

@ 30/09/2021

Month 06

**BALANCE SHEET**

@ 30/09/2021

**Fixed Assets**

Long Term Investments £ 537,069

**Current Assets**

Debtors £ 31,698

Short Term Investments £ 93,215

Cash at Bank and in hand £ 238,347

£ 363,259**Less Current Liabilities**

Creditors £ (19,073)

Restricted Funds £ (25,130)

£ (44,203)**Net Assets (excluding Fixed Asset Reserve)**£ 856,124**Financed by:**

Year To Date Trial Balance Surplus/(Deficit) £ 207,085

General Reserve £ 261,024

Designated Reserves £ 388,016

£ 856,124**(excluding Fixed Assets @ 31/03/2021)****£ 15,039,541****INVESTMENTS & BANK**

@ 30/09/2021

CCLA Local Authorities' Property Fund £ 250,000

Cambridge &amp; Counties 3 Year Business Bond £ 104,455

Cambridge &amp; Counties 2 Year Business Bonds £ 182,614

**Total Long Term Investments** £ 537,069

CCLA Public Sector Deposit Fund £ 34,451

Cambridge &amp; Counties Bank Savings Account £ 58,763

**Total Short Term Investments** £ 93,215

Barclays Business Current Account £ 237,810

Barclays Debit Card Account £ 311

Petty Cash £ 227

**Total Cash at Bank and in hand** £ 238,347**Total Investments & Bank** £ 868,630**TRIAL BALANCE**

@ 30/09/2021

|  | This Month | Year To Date            |
|--|------------|-------------------------|
| (excluding Deferred Income balance)              | £ (1,781)  | £ (9,392)               |
| Precept Income                                   | £ (19,373) | £ (527,576)             |
| Income   |            | £ (97,086)              |
| Expenditure                                      | £ 86,327   | £ 417,578               |
| <b>Trial Balance Surplus/(Deficit)</b>           |            | <u><u>£ 207,085</u></u> |
| Designated Reserves (excluding CIL, TCSP & SBC)  |            | £ 282,612               |
| Community Infrastructure Levy (CIL) balance      |            | £ 8,225                 |
| Town Centre Strategic Partnership (TCSP) balance |            | £ 13,548                |
| Shakespeare Birthday Celebrations (SBC) balance  |            | £ 83,630                |
|  |            | <u><u>£ 388,016</u></u> |

