,406
	£	<u>1,101,743</u>

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

**INVESTMENTS & BANK**

**At 30/09/2019**

CCLA Local Authorities' Property Fund	£	250,000
Cambridge & Counties 3 Year Business Bonds	£	359,564
Cambridge & Counties 2 Year Business Bond	£	100,005
<b>Total Long Term Investments</b>	£	<u><b>709,569</b></u>

CCLA Public Sector Deposit Fund	£	23,963
Cambridge & Counties Bank Savings Account	£	77,279
<b>Total Short Term Investments</b>	£	<u><b>101,242</b></u>

Barclays Business Current Account	£	280,724
Barclays Debit Card Account	£	445
Petty Cash	£	221
<b>Total Cash at Bank and in hand</b>	£	<u><b>281,391</b></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
<b>Total Designated Reserves</b>	£	<u><b>304,437</b></u>

**General Reserve £ 520,714**

**Community Infrastructure Levy (CIL) £ 2,190**

At 30/09/2019

**Total Reserves (including CIL) £ 827,342**

**SUMMARISED INCOME & EXPENDITURE ACCOUNT**
**At 30/09/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 30/09/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Precept	505,452	252,726	252,726	248,236	(252,726)	(0)
Council Tax Reduction Grant	3,660	1,830	1,830	4,715	(1,830)	-
Market & Christmas Festival [Net]	39,917	19,959	64,045	57,864	24,128	44,086
Rents [Net]	7,775	3,888	7,566	7,566	(209)	3,678
Interest on Investments	21,952	10,976	2,919	3,175	(19,033)	(8,057)
Interest on Bank Accounts	360	180	192	193	(168)	12
Income from Sale of Assets	-	-	-	-	-	-
River Mooring [Net]	625	313	721	800	96	408
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	7,165	3,583	(3,854)	219	(11,019)	(7,437)
Funding from Reserves	148,551	74,276	5,877	9,097	(142,674)	(68,399)
	<b>735,457</b>	<b>367,730</b>	<b>332,021</b>	<b>331,865</b>	<b>(403,437)</b>	<b>(35,709)</b>
<b>EXPENDITURE</b>						
Operational & Administrative Expenses	395,736	197,868	169,212	157,944	226,524	28,656
Civic Expenditure	89,022	44,511	29,009	30,728	60,013	15,502
Cemetery [Net]	133,443	66,721	51,789	59,599	81,654	14,932
Holy Trinity Churchyard & Garden of Remembrance	2,500	1,250	8,037	418	(5,537)	(6,787)
Tranquility Garden [Net]	(3,167)	(1,584)	(5,090)	(4,703)	1,923	3,506
Allotments [Net]	(161)	(81)	-	466	(161)	(81)
Hatton Rock	19,293	9,647	(190)	(364)	19,483	9,837
Initiatives, Projects and Grants	103,934	51,967	32,798	38,560	71,136	19,169
	<b>740,600</b>	<b>370,299</b>	<b>285,565</b>	<b>282,647</b>	<b>455,035</b>	<b>84,734</b>
<b>NET Surplus / (Deficit)</b>	<b>(5,143)</b>	<b>(2,569)</b>	<b>46,456</b>	<b>49,217</b>	<b>51,599</b>	<b>49,025</b>

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 30/09/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals</b>	<b>YTD Previous</b>	<b>YTD Actuals To</b>	
	<b>2019-20</b>	<b>At 30/09/2019</b>	<b>2019-20</b>	<b>2018-19</b>	<b>Annual Budget</b>	<b>YTD Budget</b>
<b>INCOME</b>						
Market	140,295	70,148	106,133	102,849	(34,162)	35,986
Christmas Festival	-	-	-	-	-	-
	<b>140,295</b>	<b>70,148</b>	<b>106,133</b>	<b>102,849</b>	<b>(34,162)</b>	<b>35,986</b>
<b>EXPENDITURE</b>						
Market - District Council Share	84,177	42,089	42,089	40,665	42,089	-
Market - Tripartite Expenses	2,806	1,403	-	4,299	2,806	1,403
Christmas Festival	13,395	6,698	-	20	13,395	6,698
	<b>100,378</b>	<b>50,189</b>	<b>42,089</b>	<b>44,984</b>	<b>58,290</b>	<b>8,101</b>
<b>NET INCOME</b>	<b>39,917</b>	<b>19,959</b>	<b>64,045</b>	<b>57,864</b>	<b>24,128</b>	<b>44,086</b>

