

At 31/01/2019

Month

10

|   |          |                |   |          |                |
|---|----------|----------------|---|----------|----------------|
| Barclays Business Current Account                 | £        | 32,628         | Cemetery Land & Building Reserve        | £        | 30,000         |
| Barclays Debit Card Account                       | £        | 241            | Christmas Festival Reserve              | £        | 13,086         |
| Petty Cash  | £        | 207            | Allotment Reserve                       | £        | 27,463         |
| CCLA Public Sector Deposit Fund                   | £        | 123,499        | Localism Project Reserve                | £        | 35,205         |
| CCLA Local Authorities' Property Fund             | £        | 250,000        | Building Maintenance Reserve            | £        | 168,718        |
| Cambridge & Counties 3 Year Business Bonds        | £        | 359,564        | Other Designated Reserves               | £        | 13,684         |
| Cambridge & Counties 2 Year Business Bond         | £        | 100,005        | General Reserve                         | £        | 505,841        |
| Cambridge & Counties Bank Savings Account         | £        | 76,796         | <b>Total STC Reserves At 31/03/2018</b> | <b>£</b> | <b>793,997</b> |
| <b>Total Bank &amp; Investments At 31/01/2019</b> | <b>£</b> | <b>942,940</b> | Shakespeare Birthday Celebrations       | £        | 82,407         |

**SUMMARISED INCOME & EXPENDITURE ACCOUNT**

At 31/01/2019

|                                       | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |                 |
|---------------------------------------|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|-----------------|
|                                       | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget      |
| <b>INCOME</b>                         |                          |                             |                        |                         |                                 |                 |
| Precept                               | 496,472                  | 413,727                     | 413,727                | 401,171                 | (82,745)                        | -               |
| Council Tax Reduction Grant           | 9,430                    | 7,858                       | 7,858                  | 12,733                  | (1,572)                         | -               |
| Market & Christmas Festival [Net]     | 39,047                   | 32,539                      | 33,635                 | 21,115                  | (5,412)                         | 1,096           |
| Rents [Net]                           | 7,775                    | 6,479                       | 7,566                  | 4,036                   | (209)                           | 1,087           |
| Interest on Investments               | 19,224                   | 16,020                      | 16,862                 | 18,435                  | (2,362)                         | 842             |
| Interest on Bank Accounts             | 350                      | 292                         | 315                    | 245                     | (35)                            | 23              |
| Income from Sale of Assets            | -                        | -                           | -                      | 63                      | -                               | -               |
| River Mooring [Net]                   | 625                      | 521                         | 752                    | 350                     | 127                             | 232             |
| Sundry Income                         | -                        | -                           | -                      | -                       | -                               | -               |
| Town Hall Commercial Management [Net] | 5,065                    | 4,221                       | 1,131                  | 3,303                   | (3,934)                         | (3,090)         |
| Reserves for Localism Project (NDP)   | -                        | -                           | 28,367                 | -                       | 28,367                          | 28,367          |
| Further Funding from Reserves         | 47,774                   | 39,812                      | -                      | -                       | (47,774)                        | (39,812)        |
|                                       | <b>625,762</b>           | <b>521,469</b>              | <b>510,212</b>         | <b>461,452</b>          | <b>(115,550)</b>                | <b>(11,257)</b> |
| <b>EXPENDITURE</b>                    |                          |                             |                        |                         |                                 |                 |
| Operational & Administrative Expenses | 343,660                  | 286,383                     | 269,971                | 229,205                 | 73,689                          | 16,412          |
| Miscellaneous Expenses                | 2,761                    | 2,301                       | 405                    | 1,303                   | 2,357                           | 1,897           |
| Civic Expenditure                     | 92,555                   | 77,129                      | 50,532                 | 46,826                  | 42,023                          | 26,597          |
| Cemetery [Net]                        | 96,496                   | 80,414                      | 94,890                 | 74,107                  | 1,606                           | (14,476)        |
| Tranquility Garden [Net]              | (7,300)                  | (6,083)                     | (5,442)                | 29,153                  | (1,858)                         | (641)           |
| Hatton Rock                           | 18,010                   | 15,008                      | 4,756                  | 8,202                   | 13,254                          | 10,252          |
| Holy Trinity Churchyard               | 2,500                    | 2,083                       | 2,706                  | 258                     | (206)                           | (623)           |
| Special Projects and Grants           | 92,964                   | 77,470                      | 117,177                | 87,846                  | (24,213)                        | (39,707)        |
| Allotments [Net]                      | (155)                    | (130)                       | 301                    | (75)                    | (456)                           | (431)           |
|                                       | <b>641,491</b>           | <b>534,575</b>              | <b>535,297</b>         | <b>476,825</b>          | <b>106,194</b>                  | <b>(722)</b>    |
| <b>NET Surplus (Deficit)</b>          | <b>(15,729)</b>          | <b>(13,106)</b>             | <b>(25,085)</b>        | <b>(15,374)</b>         | <b>(9,356)</b>                  | <b>(11,979)</b> |