**RESERVES**

@ 31/03/2021

Building Maintenance Reserve £ 127,000

Cemetery Land &amp; 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

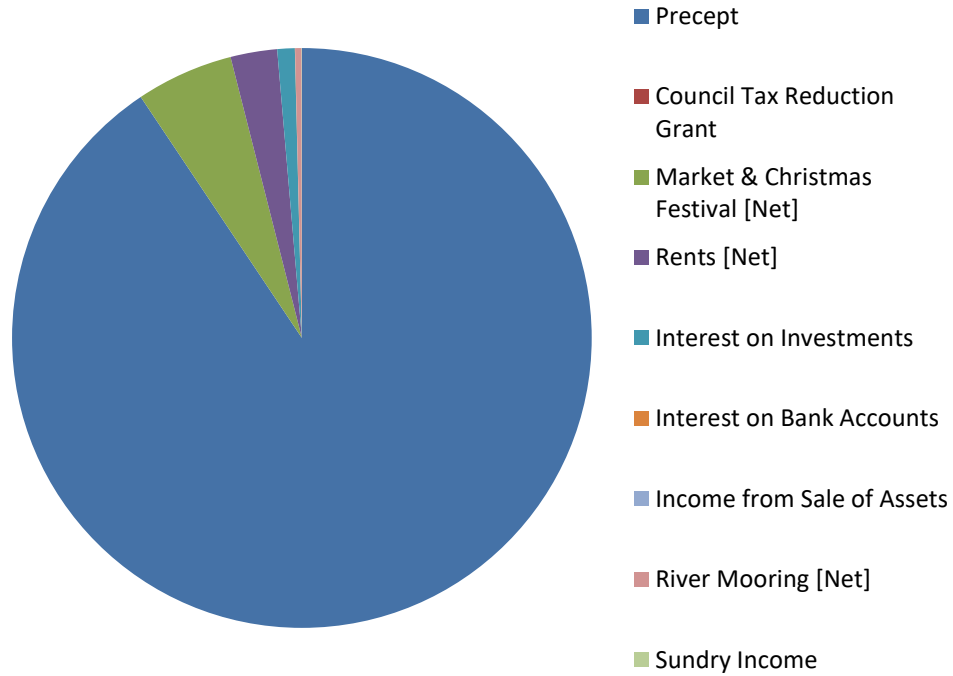
## INCOME & EXPENDITURE YEAR TO DATE - BUDGET & ACTUALS

|  | YTD Budget<br>@ 30/09/2021 | % of Total | YTD Actuals<br>@ 30/09/2021 | % of Total | VARIANCE<br>Surplus/(Deficit) |
|--|----------------------------|------------|-----------------------------|------------|-------------------------------|
| <b>INCOME</b>                                    |                            |            |                             |            |                               |
| Precept  | 263,788                    | 71%        | 263,788                     | 73%        | -                             |
| Council Tax Reduction Grant                      | -                          |            | -                           |            | -                             |
| Market & Christmas Festival (incl. SDC share)    | 57,593                     | 16%        | 32,145                      | 9%         | (25,448)                      |
| Rents  | 4,875                      |            | 9,750                       |            | 4,875                         |
| Interest on Investments                          | 6,125                      |            | 2,838                       |            | (3,287)                       |
| Interest on Bank Accounts                        | 74                         |            | 36                          |            | (38)                          |
| Income from Sale of Assets                       | -                          |            | -                           |            | -                             |
| River Mooring                                    | 518                        |            | 1,040                       |            | 523                           |
| Sundry Income                                    | -                          |            | 50                          |            |                               |
| Town Hall Commercial Management                  | 13,189                     | 4%         | 14,955                      | 4%         | 1,766                         |
| Cemetery   | 21,867                     | 6%         | 34,085                      | 9%         | 12,218                        |
| Tranquility Garden                               | 3,015                      |            | 3,443                       |            | 428                           |
| Allotments                                       | 83                         |            | -                           |            | (83)                          |
| <b>GROSS INCOME</b>                              | <b>107,339</b>             |            | <b>98,340</b>               |            | <b>(8,999)</b>                |
|  |                            |            |                             |            |                               |
| <b>TOTAL INCOME (including Precept)</b>          | <b>371,127</b>             |            | <b>362,128</b>              |            | <b>(8,999)</b>                |
|  |                            |            |                             |            |                               |
| <b>EXPENDITURE</b>                               |                            |            |                             |            |                               |
| Market & Christmas Festival (incl. SDC share)    | 45,352                     | 8%         | 16,363                      | 4%         | 28,989                        |
| Rents  | 1,092                      |            | 2,184                       |            | (1,092)                       |
| River Mooring                                    | -                          |            | -                           |            | -                             |
| Town Hall Commercial Management                  | 16,360                     | 3%         | 13,726                      | 4%         | 2,635                         |
| Operational & Administrative Expenses            | 270,008                    | 49%        | 205,500                     | 55%        | 64,509                        |
| Civic Expenditure                                | 32,709                     | 6%         | 18,988                      | 5%         | 13,721                        |
| Cemetery   | 93,572                     | 17%        | 83,830                      | 22%        | 9,742                         |
| Holy Trinity Churchyard & Garden of Remembrance  | 12,250                     |            | 1,438                       |            | 10,812                        |
| Tranquility Garden                               | 2,500                      |            | 531                         |            | 1,969                         |
| Allotments                                       | 5                          |            | -                           |            | 5                             |
| Hatton Rock                                      | 9,797                      |            | 11,812                      |            | (2,015)                       |
| Initatives, Projects and Grants                  | 69,149                     | 13%        | 18,686                      | 5%         | 50,463                        |
| Contingency for Inflation (included in above)    | 3,942                      |            |                             |            |                               |
| <b>GROSS EXPENDITURE (including Contingency)</b> | <b>552,794</b>             |            | <b>373,058</b>              |            | <b>179,737</b>                |
|  |                            |            |                             |            |                               |
| <b>NET Surplus / (Deficit)</b>                   | <b>(181,668)</b>           |            | <b>(10,930)</b>             |            | <b>170,738</b>                |