**TOWN HALL COMMERCIAL MANAGEMENT****At 30/09/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals</b>	<b>YTD Previous</b>	<b>YTD Actuals To</b>	
	<b>2019-20</b>	<b>At 30/09/2019</b>	<b>2019-20</b>	<b>2018-19</b>	<b>Annual Budget</b>	<b>YTD Budget</b>
<b>INCOME</b>						
Lettings (excluding Deferred Income)	41,633	20,817	13,696	19,080	(27,937)	(7,120)
Sundry Income	55	28	96	28	41	68
	<b>41,688</b>	<b>20,844</b>	<b>13,792</b>	<b>19,108</b>	<b>(27,896)</b>	<b>(7,052)</b>
<b>EXPENDITURE</b>						
Personnel	25,688	12,844	12,957	13,169	12,731	(113)
Security Personnel	793	397	289	475	505	108
Cleaning & Laundry	3,600	1,800	1,827	1,797	1,773	(27)
PRS and Licences	1,019	510	2,500	2,586	(1,480)	(1,990)
Operating Equipment	800	400	-	761	800	400
Travel & Subsistence	350	175	73	101	277	102
Marketing, Publicity & Special Projects	1,500	750	-	-	1,500	750
Other Costs	500	250	-	-	500	250
Contingency for Inflation	272	136	-	-	-	-
	<b>34,523</b>	<b>17,261</b>	<b>17,646</b>	<b>18,889</b>	<b>16,877</b>	<b>(385)</b>
<b>NET INCOME</b>	<b>7,165</b>	<b>3,583</b>	<b>(3,854)</b>	<b>219</b>	<b>(11,019)</b>	<b>(7,437)</b>

**OPERATIONAL & ADMINISTRATION**
**At 30/09/2019**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 30/09/2019	2019-20	2018-19	Annual Budget	YTD Budget
Rother Street Clock Tower	220	110	143	53	77	(33)
STC Meeting Expenses & Subsistence	1,000	500	217	373	783	283
Travel and Subsistence	250	125	88	82	162	37
Borough Records	350	175	-	-	350	175
Salaries Wages and Related Costs	195,976	97,988	99,295	93,590	96,682	(1,306)
Recruitment	1,500	750	412	172	1,088	338
Advertising & Publicity	1,000	500	-	-	1,000	500
Office Equipment & Furniture & Stationery	5,400	2,700	1,954	1,152	3,446	746
Equipment Rental	2,274	1,137	745	915	1,529	392
Combined Insurance Policy	18,000	9,000	5,874	7,698	12,126	3,126
Telephones	2,200	1,100	1,065	1,036	1,135	35
Postage & Carriage	1,500	750	782	490	718	(32)
Avon Planning Services	4,080	2,040	2,380	2,040	1,700	(340)
Neighbourhood Plan Monitoring & Review	2,000	1,000	360	-	1,640	640
Subscriptions	1,658	829	1,052	1,224	606	(223)
Professional Fees	13,250	6,625	12,502	8,527	748	(5,877)
Audit Fees	5,585	2,793	-	5,600	5,585	2,793
Payroll Services	3,400	1,700	2,050	450	1,350	(350)
Health & Safety	1,500	750	-	-	1,500	750
Councillor & Staff Training	3,565	1,783	343	1,636	3,223	1,440
IT	7,081	3,541	5,074	3,929	2,008	(1,533)
Website Maintenance	1,000	500	75	-	925	425
Bank Charges & Interest	1,000	500	407	21	593	93
Newspapers	40	20	19	21	21	1
Rates & Water Rates	27,609	13,804	12,776	15,653	14,833	1,028
Heating & Lighting	7,788	3,894	2,322	2,099	5,466	1,572
General Repairs, Maintenance & Sundry	52,500	26,250	7,834	10,657	44,666	18,416
Alarm & CCTV Call Out	2,177	1,089	-	139	2,177	1,089
Lift Maintenance Contract	1,000	500	405	386	595	95
Election Exp (Inc Polls/Pro Challenges)	20,000	10,000	11,038	-	8,962	(1,038)
Contingency for Inflation	10,832	5,416	-	-	10,832	5,416
	<b>395,736</b>	<b>197,868</b>	<b>169,212</b>	<b>157,944</b>	<b>226,524</b>	<b>28,656</b>