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

|   | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |                |
|---|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|----------------|
|   | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget     |
| <b>INCOME</b>                           |                          |                             |                        |                         |                                 |                |
| Lettings                                | 38,262                   | 31,885                      | 31,124                 | 33,078                  | (7,138)                         | (761)          |
| Sundry Income                           | 833                      | 694                         | 141                    | 626                     | (692)                           | (553)          |
|   | <b>39,095</b>            | <b>32,579</b>               | <b>31,265</b>          | <b>33,704</b>           | <b>(7,829)</b>                  | <b>(1,314)</b> |
| <b>EXPENDITURE</b>                      |                          |                             |                        |                         |                                 |                |
| Personnel                               | 25,135                   | 20,946                      | 22,432                 | 24,877                  | 2,703                           | (1,486)        |
| Security Personnel                      | 2,000                    | 1,667                       | 824                    | 1,650                   | 1,176                           | 843            |
| PRS and Licences                        | 385                      | 321                         | 2,766                  | 307                     | (2,381)                         | (2,445)        |
| Marketing, Publicity & Special Projects | 1,500                    | 1,250                       | -                      | -                       | 1,500                           | 1,250          |
| Other Costs                             | 500                      | 417                         | 50                     | 57                      | 450                             | 367            |
| Travel                                  | 350                      | 292                         | 198                    | 200                     | 152                             | 94             |
| Cleaning & Laundry                      | 3,600                    | 3,000                       | 2,993                  | 3,282                   | 607                             | 7              |
| Operating Equipment                     | 300                      | 250                         | 872                    | 28                      | (572)                           | (622)          |
| Contingency for Inflation               | 259                      | 216                         |                        |                         |                                 |                |
|   | <b>34,030</b>            | <b>28,358</b>               | <b>30,135</b>          | <b>30,400</b>           | <b>3,895</b>                    | <b>(1,777)</b> |
| <b>NET INCOME</b>                       | <b>5,065</b>             | <b>4,221</b>                | <b>1,131</b>           | <b>3,303</b>            | <b>(3,934)</b>                  | <b>(3,090)</b> |

YTD Actuals 2018/19 Lettings Income has been amended to exclude Deferred Income F&S Minute 10 12.6.18