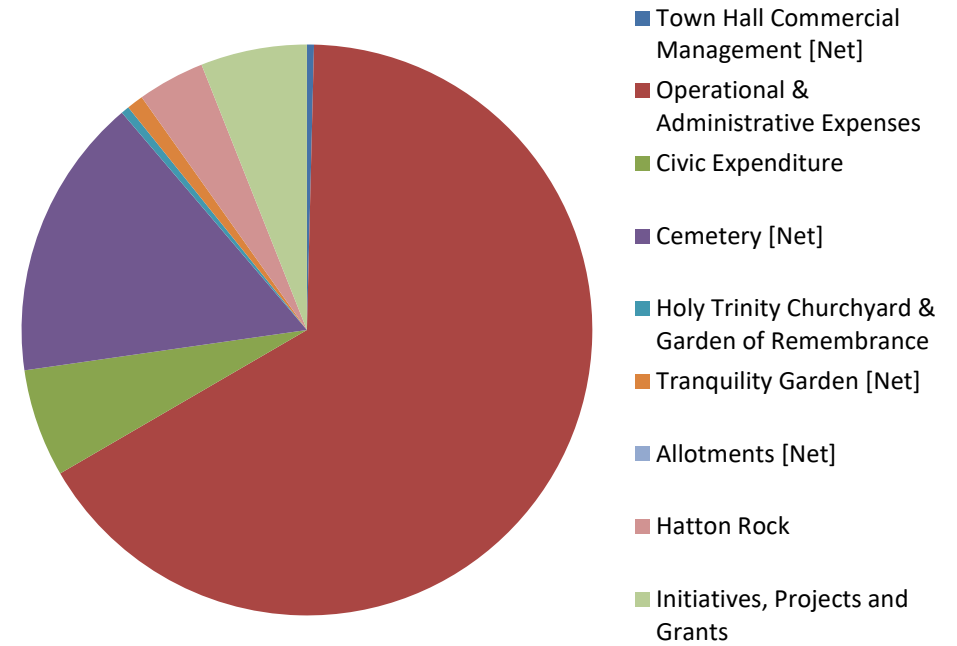
**INCOME & EXPENDITURE YEAR TO DATE - ACTUALS & PREVIOUS**

|  | YTD Actuals<br>2021-22<br>@ 30/09/2021 | % of Total  | YTD Previous<br>2020-21<br>@ 30/09/2020 | % of Total  | VARIANCE<br>Increase /<br>(Decrease) |
|--|--|-------------|---|-------------|--------------------------------------|
| <b>INCOME</b>                                    |  |             |   |             |                                      |
| Precept  | 263,788                                | 73%         | 257,176                                 | 84%         | 6,613                                |
| Council Tax Reduction Grant                      | -                                      | -           | -                                       | -           | -                                    |
| Market & Christmas Festival (incl. SDC share)    | 32,145                                 | 9%          | 13,060                                  | 4%          | 19,085                               |
| Rents  | 9,750                                  | 3%          | 9,750                                   | 3%          | -                                    |
| Interest on Investments                          | 2,838                                  | 1%          | 3,285                                   | 1%          | (447)                                |
| Interest on Bank Accounts                        | 36                                     | 0%          | 86                                      | 0%          | (51)                                 |
| Income from Sale of Assets                       | -                                      | -           | -                                       | -           | -                                    |
| River Mooring                                    | 1,040                                  | 0%          | 513                                     | 0%          | 528                                  |
| Sundry Income                                    | 50                                     | 0%          | -                                       | -           | -                                    |
| Town Hall Commercial Management                  | 14,955                                 | 4%          | (775)                                   | -0%         | 15,729                               |
| Cemetery   | 34,085                                 | 9%          | 19,572                                  | 6%          | 14,513                               |
| Tranquility Garden                               | 3,443                                  | 1%          | 2,736                                   | 1%          | 706                                  |
| Allotments                                       | -                                      | -           | -                                       | -           | -                                    |
| <b>GROSS INCOME</b>                              | <b>98,340</b>                          | <b>27%</b>  | <b>48,227</b>                           | <b>16%</b>  | <b>50,113</b>                        |
| <b>TOTAL INCOME (including Precept)</b>          | <b>362,128</b>                         | <b>100%</b> | <b>305,403</b>                          | <b>100%</b> | <b>56,725</b>                        |
| <b>EXPENDITURE</b>                               |  |             |   |             |                                      |
| Market & Christmas Festival (incl. SDC share)    | 16,363                                 | 4%          | 5,682                                   | 2%          | 10,681                               |
| Rents  | 2,184                                  | 1%          | 2,184                                   | 1%          | -                                    |
| River Mooring                                    | -                                      | -           | -                                       | -           | -                                    |
| Town Hall Commercial Management                  | 13,726                                 | 4%          | 14,496                                  | 5%          | (771)                                |
| Operational & Administrative Expenses            | 205,500                                | 55%         | 147,428                                 | 47%         | 58,071                               |
| Civic Expenditure                                | 18,988                                 | 5%          | 6,276                                   | 2%          | 12,712                               |
| Cemetery   | 83,830                                 | 22%         | 105,194                                 | 34%         | (21,364)                             |
| Holy Trinity Churchyard & Garden of Remembrance  | 1,438                                  | 0%          | -                                       | -           | 1,438                                |
| Tranquility Garden                               | 531                                    | 0%          | -                                       | -           | 531                                  |
| Allotments                                       | -                                      | -           | -                                       | -           | -                                    |
| Hatton Rock                                      | 11,812                                 | 3%          | 9,952                                   | 3%          | 1,861                                |
| Initatives, Projects and Grants                  | 18,686                                 | 5%          | 19,681                                  | 6%          | (995)                                |
| Contingency for Inflation (included in above)    |  |             |   |             |                                      |
| <b>GROSS EXPENDITURE (including Contingency)</b> | <b>373,058</b>                         | <b>100%</b> | <b>310,893</b>                          | <b>100%</b> | <b>62,165</b>                        |
| <b>NET Surplus / (Deficit)</b>                   | <b>(10,930)</b>                        |             | <b>(5,490)</b>                          |             | <b>(5,440)</b>                       |

