

At 31/08/2018

Month

5

Barclays Business Current Account	£	28,547	Cemetery Land & Building Reserve	£	30,000
Barclays Debit Card Account	£	411	Christmas Festival Reserve	£	13,086
CCLA Public Sector Deposit Fund	£	172,932	Allotment Reserve	£	27,463
CCLA Local Authorities' Property Fund	£	250,000	Localism Project Reserve	£	35,205
Cambridge & Counties 3 Year Business Bond	£	254,724	Other Designated Reserves	£	182,402
Cambridge & Counties 1 Year Business Bond	£	150,000	General Reserve	£	505,841
Cambridge & Counties Bank Savings Account	£	75,758	Total STC Reserves At 31/03/2017	£	793,997
Total Bank & Investments At 31/08/2018	£	932,372	Shakespeare Birthday Celebrations	£	72,552

SUMMARISED INCOME & EXPENDITURE ACCOUNT

At 31/08/2018

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
INCOME						
Precept	496,472	206,863	206,863	200,585	(289,609)	-
Council Tax Reduction Grant	9,430	3,929	3,929	6,367	(5,501)	-
Market & Christmas Festival [Net]	39,047	16,269	24,931	(5,980)	(14,116)	8,662
Rents [Net]	7,775	3,240	7,566	1,345	(209)	4,326
Interest on Investments	19,224	8,010	3,081	5,647	(16,143)	(4,929)
Interest on Bank Accounts	350	146	148	136	(202)	2
Income from Sale of Assets	-	-	-	63	-	-
River Mooring [Net]	625	260	800	350	175	540
Grant - Neighbourhood Plan	-	-	-	-	-	-
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	5,065	2,110	3,676	393	(1,389)	1,566
Reserves for Localism Project (NDP)	-	-	5,888	-	5,888	5,888
Further Funding from Reserves	47,774	19,906	-	-	(47,774)	(19,906)
	625,762	260,733	256,881	208,907	(368,880)	(3,852)
EXPENDITURE						
Operational & Administrative Expenses	343,660	143,192	131,492	114,462	212,168	11,700
Miscellaneous Expenses	2,761	1,150	364	1,128	2,397	786
Civic Expenditure	89,126	37,136	23,172	21,194	65,954	13,964
Cemetery [Net]	96,496	40,207	46,856	23,750	49,640	(6,649)
Tranquility Garden [Net]	(7,300)	(3,042)	(2,051)	18,469	(5,249)	(991)
Hatton Rock	18,010	7,504	(1,925)	(2,284)	19,935	9,429
Holy Trinity Churchyard	2,500	1,042	-	258	2,500	1,042
Special Projects and Grants	92,964	38,735	35,015	7,869	57,949	3,720
Allotments [Net]	(155)	(65)	466	(17)	(621)	(531)
	638,062	265,859	233,387	184,829	404,675	32,472
NET Surplus (Deficit)	(12,300)	(5,126)	23,494	24,078	35,794	28,620

Budget 2018/19 Expenditure increase from General & Designated Reserves F&S Minutes 13 & 14 12.6.18

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/08/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Lettings	38,262	15,942	18,448	15,625	(19,814)	2,505
Sundry Income	833	347	22	152	(811)	(325)
	39,095	16,289	18,469	15,778	(20,625)	2,180
EXPENDITURE						
Personnel	25,135	10,473	11,361	12,235	13,775	(888)
Security Personnel	2,000	833	475	1,275	1,525	358
PRS and Licences	385	161	686	127	(301)	(526)
Marketing, Publicity & Special Projects	1,500	625	-	-	1,500	625
Other Costs	500	208	-	7	500	208
Travel	350	146	78	87	272	68
Cleaning & Laundry	3,600	1,500	1,432	1,698	2,168	68
Operating Equipment	300	125	761	(43)	(461)	(636)
Contingency for Inflation	259	108				
	34,030	14,179	14,793	15,385	19,236	(614)
NET INCOME	5,065	2,110	3,676	393	(1,389)	1,566

CIVIC EXPENDITURE
At 31/08/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
Mayor's Allowance	6,500	2,708	1,953	1,943	4,547	755
Mayor's Traveling	5,000	2,083	2,217	2,397	2,783	(134)
Civic Insignia	1,500	625	90	256	1,410	535
Receptions (Formal & Informal)	6,000	2,500	1,931	4,922	4,069	569
SBC - Town Council only	25,000	10,417	10,417	10,417	14,583	-
Christmas Activities	2,000	833	593	-	1,407	241
Festivals & Events - HODS	2,000	833	651	3	1,349	183
Event Security	30,000	12,500	4,095	-	25,905	8,405
Contingency (Events tbc)	5,000	2,083	-	-	5,000	2,083
Honoraria inc photographic	3,176	1,323	802	757	2,374	521
Printing & Stationery	500	208	4	205	496	204
Floral Decorations	650	271	195	295	455	76
National Mourning Protocol	200	83	25	-	175	58
Civic Gifts	100	42	109	-	(9)	(67)
Civic Robes	1,500	625	90	-	1,410	535
	89,126	37,136	23,172	21,194	65,954	13,964