**CIVIC EXPENDITURE**
**At 31/01/2019**

| EXPENDITURE                    | BUDGET        |               | ACTUALS       |               | VARIANCE - Surplus (Deficit) |               |
|--------------------------------|---------------|---------------|---------------|---------------|------------------------------|---------------|
|                                | Annual Budget | YTD Budget    | YTD Actuals   | YTD Previous  | YTD Actuals To               |               |
|                                | 2018-19       | At 31/01/2019 | 2018-19       | 2017-18       | Annual Budget                | YTD Budget    |
| Mayor's Allowance              | 6,500         | 5,417         | 2,033         | 4,127         | 4,467                        | 3,384         |
| Mayor's Traveling              | 5,000         | 4,167         | 3,935         | 4,386         | 1,065                        | 232           |
| Civic Insignia                 | 1,500         | 1,250         | 400           | 911           | 1,100                        | 850           |
| Receptions (Formal & Informal) | 6,000         | 5,000         | 3,339         | 5,694         | 2,661                        | 1,661         |
| SBC - Town Council only        | 25,000        | 20,833        | 20,833        | 20,833        | 4,167                        | -             |
| Christmas Activities           | 5,429         | 4,524         | 4,620         | 1,356         | 809                          | (96)          |
| Festivals & Events - HODS      | 2,000         | 1,667         | 885           | 356           | 1,115                        | 782           |
| Event Security                 | 30,000        | 25,000        | 11,581        | 5,338         | 18,419                       | 13,419        |
| Contingency (Events tbc)       | 5,000         | 4,167         | 17            | 820           | 4,983                        | 4,150         |
| Honoraria inc photographic     | 3,176         | 2,647         | 2,258         | 2,329         | 918                          | 389           |
| Printing & Stationery          | 500           | 417           | 149           | 325           | 351                          | 268           |
| Floral Decorations             | 650           | 542           | 195           | 295           | 455                          | 347           |
| National Mourning Protocol     | 200           | 167           | 25            | -             | 175                          | 142           |
| Civic Gifts                    | 100           | 83            | 140           | -             | (40)                         | (57)          |
| Civic Robes                    | 1,500         | 1,250         | 123           | 55            | 1,377                        | 1,127         |
|                                | <b>92,555</b> | <b>77,129</b> | <b>50,532</b> | <b>46,826</b> | <b>42,023</b>                | <b>26,597</b> |

**Budget 2018/19 Expenditure increase on Christmas Activities from SBC S106 Agreement**

**HATTON ROCK****At 31/01/2019**

|                    | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |               |
|--------------------|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|---------------|
|                    | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget    |
| <b>EXPENDITURE</b> |                          |                             |                        |                         |                                 |               |
| Rent               | 12,366                   | 10,305                      | 3,377                  | 6,542                   | 8,989                           | 6,928         |
| Rates              | 4,368                    | 3,640                       | 2,067                  | 1,536                   | 2,301                           | 1,573         |
| Insurance          | 135                      | 113                         | (70)                   | 51                      | 205                             | 183           |
| Heating & Lighting | 41                       | 34                          | 130                    | (22)                    | (89)                            | (96)          |
| Service Costs      | 750                      | 625                         | (757)                  | 85                      | 1,507                           | 1,382         |
| Sundry Expenses    | 350                      | 292                         | 10                     | 10                      | 340                             | 282           |
|                    | <b>18,010</b>            | <b>15,008</b>               | <b>4,756</b>           | <b>8,202</b>            | <b>13,254</b>                   | <b>10,252</b> |

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

**ALLOTMENTS - PARK ROAD****At 31/01/2019**

|                            | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |              |
|----------------------------|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|--------------|
|                            | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget   |
| <b>INCOME</b>              |                          |                             |                        |                         |                                 |              |
| Tenancy Rental             | 165                      | 138                         | 198                    | 83                      | 33                              | 60           |
|                            | <b>165</b>               | <b>138</b>                  | <b>198</b>             | <b>83</b>               | <b>33</b>                       | <b>60</b>    |
| <b>EXPENDITURE</b>         |                          |                             |                        |                         |                                 |              |
| Lease                      | 10                       | 8                           | -                      | -                       | 10                              | 8            |
| Set up & Maintenance Costs | -                        | -                           | 499                    | 8                       | (499)                           | (499)        |
|                            | <b>10</b>                | <b>8</b>                    | <b>499</b>             | <b>8</b>                | <b>(489)</b>                    | <b>(491)</b> |
| <b>NET EXPENDITURE</b>     | <b>(155)</b>             | <b>(130)</b>                | <b>301</b>             | <b>(75)</b>             | <b>(456)</b>                    | <b>(431)</b> |