**INCOME YTD Actuals**



**EXPENDITURE YTD Actuals**



**SUMMARISED INCOME & EXPENDITURE ACCOUNT**
**@ 30/09/2021**

|   | BUDGET                   |                            | ACTUALS                |                         | VARIANCE - Surplus / (Deficit)  |                |
|---|--------------------------|----------------------------|------------------------|-------------------------|---------------------------------|----------------|
|   | Annual Budget<br>2021-22 | YTD Budget<br>@ 30/09/2021 | YTD Actuals<br>2021-22 | YTD Previous<br>2020-21 | YTD Actuals To<br>Annual Budget | YTD Budget     |
| <b>INCOME</b>                                   |                          |                            |                        |                         |                                 |                |
| Precept   | 527,576                  | 263,788                    | 263,788                | 257,176                 | (263,788)                       | -              |
| Council Tax Reduction Grant                     | -                        | -                          | -                      | -                       | -                               | -              |
| Market & Christmas Festival [Net]               | 24,482                   | 12,241                     | 15,782                 | 7,378                   | (8,700)                         | 3,541          |
| Rents [Net]                                     | 7,566                    | 3,783                      | 7,566                  | 7,566                   | (0)                             | 3,783          |
| Interest on Investments                         | 12,250                   | 6,125                      | 2,838                  | 3,285                   | (9,412)                         | (3,287)        |
| Interest on Bank Accounts                       | 148                      | 74                         | 36                     | 86                      | (112)                           | (38)           |
| Income from Sale of Assets                      | -                        | -                          | -                      | -                       | -                               | -              |
| River Mooring [Net]                             | 1,035                    | 518                        | 1,040                  | 513                     | 5                               | 523            |
| Sundry Income                                   | -                        | -                          | 50                     | -                       | 50                              | 50             |
|   | <b>573,057</b>           | <b>286,529</b>             | <b>291,099</b>         | <b>276,003</b>          | <b>(281,958)</b>                | <b>4,570</b>   |
| <b>EXPENDITURE</b>                              |                          |                            |                        |                         |                                 |                |
| Town Hall Commercial Management [Net]           | 6,341                    | 3,171                      | (1,229)                | 15,271                  | 7,570                           | 4,400          |
| Operational & Administrative Expenses           | 540,016                  | 270,008                    | 205,500                | 147,428                 | 334,516                         | 64,509         |
| Civic Expenditure                               | 65,418                   | 32,709                     | 18,988                 | 6,276                   | 46,430                          | 13,721         |
| Cemetery [Net]                                  | 143,409                  | 71,705                     | 49,745                 | 85,622                  | 93,664                          | 21,960         |
| Holy Trinity Churchyard & Garden of Remembrance | 24,500                   | 12,250                     | 1,438                  | -                       | 23,062                          | 10,812         |
| Tranquility Garden [Net]                        | (1,030)                  | (515)                      | (2,912)                | (2,736)                 | 1,882                           | 2,397          |
| Allotments [Net]                                | (155)                    | (78)                       | -                      | -                       | (155)                           | (78)           |
| Hatton Rock                                     | 19,593                   | 9,797                      | 11,812                 | 9,952                   | 7,781                           | (2,015)        |
| Initiatives, Projects and Grants                | 138,297                  | 69,149                     | 18,686                 | 19,681                  | 119,611                         | 50,463         |
|   | <b>936,389</b>           | <b>468,196</b>             | <b>302,029</b>         | <b>281,493</b>          | <b>634,360</b>                  | <b>166,167</b> |
| <b>NET Surplus / (Deficit)</b>                  | <b>(363,332)</b>         | <b>(181,667)</b>           | <b>(10,930)</b>        | <b>(5,490)</b>          | <b>352,402</b>                  | <b>170,737</b> |
| Funding from Reserves                           | 274,625                  | n/a                        | tbc @ Year End         | tbc @ Year End          | tbc @ Year End                  | n/a            |
| Budget Virements (approved post Budget)         | 88,707                   |                            |                        |                         |                                 |                |

**Budget Virements**

Equipment for Live Streaming of Meetings to be covered by budget virement up to £15,000 from Reserves TC Minute 159 30.3.21

Town Hall Planned Maintenance deficit plus Professional Fees to be covered by budget virements of £58,000 and £25,500 from the General Reserve F&amp;A Committee Minute 13 8.6.21

Rother Street Clock repairs to be covered by budget virement of £4,200 from Designated Reserve CS Committee Minute 15 6.7.21

**MARKET & CHRISTMAS FESTIVAL****@ 30/09/2021**

|                                 | BUDGET         |               | ACTUALS       |               | VARIANCE - Surplus / (Deficit) |                 |
|---------------------------------|----------------|---------------|---------------|---------------|--------------------------------|-----------------|
|                                 | Annual Budget  | YTD Budget    | YTD Actuals   | YTD Previous  | YTD Actuals To                 |                 |
|                                 | 2021-22        | @ 30/09/2021  | 2021-22       | 2020-21       | Annual Budget                  | YTD Budget      |
| <b>INCOME</b>                   |                |               |               |               |                                |                 |
| Market                          | 115,185        | 57,593        | 32,145        | 13,060        | (83,040)                       | (25,448)        |
| Christmas Festival              | -              | -             | -             | -             | -                              | -               |
|                                 | <b>115,185</b> | <b>57,593</b> | <b>32,145</b> | <b>13,060</b> | <b>(83,040)</b>                | <b>(25,448)</b> |
| <b>EXPENDITURE</b>              |                |               |               |               |                                |                 |
| Market - District Council Share | 69,111         | 34,556        | 16,263        | 5,682         | 52,848                         | 18,293          |
| Market - Tripartite Expenses    | 2,304          | 1,152         | 100           | -             | 2,204                          | 1,052           |
| Christmas Festival              | 19,288         | 9,644         | -             | -             | 19,288                         | 9,644           |
|                                 | <b>90,703</b>  | <b>45,352</b> | <b>16,363</b> | <b>5,682</b>  | <b>74,340</b>                  | <b>28,989</b>   |
|                                 |                |               |               |               |                                |                 |
| <b>NET INCOME</b>               | <b>24,482</b>  | <b>12,241</b> | <b>15,782</b> | <b>7,378</b>  | <b>(8,700)</b>                 | <b>3,541</b>    |