**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 30/09/2019**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2019-20	At 30/09/2019	2019-20	2018-19	Annual Budget	YTD Budget
Mayor's Allowance	6,500	3,250	2,029	1,953	4,471	1,221
Mayor's Traveling	5,000	2,500	2,354	2,443	2,646	146
Civic Insignia	1,500	750	169	90	1,332	582
Receptions (Formal & Informal)	6,000	3,000	3,722	2,861	2,278	(722)
Honoraria inc photographic	3,272	1,636	1,456	1,456	1,816	180
Printing & Stationery	500	250	492	4	8	(242)
Floral Decorations	650	325	215	195	435	110
Civic Robes	1,500	750	857	90	643	(107)
Civic Gifts	100	50	61	109	39	(11)
SBC - Town Council funding contribution	25,000	12,500	12,500	12,500	12,500	-
Christmas Activities	2,000	1,000	1,060	4,022	940	(60)
Festivals & Events - HODS	2,000	1,000	-	885	2,000	1,000
Contingency (Events tbc)	5,000	2,500	-	-	5,000	2,500
National Mourning Protocol	-	-	-	25	-	-
Event Security	30,000	15,000	4,095	4,095	25,905	10,905
	<b>89,022</b>	<b>44,511</b>	<b>29,009</b>	<b>30,728</b>	<b>60,013</b>	<b>15,502</b>

**CEMETERY****At 30/09/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget 2019-20</b>	<b>YTD Budget At 30/09/2019</b>	<b>YTD Actuals 2019-20</b>	<b>YTD Previous 2018-19</b>	<b>YTD Actuals To</b>	
					<b>Annual Budget</b>	<b>YTD Budget</b>
<b>INCOME</b>						
Purchase & Interment Fees	37,332	18,666	33,495	15,792	(3,837)	14,829
Memorial Fees	7,832	3,916	4,120	3,770	(3,712)	204
Sundry Income (Seating/Trees/Transfers)	400	200	85	280	(315)	(115)
	<b>45,563</b>	<b>22,782</b>	<b>37,700</b>	<b>19,842</b>	<b>(7,863)</b>	<b>14,918</b>
<b>EXPENDITURE</b>						
Management Charge	136,457	68,228	64,121	63,939	72,335	4,107
Rates	3,924	1,962	2,131	2,323	1,792	(170)
General Ground Maintenance	17,500	8,750	15,769	1,955	1,731	(7,019)
Repairs & Maintenance	50	25	-	596	50	25
Telephone	650	325	288	254	362	37
Heating & Lighting	562	281	(187)	687	749	468
Vehicle Expenses	3,719	1,860	1,850	2,031	1,870	10
Equipment	7,000	3,500	3,570	5,689	3,431	(70)
Health & Safety	250	125	9	-	241	116
Grave Excavation	3,585	1,792	1,330	1,330	2,255	462
Travel & Subsistence	855	427	306	331	549	122
Sundry Seating & Trees	600	300	304	308	296	(4)
Contingency for Inflation	1,354	677	-	-	1,354	677
Vehicle Replacement Contingency	2,500	1,250	-	-	2,500	1,250
	<b>179,006</b>	<b>89,503</b>	<b>89,489</b>	<b>79,441</b>	<b>89,517</b>	<b>14</b>
<b>NET EXPENDITURE</b>	<b>133,443</b>	<b>66,721</b>	<b>51,789</b>	<b>59,599</b>	<b>81,654</b>	<b>14,932</b>

**HOLY TRINITY CHURCHYARD & GARDEN OF REMEMBRANCE****At 30/09/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget 2019-20</b>	<b>YTD Budget At 30/09/2019</b>	<b>YTD Actuals 2019-20</b>	<b>YTD Previous 2018-19</b>	<b>YTD Actuals To</b>	
					<b>Annual Budget</b>	<b>YTD Budget</b>
<b>EXPENDITURE</b>						
Special Repairs and Maintenance	2,500	1,250	8,037	418	(5,537)	(6,787)
	<b>2,500</b>	<b>1,250</b>	<b>8,037</b>	<b>418</b>	<b>(5,537)</b>	<b>(6,787)</b>