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

**TRANQUILITY GARDEN****At 31/01/2019**

|                                 | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |                |
|---------------------------------|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|----------------|
|                                 | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget     |
| <b>INCOME</b>                   |                          |                             |                        |                         |                                 |                |
| Purchase & Interment Fees       | 6,150                    | 5,125                       | 4,770                  | 5,764                   | (1,380)                         | (355)          |
| Memorial Fees                   | 6,150                    | 5,125                       | 1,730                  | 3,414                   | (4,420)                         | (3,395)        |
|                                 | <b>12,300</b>            | <b>10,250</b>               | <b>6,500</b>           | <b>9,178</b>            | <b>(5,800)</b>                  | <b>(3,750)</b> |
| <b>EXPENDITURE</b>              |                          |                             |                        |                         |                                 |                |
| Maintenance & Development Costs | 5,000                    | 4,167                       | 1,058                  | 38,330                  | 3,942                           | 3,109          |
|                                 | <b>5,000</b>             | <b>4,167</b>                | <b>1,058</b>           | <b>38,330</b>           | <b>3,942</b>                    | <b>3,109</b>   |
| <b>NET EXPENDITURE</b>          | <b>(7,300)</b>           | <b>(6,083)</b>              | <b>(5,442)</b>         | <b>29,153</b>           | <b>(1,858)</b>                  | <b>(641)</b>   |

**CEMETERY****At 31/01/2019**

|   | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |                 |
|---|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|-----------------|
|   | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget      |
| <b>INCOME</b>                           |                          |                             |                        |                         |                                 |                 |
| Purchase & Interment Fees               | 49,464                   | 41,220                      | 30,922                 | 57,049                  | (18,542)                        | (10,298)        |
| Memorial Fees                           | 7,074                    | 5,895                       | 5,940                  | 8,561                   | (1,134)                         | 45              |
| Sundry Income (Seating/Trees/Transfers) | 400                      | 333                         | 425                    | 676                     | 25                              | 92              |
|   | <b>56,938</b>            | <b>47,448</b>               | <b>37,287</b>          | <b>66,286</b>           | <b>(19,651)</b>                 | <b>(10,161)</b> |
| <b>EXPENDITURE</b>                      |                          |                             |                        |                         |                                 |                 |
| Management Charge                       | 119,143                  | 99,286                      | 105,196                | 89,298                  | 13,947                          | (5,910)         |
| Rates and Water Rates                   | 3,791                    | 3,159                       | 3,791                  | 2,858                   | 0                               | (632)           |
| General Ground Maintenance              | 8,100                    | 6,750                       | 7,844                  | 34,336                  | 256                             | (1,094)         |
| Repairs & Maintenance                   | 50                       | 42                          | 596                    | 265                     | (546)                           | (554)           |
| Telephone                               | 650                      | 542                         | 440                    | 396                     | 210                             | 101             |
| Heating & Lighting                      | 543                      | 453                         | 454                    | 290                     | 89                              | (1)             |
| Vehicle Expenses                        | 4,000                    | 3,333                       | 3,775                  | 3,017                   | 225                             | (442)           |
| Equipment                               | 7,550                    | 6,292                       | 7,218                  | 3,976                   | 332                             | (926)           |
| Health & Safety                         | 250                      | 208                         | -                      | 25                      | 250                             | 208             |
| Grave Excavation                        | 4,750                    | 3,958                       | 2,090                  | 4,370                   | 2,660                           | 1,868           |
| Travel & Subsistence                    | 520                      | 433                         | 465                    | 427                     | 55                              | (32)            |
| Sundry Seating & Trees                  | 600                      | 500                         | 308                    | 1,135                   | 292                             | 192             |
| Contingency for Inflation               | 987                      | 823                         | -                      | -                       | 987                             | 823             |
| Vehicle Replacement Contingency         | 2,500                    | 2,083                       | -                      | -                       | 2,500                           | 2,083           |
|   | <b>153,434</b>           | <b>127,862</b>              | <b>132,177</b>         | <b>140,393</b>          | <b>21,257</b>                   | <b>(4,315)</b>  |
| <b>NET EXPENDITURE</b>                  | <b>96,496</b>            | <b>80,414</b>               | <b>94,890</b>          | <b>74,107</b>           | <b>1,606</b>                    | <b>(14,476)</b> |