**TOWN HALL COMMERCIAL MANAGEMENT****@ 30/09/2021**

|  | BUDGET        |               | ACTUALS        |               | VARIANCE - Surplus / (Deficit) |              |
|--|---------------|---------------|----------------|---------------|--------------------------------|--------------|
|  | Annual Budget | YTD Budget    | YTD Actuals    | YTD Previous  | YTD Actuals To                 |              |
|  | 2021-22       | @ 30/09/2021  | 2021-22        | 2020-21       | Annual Budget                  | YTD Budget   |
| <b>INCOME</b>                                |               |               |                |               |                                |              |
| Lettings (excluding Deferred Income)         | 26,131        | 13,066        | 2,955          | (775)         | (23,177)                       | (10,111)     |
| Sundry Income                                | 247           | 124           | -              | -             | (247)                          | (124)        |
| Grants - COVID-19 Local Restrictions Support | -             | -             | 12,000         | -             | 12,000                         | 12,000       |
|  | <b>26,378</b> | <b>13,189</b> | <b>14,955</b>  | <b>(775)</b>  | <b>(11,424)</b>                | <b>1,766</b> |
| <b>EXPENDITURE</b>                           |               |               |                |               |                                |              |
| Salaries, Wages & Related Costs              | 23,000        | 11,500        | 10,124         | 11,832        | 12,876                         | 1,376        |
| Security Personnel                           | 793           | 397           | 190            | -             | 603                            | 207          |
| Cleaning & Laundry                           | 3,600         | 1,800         | 1,378          | 1,337         | 2,222                          | 422          |
| PRS and Licences                             | 2,287         | 1,144         | 2,033          | 1,267         | 254                            | (890)        |
| Operating Equipment                          | 914           | 457           | -              | 44            | 914                            | 457          |
| Travel & Subsistence                         | -             | -             | -              | 17            | -                              | -            |
| Marketing, Publicity & Special Projects      | 1,500         | 750           | -              | -             | 1,500                          | 750          |
| Other Costs                                  | 500           | 250           | -              | -             | 500                            | 250          |
| Contingency for Inflation                    | 125           | 63            | -              | -             | -                              | -            |
|  | <b>32,719</b> | <b>16,360</b> | <b>13,726</b>  | <b>14,496</b> | <b>18,994</b>                  | <b>2,635</b> |
|  |               |               |                |               |                                |              |
| <b>NET EXPENDITURE</b>                       | <b>6,341</b>  | <b>3,171</b>  | <b>(1,229)</b> | <b>15,271</b> | <b>7,570</b>                   | <b>4,400</b> |

**OPERATIONAL & ADMINISTRATIVE EXPENSES**
**@ 30/09/2021**

| EXPENDITURE                               | BUDGET         |                | ACTUALS        |                | VARIANCE - Surplus / (Deficit) |               |
|---|----------------|----------------|----------------|----------------|--------------------------------|---------------|
|   | Annual Budget  | YTD Budget     | YTD Actuals    | YTD Previous   | YTD Actuals To                 |               |
|   | 2021-22        | @ 30/09/2021   | 2021-22        | 2020-21        | Annual Budget                  | YTD Budget    |
| Rother Street Clock Tower                 | 4,420          | 2,210          | 4,237          | 197            | 183                            | (2,027)       |
| STC Meeting Expenses & Subsistence        | 1,000          | 500            | 331            | 124            | 669                            | 169           |
| Travel and Subsistence                    | 250            | 125            | 39             | 11             | 211                            | 86            |
| Borough Records                           | 350            | 175            | (350)          | -              | 700                            | 525           |
| Salaries, Wages & Related Costs           | 191,000        | 95,500         | 94,131         | 94,359         | 96,869                         | 1,369         |
| Recruitment                               | 1,500          | 750            | -              | 118            | 1,500                          | 750           |
| Advertising & Publicity                   | 1,000          | 500            | -              | -              | 1,000                          | 500           |
| Equipment for Live Streaming of Meetings  | 1,007          | 504            | 1,007          | -              | 0                              | (503)         |
| Office Equipment & Furniture & Stationery | 4,650          | 2,325          | 2,489          | 700            | 2,161                          | (164)         |
| Equipment Rental                          | 2,274          | 1,137          | 944            | 745            | 1,330                          | 193           |
| Combined Insurance Policy                 | 12,124         | 6,062          | 6,757          | 6,555          | 5,367                          | (695)         |
| Telephones                                | 2,200          | 1,100          | 1,281          | 1,053          | 919                            | (181)         |
| Postage & Carriage                        | 1,000          | 500            | (2)            | 400            | 1,002                          | 502           |
| Avon Planning Services                    | 4,080          | 2,040          | 2,440          | 2,040          | 1,640                          | (400)         |
| Neighbourhood Plan Monitoring & Review    | 2,000          | 1,000          | 360            | 360            | 1,640                          | 640           |
| Subscriptions                             | 2,260          | 1,130          | 1,671          | 1,064          | 589                            | (541)         |
| Professional Fees                         | 13,800         | 6,900          | 1,189          | 7,398          | 12,611                         | 5,711         |
| Audit Fees                                | 6,350          | 3,175          | 6,050          | 4,350          | 300                            | (2,875)       |
| Payroll Services                          | 5,400          | 2,700          | 1,015          | 500            | 4,385                          | 1,685         |
| Health & Safety                           | 1,500          | 750            | -              | -              | 1,500                          | 750           |
| Councillor & Staff Training               | 7,565          | 3,783          | 234            | 235            | 7,331                          | 3,548         |
| IT  | 8,700          | 4,350          | 4,555          | 4,450          | 4,145                          | (205)         |
| Website Maintenance                       | 1,000          | 500            | 298            | 1,148          | 702                            | 202           |
| Bank Charges & Interest                   | 500            | 250            | 263            | 248            | 237                            | (13)          |
| Newspapers                                | 60             | 30             | 30             | 19             | 30                             | 0             |
| Rates & Water Rates                       | 29,532         | 14,766         | 13,924         | 12,992         | 15,608                         | 842           |
| Heating & Lighting                        | 8,094          | 4,047          | 1,663          | 1,284          | 6,431                          | 2,384         |
| General Repairs, Maintenance & Sundry     | 10,637         | 5,319          | 4,511          | 1,843          | 6,126                          | 807           |
| Town Hall Planned Maintenance & Repairs   | 210,500        | 105,250        | 55,262         | 2,972          | 155,238                        | 49,988        |
| Alarm & CCTV Call Out                     | 1,000          | 500            | 760            | 365            | 240                            | (260)         |
| Lift Maintenance Contract                 | 1,000          | 500            | 409            | 1,899          | 591                            | 91            |
| Contingency for Inflation                 | 3,263          | 1,632          | -              | -              | 3,263                          | 1,632         |
| Election Exp (Inc Polls/Pro Challenges)   | -              | -              | -              | -              | -                              | -             |
|   | <b>540,016</b> | <b>270,008</b> | <b>205,500</b> | <b>147,428</b> | <b>334,516</b>                 | <b>64,509</b> |