HATTON ROCK**At 31/08/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/08/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Rent	12,366	5,153	(1,120)	(2,676)	13,486	6,273
Rates	4,368	1,820	(118)	768	4,486	1,938
Insurance	135	56	(70)	51	205	127
Heating & Lighting	41	17	130	(22)	(89)	(113)
Service Costs	750	313	(757)	(415)	1,507	1,069
Sundry Expenses	350	146	10	10	340	136
	18,010	7,504	(1,925)	(2,284)	19,935	9,429

Budget 2018/19 Expenditure increase from General Reserves F&S Minute 13 12.6.18

ALLOTMENTS - PARK ROAD**At 31/08/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/08/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Tenancy Rental	165	69	33	17	(132)	(36)
	165	69	33	17	(132)	(36)
EXPENDITURE						
Lease	10	4	-	-	10	4
Set up & Maintenance Costs	-	-	499	-	(499)	(499)
	10	4	499	-	(489)	(495)
NET EXPENDITURE	(155)	(65)	466	(17)	(621)	(531)

Budget 2018/19 Expenditure to be covered by Designated Allotment Reserve (£27,463)

TRANQUILITY GARDEN**At 31/08/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/08/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	6,150	2,563	2,130	3,725	(4,020)	(433)
Memorial Fees	6,150	2,563	840	1,153	(5,310)	(1,723)
	12,300	5,125	2,970	4,878	(9,330)	(2,155)
EXPENDITURE						
Maintenance & Development Costs	5,000	2,083	919	23,346	4,081	1,165
	5,000	2,083	919	23,346	4,081	1,164
NET EXPENDITURE	(7,300)	(3,042)	(2,051)	18,469	(5,249)	(991)

CEMETERY**At 31/08/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/08/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	49,464	20,610	15,182	36,748	(34,282)	(5,428)
Memorial Fees	7,074	2,948	3,185	4,009	(3,889)	238
Sundry Income (Seating/Trees/Transfers)	400	167	240	367	(160)	73
	56,938	23,724	18,607	41,124	(38,331)	(5,117)
EXPENDITURE						
Management Charge	119,143	49,643	52,883	42,926	66,260	(3,240)
Rates and Water Rates	3,791	1,580	1,956	1,429	1,835	(376)
General Ground Maintenance	8,100	3,375	1,433	15,493	6,667	1,942
Repairs & Maintenance	50	21	596	-	(546)	(575)
Telephone	650	271	209	204	441	61
Heating & Lighting	543	226	(79)	(93)	622	305
Vehicle Expenses	4,000	1,667	1,512	1,234	2,488	155
Equipment	7,550	3,146	5,423	1,063	2,127	(2,277)
Health & Safety	250	104	-	-	250	104
Grave Excavation	4,750	1,979	950	1,520	3,800	1,029
Travel & Subsistence	520	217	272	289	248	(55)
Sundry Seating & Trees	600	250	308	810	292	(58)
Contingency for Inflation	987	411	-	-	987	411
Vehicle Replacement Contingency	2,500	1,042	-	-	2,500	1,042
	153,434	63,931	65,463	64,874	87,971	(1,532)
NET EXPENDITURE	96,496	40,207	46,856	23,750	49,640	(6,649)

Budget 2018/19 Expenditure increase from General & Designated Reserves F&S Minutes 13 & 14 12.6.18

HOLY TRINITY CHURCHYARD / GARDEN OF REMEMBRANCE**At 31/08/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/08/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Special Repairs and Maintenance	2,500	1,042	-	258	2,500	1,042
	2,500	1,042	-	258	2,500	1,042

MISCELLANEOUS EXPENSES
At 31/08/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
Gen Maintenance of Street Furniture	312	130	-	-	312	130
Rother Street Clock Tower	220	92	28	30	192	64
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	2,229	929	336	1,098	1,893	593
	2,761	1,150	364	1,128	2,397	787

MARKET & CHRISTMAS FESTIVAL
At 31/08/2018

INCOME	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market	138,142	57,559	67,775	27,212	(70,367)	10,216
Christmas Festival	-	-	-	-	-	-
	138,142	57,559	67,775	27,212	(70,367)	10,216
EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market - District Council Share	82,885	34,535	40,665	32,654	42,220	(6,130)
Market - Tripartite Expenses	2,763	1,151	2,159	538	604	(1,008)
Christmas Festival	13,447	5,603	20	-	13,427	5,583
	99,095	41,290	42,844	33,191	56,251	(1,555)
NET INCOME	39,047	16,269	24,931	(5,980)	(14,116)	8,662