**TRANQUILITY GARDEN**
**At 30/09/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 30/09/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Purchase & Interment Fees	5,860	2,930	3,350	4,395	(2,510)	420
Memorial Fees	2,307	1,154	1,809	1,260	(498)	656
	<b>8,167</b>	<b>4,084</b>	<b>5,159</b>	<b>5,655</b>	<b>(3,008)</b>	<b>1,075</b>
<b>EXPENDITURE</b>						
Maintenance & Development Costs	5,000	2,500	69	952	4,931	2,431
	<b>5,000</b>	<b>2,500</b>	<b>69</b>	<b>952</b>	<b>4,931</b>	<b>2,431</b>
<b>NET EXPENDITURE</b>	<b>(3,167)</b>	<b>(1,584)</b>	<b>(5,090)</b>	<b>(4,703)</b>	<b>1,923</b>	<b>3,506</b>

Budget 2019/20 Income expected to exceed Expenditure

**ALLOTMENTS - PARK ROAD**
**At 30/09/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 30/09/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Tenancy Rental	171	86	-	33	(171)	(86)
	<b>171</b>	<b>86</b>	<b>-</b>	<b>33</b>	<b>(171)</b>	<b>(86)</b>
<b>EXPENDITURE</b>						
Lease	10	5	-	-	10	5
Set up & Maintenance Costs	-	-	-	499	-	-
	<b>10</b>	<b>5</b>	<b>-</b>	<b>499</b>	<b>10</b>	<b>5</b>
<b>NET EXPENDITURE</b>	<b>(161)</b>	<b>(81)</b>	<b>-</b>	<b>466</b>	<b>(161)</b>	<b>(81)</b>

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

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 30/09/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
Rent	13,490	6,745	(1,120)	4	14,610	7,865
Rates	4,521	2,261	975	319	3,546	1,286
Insurance	140	70	142	(70)	(2)	(72)
Heating & Lighting	42	21	1	130	41	20
Service Costs	750	375	(188)	(757)	938	563
Sundry Expenses	350	175	-	10	350	175
	<b>19,293</b>	<b>9,647</b>	<b>(190)</b>	<b>(364)</b>	<b>19,483</b>	<b>9,837</b>

**INITIATIVES, PROJECTS AND GRANTS**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 30/09/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	60,000	30,000	-	-	60,000	30,000
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	28,087	14,044	27,788	25,037	299	(13,745)
Stratforward - BID Levy	725	363	709	700	16	(347)
Localism Project (NDP) - to Nov 2018	-	-	-	9,097	-	-
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	5,500	3,041	3,390	7,959	2,459
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	4,122	2,061	1,259	336	2,863	802
	<b>103,934</b>	<b>51,967</b>	<b>32,798</b>	<b>38,560</b>	<b>71,136</b>	<b>19,169</b>

**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 30/09/2019

			2019-20	2018-19
SBC - S106 Agreement (Balance)			7,933	
SBC - Opening Balance (B/fwd from 2017-18)			68,068	
<b>INCOME</b>				
SBC - Income (Other)			25,000	25,000
SBC - Town Council Budget			25,000	25,000
SBC - Friends Donations			25	80
SBC - Friends Receptions			-	-
SBC - Parade - Flags & Admin Fee			2,542	867
SBC - Advertising Income			-	-
SBC - Bank Interest			-	-
<b>Total Income</b>			<b>52,567</b>	<b>50,947</b>
<b>EXPENDITURE</b>				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			-	150
SBC - Standard Replacements			-	-
SBC - Flag Poles			4,520	4,520
SBC - Insurance			376	376
SBC - Health & Safety			1,990	1,745
SBC - Event Security			1,650	-
SBC - Traffic Management			10,706	3,364
SBC - Parade & Ceremony			8,193	9,051
SBC - Management Charges			5,633	6,519
SBC - Operational Expenses			-	7,500
SBC - Miscellaneous Expenses			11,471	12,530
SBC - Birthday Cake			-	1,400
SBC - Playmakers			-	-
SBC - Marketing			1,690	2,000
SBC - Bank Charges			-	-
SBC - Friends of Shakespeare (including Launch)			-	-
SBC - Friends Reception			-	393
<b>Total Expenditure</b>			<b>46,229</b>	<b>49,547</b>
<b>NET Surplus (Deficit) for Year</b>			<b>6,338</b>	<b>1,399</b>
<b>SBC - including Opening Balance</b>			<b>74,406</b>	