Equipment for Live Streaming of Meetings to be covered by budget virement up to £15,000 from Reserves TC Minute 159 30.3.21

Town Hall Planned Maintenance deficit plus Professional Fees to be covered by budget virements of £58,000 and £25,500 from the General Reserve F&A Committee Minute 13 8.6.21

Rother Street Clock repairs to be covered by budget virement of £4,200 from Designated Reserve CS Committee Minute 15 6.7.21

| EXPENDITURE                                       | BUDGET                   |                            | ACTUALS                |                         | VARIANCE - Surplus / (Deficit)  |               |
|---|--------------------------|----------------------------|------------------------|-------------------------|---------------------------------|---------------|
|   | Annual Budget<br>2021-22 | YTD Budget<br>@ 30/09/2021 | YTD Actuals<br>2021-22 | YTD Previous<br>2020-21 | YTD Actuals To<br>Annual Budget | YTD Budget    |
| Mayor's Allowance                                 | 6,500                    | 3,250                      | 3,101                  | 151                     | 3,399                           | 149           |
| Mayor's Traveling                                 | 5,000                    | 2,500                      | 495                    | 307                     | 4,505                           | 2,005         |
| New Civic Car (to be added to Mayor's Travelling) | 3,864                    | 1,932                      |                        |                         |                                 |               |
| Civic Insignia                                    | 1,500                    | 750                        | -                      | 3,422                   | 1,500                           | 750           |
| Receptions (Formal & Informal)                    | 6,000                    | 3,000                      | 605                    | 730                     | 5,395                           | 2,395         |
| Honoraria inc photographic                        | 3,304                    | 1,652                      | 1,166                  | 1,457                   | 2,138                           | 486           |
| Printing & Stationery                             | 500                      | 250                        | -                      | 210                     | 500                             | 250           |
| Floral Decorations                                | 650                      | 325                        | 65                     | -                       | 585                             | 260           |
| Civic Robes                                       | 1,500                    | 750                        | 47                     | -                       | 1,453                           | 703           |
| Civic Gifts                                       | 100                      | 50                         | 49                     | -                       | 51                              | 1             |
| SBC - Town Council funding contribution           | 25,000                   | 12,500                     | 12,500                 | -                       | 12,500                          | -             |
| Christmas Activities                              | 2,000                    | 1,000                      | -                      | -                       | 2,000                           | 1,000         |
| Festivals & Events - HODS                         | 2,000                    | 1,000                      | 799                    | -                       | 1,201                           | 201           |
| VE Day 75   | -                        | -                          | -                      | -                       | -                               | -             |
| Contingency (Events tbc)                          | -                        | -                          | 162                    | -                       | (162)                           | (162)         |
| National Mourning Protocol                        | -                        | -                          | -                      | -                       | -                               | -             |
| Event Security                                    | 7,500                    | 3,750                      | -                      | -                       | 7,500                           | 3,750         |
|   | <b>65,418</b>            | <b>32,709</b>              | <b>18,988</b>          | <b>6,276</b>            | <b>46,430</b>                   | <b>13,721</b> |



**CEMETERY****@ 30/09/2021**

|   | BUDGET         |               | ACTUALS       |                | VARIANCE - Surplus / (Deficit) |               |
|---|----------------|---------------|---------------|----------------|--------------------------------|---------------|
|   | Annual Budget  | YTD Budget    | YTD Actuals   | YTD Previous   | YTD Actuals To                 |               |
|   | 2021-22        | @ 30/09/2021  | 2021-22       | 2020-21        | Annual Budget                  | YTD Budget    |
| <b>INCOME</b>                           |                |               |               |                |                                |               |
| Purchase & Interment Fees               | 37,594         | 18,797        | 26,391        | 16,762         | (11,203)                       | 7,594         |
| Memorial Fees                           | 5,740          | 2,870         | 5,540         | 2,510          | (200)                          | 2,670         |
| Sundry Income (Seating/Trees/Transfers) | 400            | 200           | 2,154         | 300            | 1,754                          | 1,954         |
|   | <b>43,734</b>  | <b>21,867</b> | <b>34,085</b> | <b>19,572</b>  | <b>(9,649)</b>                 | <b>12,218</b> |
| <b>EXPENDITURE</b>                      |                |               |               |                |                                |               |
| Salaries, Wages & Related Costs         | 141,500        | 70,750        | 69,551        | 69,967         | 71,949                         | 1,199         |
| Training                                | 3,000          | 1,500         |               |                | 3,000                          | 1,500         |
| Rates & Water Rates                     | 4,593          | 2,297         | 2,146         | 2,229          | 2,447                          | 151           |
| General Ground Maintenance              | 7,000          | 3,500         | 4,411         | 2,852          | 2,589                          | (911)         |
| Cemetery Driveway Kerbing               | 7,500          | 3,750         | -             | 19,306         | 7,500                          | 3,750         |
| Repairs & Maintenance                   | 1,100          | 550           | -             | -              | 1,100                          | 550           |
| Telephone                               | 450            | 225           | 226           | 223            | 224                            | (1)           |
| Heating & Lighting                      | 1,175          | 588           | 710           | 147            | 465                            | (123)         |
| Vehicle Expenses                        | 4,000          | 2,000         | 2,282         | 1,761          | 1,718                          | (282)         |
| Equipment                               | 7,000          | 3,500         | 2,758         | 7,097          | 4,242                          | 742           |
| CCTV                                    | 3,008          | 1,504         |               |                | 3,008                          | 1,504         |
| Health & Safety                         | 250            | 125           | -             | -              | 250                            | 125           |
| Grave Excavation                        | 4,750          | 2,375         | 1,140         | 1,140          | 3,610                          | 1,235         |
| Travel & Subsistence                    | 670            | 335           | 257           | 368            | 414                            | 79            |
| Sundry Seating & Trees                  | 600            | 300           | 349           | 105            | 251                            | (49)          |
| Contingency for Inflation               | 547            | 274           | -             | -              | 547                            | 274           |
| Vehicle Replacement Contingency         | -              | -             | -             | -              | -                              | -             |
|   | <b>187,143</b> | <b>93,572</b> | <b>83,830</b> | <b>105,194</b> | <b>103,313</b>                 | <b>9,741</b>  |
| <b>NET EXPENDITURE</b>                  | <b>143,409</b> | <b>71,705</b> | <b>49,745</b> | <b>85,622</b>  | <b>93,664</b>                  | <b>21,960</b> |