SPECIAL PROJECTS AND GRANTS
At 31/08/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	55,500	23,125	-	-	55,500	23,125
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	25,337	10,557	25,037	-	300	(14,480)
Stratfordward - BID Levy	727	303	700	700	27	(397)
Localism Project (NDP)	-	-	5,888	3,708	(5,888)	(5,888)
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	4,583	3,390	3,462	7,610	1,193
Great British Spring Clean	400	167	-	-	400	167
	92,964	38,735	35,015	7,869	57,949	3,720

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/08/2018	2018-19	2017-18	Annual Budget	YTD Budget
Salaries Wages and Related Costs	221,546	92,311	78,120	74,378	143,426	14,191
Avon Planning Services	4,080	1,700	1,700	2,040	2,380	-
Neighbourhood Development Plan Monitoring	2,000	833	-	-	2,000	833
Equipment Rental	2,000	833	712	1,044	1,288	121
Office Equipment & Furniture & Stationery	5,400	2,250	994	1,296	4,406	1,256
Telephones	2,200	917	864	1,044	1,336	53
Postage & Carriage	1,500	625	492	889	1,008	133
Alarm Call Out	2,104	877	139	335	1,965	738
Travel and Subsistence	250	104	73	49	177	32
Borough Records	350	146	-	-	350	146
Payroll Services	3,400	1,417	450	890	2,950	967
Councillor & Staff Training	2,275	948	886	555	1,389	62
Recruitment	1,500	625	172	978	1,328	453
Newspapers	37	15	17	15	20	(2)
IT	4,800	2,000	3,836	3,040	964	(1,836)
Rates	26,675	11,115	13,337	10,769	13,338	(2,223)
Heating & Lighting	7,525	3,135	1,673	1,805	5,852	1,462
STC Meeting & Expenses & Subsistence	1,000	417	323	449	677	93
Gen Repairs, Maint & Sundry	10,500	4,375	8,909	2,520	1,591	(4,534)
Health & Safety	1,500	625	-	-	1,500	625
Combined Insurance Policy	15,420	6,425	6,415	(355)	9,005	10
Bank Charges & Interest	1,000	417	(34)	381	1,034	450
Audit Fee	5,390	2,246	4,000	3,700	1,390	(1,754)
Professional Fees	10,000	4,167	7,125	6,188	2,876	(2,958)
Subscriptions	1,602	668	901	2,084	701	(234)
Advertising & Publicity	1,000	417	-	-	1,000	417
Lift Maintenance Contract	1,000	417	386	368	614	31
Election Exp (Inc Polls/Pro Challenges)	2,500	1,042	-	-	2,500	1,042
Website Maintenance	1,000	417	-	-	1,000	417
Contingency for Inflation	4,106	1,711	-	-	4,106	1,711
	343,660	143,192	131,492	114,462	212,168	11,700

Budget 2018/19 Expenditure increase from General Reserves F&S Minute 13 12.6.18

SHAKESPEARE BIRTHDAY CELEBRATIONS**At 31/08/2018****2018-19****2017-18**

SBC - S106 Agreement (Balance)			11,362	
SBC - Opening Balance (B/fwd from 2017-18)			71,153	

INCOME				
SBC - Income (Other)			25,000	28,000
SBC - Town Council Budget			25,000	25,000
SBC - Friends Donations			80	350
SBC - Friends Receptions			-	-
SBC - Parade - Flags & Admin Fee			867	583
SBC - Advertising Income			-	-
SBC - Bank Interest			-	-
Total Income			50,947	53,933
EXPENDITURE				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			150	412
SBC - Standard Replacements			-	-
SBC - Flag Poles			4,520	3,530
SBC - Insurance			376	355
SBC - Health & Safety			1,745	995
SBC - Traffic Management			3,364	3,597
SBC - Parade & Ceremony			9,051	10,298
SBC - Management Charges			6,519	8,477
SBC - Operational Expenses			7,500	-
SBC - Miscellaneous Expenses			12,530	8,935
SBC - Birthday Cake			1,400	-
SBC - Playmakers			-	-
SBC - Marketing			2,000	-
SBC - Bank Charges			-	-
SBC - Friends of Shakespeare			-	-
SBC - Friends of Shakespeare Launch			-	-
SBC - Friends Reception			393	313
Total Expenditure			49,547	36,912
NET Surplus (Deficit) for Year			1,399	17,022

SBC - including Opening Balance			72,552	
--	--	--	---------------	--