**HOLY TRINITY CHURCHYARD & GARDEN OF REMEMBRANCE****@ 30/09/2021**

|                                 | BUDGET        |               | ACTUALS      |              | VARIANCE - Surplus / (Deficit) |               |
|---------------------------------|---------------|---------------|--------------|--------------|--------------------------------|---------------|
|                                 | Annual Budget | YTD Budget    | YTD Actuals  | YTD Previous | YTD Actuals To                 |               |
|                                 | 2021-22       | @ 30/09/2021  | 2021-22      | 2020-21      | Annual Budget                  | YTD Budget    |
| <b>EXPENDITURE</b>              |               |               |              |              |                                |               |
| Special Repairs and Maintenance | 4,500         | 2,250         | 1,438        | -            | 3,062                          | 812           |
| Boundary Wall Repairs           | 20,000        | 10,000        |              |              | 20,000                         | 10,000        |
|                                 | <b>24,500</b> | <b>12,250</b> | <b>1,438</b> | <b>-</b>     | <b>23,062</b>                  | <b>10,812</b> |

Boundary Wall Repairs budget agreed CS Committee Minute 61 7.1.21

**TRANQUILITY GARDEN****@ 30/09/2021**

|                                 | BUDGET                   |                            | ACTUALS                |                         | VARIANCE - Surplus / (Deficit)  |              |
|---------------------------------|--------------------------|----------------------------|------------------------|-------------------------|---------------------------------|--------------|
|                                 | Annual Budget<br>2021-22 | YTD Budget<br>@ 30/09/2021 | YTD Actuals<br>2021-22 | YTD Previous<br>2020-21 | YTD Actuals To<br>Annual Budget | YTD Budget   |
| <b>INCOME</b>                   |                          |                            |                        |                         |                                 |              |
| Purchase & Interment Fees       | 4,875                    | 2,438                      | 2,725                  | 2,456                   | (2,150)                         | 288          |
| Memorial Fees                   | 1,155                    | 578                        | 718                    | 280                     | (438)                           | 140          |
|                                 | <b>6,030</b>             | <b>3,015</b>               | <b>3,443</b>           | <b>2,736</b>            | <b>(2,588)</b>                  | <b>428</b>   |
| <b>EXPENDITURE</b>              |                          |                            |                        |                         |                                 |              |
| Maintenance & Development Costs | 5,000                    | 2,500                      | 531                    | -                       | 4,469                           | 1,969        |
|                                 | <b>5,000</b>             | <b>2,500</b>               | <b>531</b>             | <b>-</b>                | <b>4,469</b>                    | <b>1,969</b> |
| <b>NET EXPENDITURE</b>          | <b>(1,030)</b>           | <b>(515)</b>               | <b>(2,912)</b>         | <b>(2,736)</b>          | <b>1,882</b>                    | <b>2,397</b> |

Budget 2021-22 Income expected to exceed Expenditure

**ALLOTMENTS - PARK ROAD****@ 30/09/2021**

|                            | BUDGET                   |                            | ACTUALS                |                         | VARIANCE - Surplus / (Deficit)  |             |
|----------------------------|--------------------------|----------------------------|------------------------|-------------------------|---------------------------------|-------------|
|                            | Annual Budget<br>2021-22 | YTD Budget<br>@ 30/09/2021 | YTD Actuals<br>2021-22 | YTD Previous<br>2020-21 | YTD Actuals To<br>Annual Budget | YTD Budget  |
| <b>INCOME</b>              |                          |                            |                        |                         |                                 |             |
| Tenancy Rental             | 165                      | 83                         | -                      | -                       | (165)                           | (83)        |
|                            | <b>165</b>               | <b>83</b>                  | <b>-</b>               | <b>-</b>                | <b>(165)</b>                    | <b>(83)</b> |
| <b>EXPENDITURE</b>         |                          |                            |                        |                         |                                 |             |
| Lease                      | 10                       | 5                          | -                      | -                       | 10                              | 5           |
| Set up & Maintenance Costs | -                        | -                          | -                      | -                       | -                               | -           |
|                            | <b>10</b>                | <b>5</b>                   | <b>-</b>               | <b>-</b>                | <b>10</b>                       | <b>5</b>    |
| <b>NET EXPENDITURE</b>     | <b>(155)</b>             | <b>(78)</b>                | <b>-</b>               | <b>-</b>                | <b>(155)</b>                    | <b>(78)</b> |

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

**HATTON ROCK****@ 30/09/2021**

|                    | BUDGET                   |                            | ACTUALS                |                         | VARIANCE - Surplus / (Deficit)  |                |
|--------------------|--------------------------|----------------------------|------------------------|-------------------------|---------------------------------|----------------|
|                    | Annual Budget<br>2021-22 | YTD Budget<br>@ 30/09/2021 | YTD Actuals<br>2021-22 | YTD Previous<br>2020-21 | YTD Actuals To<br>Annual Budget | YTD Budget     |
| <b>EXPENDITURE</b> |                          |                            |                        |                         |                                 |                |
| Rent               | 13,490                   | 6,745                      | 7,869                  | 7,869                   | 5,621                           | (1,124)        |
| Rates              | 4,813                    | 2,407                      | 2,270                  | 2,270                   | 2,543                           | 136            |
| Insurance          | 146                      | 73                         | 173                    | -                       | (27)                            | (100)          |
| Heating & Lighting | 44                       | 22                         | -                      | -                       | 44                              | 22             |
| Service Costs      | 750                      | 375                        | 1,500                  | (188)                   | (750)                           | (1,125)        |
| Sundry Expenses    | 350                      | 175                        | -                      | -                       | 350                             | 175            |
|                    | <b>19,593</b>            | <b>9,797</b>               | <b>11,812</b>          | <b>9,952</b>            | <b>7,781</b>                    | <b>(2,015)</b> |

**INITIATIVES, PROJECTS AND GRANTS**
**@ 30/09/2021**

| EXPENDITURE   | BUDGET         |               | ACTUALS       |               | VARIANCE - Surplus / (Deficit) |               |
|---|----------------|---------------|---------------|---------------|--------------------------------|---------------|
|   | Annual Budget  | YTD Budget    | YTD Actuals   | YTD Previous  | YTD Actuals To                 |               |
|   | 2021-22        | @ 30/09/2021  | 2021-22       | 2020-21       | Annual Budget                  | YTD Budget    |
| Special Projects & Grants - Over £20K               | 89,500         | 44,750        | -             | -             | 89,500                         | 44,750        |
| Special Projects & Grants - Under £20K              | -              | -             | -             | -             | -                              | -             |
| Town Projects / Partnership Working / CCTV          | 31,788         | 15,894        | 13,894        | 13,894        | 17,894                         | 2,000         |
| TCSP - Town Council funding contribution            | -              | -             | 600           | -             | (600)                          | (600)         |
| Stratforward - BID Levy                             | 754            | 377           | 709           | 709           | 45                             | (332)         |
| Localism Project (NDP) - to Nov 2018                | -              | -             | -             | -             | -                              | -             |
| COVID-19 Response & Community Support               | -              | -             | 264           | 3,869         | (264)                          | (264)         |
| Other Debtors - Stratford Support cash only clients | -              | -             | 168           | 108           | (168)                          | (168)         |
| Special Projects & Events                           | -              | -             | -             | -             | -                              | -             |
| Newsletters / Quality Status                        | 4,000          | 2,000         | -             | 475           | 4,000                          | 2,000         |
| Bus Shelters/Dog Hygiene/Litter/Cycle Racks         | 705            | 353           | 1,170         | 625           | (465)                          | (818)         |
| Climate Change Initiatives                          | 10,000         | 5,000         | 1,879         | -             | 8,121                          | 3,121         |
| Youth Council                                       | 1,000          | 500           | -             | -             | -                              | -             |
| Green Advent Calendar                               | 350            | 175           | -             | -             | -                              | -             |
| Lunch Club (Loneliness/Dementia Friendly projects)  | 200            | 100           | -             | -             | 200                            | 100           |
|   | <b>138,297</b> | <b>69,149</b> | <b>18,686</b> | <b>19,681</b> | <b>119,611</b>                 | <b>50,463</b> |

TCSP Initiatives additional costs and contingency funded by budget virement F&amp;A Minute 75 9.3.21

**TOWN CENTRE STRATEGIC PARTNERSHIP**
**@ 30/09/2021**

|  | 2021-22       | 2020-21       |
|--|---------------|---------------|
| TCSP - Opening Balance (B/fwd from 2020-21)          | 12,000        |               |
| <b>INCOME</b>  |               |               |
| CIL - Town Council                                   | 7,843         | 5,508         |
| TCSP - Town Council Budget, Virements & Reserves     | -             | 12,000        |
| TCSP - Partnership Contributions (inc. Town Council) | 11,000        | -             |
| <b>Total Income</b>                                  | <b>18,843</b> | <b>17,508</b> |
| <b>EXPENDITURE</b>                                   |               |               |
| CIL - Bridge Street / High Street Design             | 7,843         | 5,508         |
| TCSP - Bridge Street / High Street Design            | 6,774         | -             |
| TCSP - Bridge Street / High Street PR                | 2,678         | -             |
| <b>Total Expenditure</b>                             | <b>17,295</b> | <b>5,508</b>  |
| <b>NET Surplus / (Deficit) for Year</b>              | <b>1,548</b>  | <b>12,000</b> |

|   |               |
|---|---------------|
| <b>TCSP - including Opening Balance</b> | <b>13,548</b> |
|---|---------------|

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&amp;A Minute 75 9.3.21

**SHAKESPEARE BIRTHDAY CELEBRATIONS**
**@ 30/09/2021**
**2021-22**
**2020-21**

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

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

|  |  |  |               |  |
|--|--|--|---------------|--|
| <b>SBC - including Opening Balance</b> |  |  | <b>83,630</b> |  |
|--|--|--|---------------|--|