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

**HOLY TRINITY CHURCHYARD / GARDEN OF REMEMBRANCE****At 31/01/2019**

|                                 | BUDGET                   |                             | ACTUALS                |                         | VARIANCE - Surplus (Deficit)    |              |
|---------------------------------|--------------------------|-----------------------------|------------------------|-------------------------|---------------------------------|--------------|
|                                 | Annual Budget<br>2018-19 | YTD Budget<br>At 31/01/2019 | YTD Actuals<br>2018-19 | YTD Previous<br>2017-18 | YTD Actuals To<br>Annual Budget | YTD Budget   |
| <b>EXPENDITURE</b>              |                          |                             |                        |                         |                                 |              |
| Special Repairs and Maintenance | 2,500                    | 2,083                       | 2,706                  | 258                     | (206)                           | (623)        |
|                                 | <b>2,500</b>             | <b>2,083</b>                | <b>2,706</b>           | <b>258</b>              | <b>(206)</b>                    | <b>(623)</b> |

**MISCELLANEOUS EXPENSES**
**At 31/01/2019**

| EXPENDITURE                                 | BUDGET        |               | ACTUALS     |              | VARIANCE - Surplus (Deficit) |              |
|---|---------------|---------------|-------------|--------------|------------------------------|--------------|
|   | Annual Budget | YTD Budget    | YTD Actuals | YTD Previous | YTD Actuals To               |              |
|   | 2018-19       | At 31/01/2019 | 2018-19     | 2017-18      | Annual Budget                | YTD Budget   |
| Gen Maintenance of Street Furniture         | 312           | 260           | -           | -            | 312                          | 260          |
| Rother Street Clock Tower                   | 220           | 183           | 69          | 189          | 151                          | 115          |
| Bus Shelters/Dog Hygiene/Litter/Cycle Racks | 2,229         | 1,858         | 336         | 1,113        | 1,893                        | 1,522        |
|   | <b>2,761</b>  | <b>2,301</b>  | <b>405</b>  | <b>1,303</b> | <b>2,357</b>                 | <b>1,896</b> |

**MARKET & CHRISTMAS FESTIVAL**
**At 31/01/2019**

| INCOME                          | BUDGET         |                | ACTUALS        |               | VARIANCE - Surplus (Deficit) |                 |
|---------------------------------|----------------|----------------|----------------|---------------|------------------------------|-----------------|
|                                 | Annual Budget  | YTD Budget     | YTD Actuals    | YTD Previous  | YTD Actuals To               |                 |
|                                 | 2018-19        | At 31/01/2019  | 2018-19        | 2017-18       | Annual Budget                | YTD Budget      |
| Market                          | 138,142        | 115,118        | 137,923        | 94,987        | (220)                        | 22,804          |
| Christmas Festival              | -              | -              | -              | -             | -                            | -               |
|                                 | <b>138,142</b> | <b>115,118</b> | <b>137,923</b> | <b>94,987</b> | <b>(220)</b>                 | <b>22,804</b>   |
| EXPENDITURE                     | BUDGET         |                | ACTUALS        |               | VARIANCE - Surplus (Deficit) |                 |
|                                 | Annual Budget  | YTD Budget     | YTD Actuals    | YTD Previous  | YTD Actuals To               |                 |
|                                 | 2018-19        | At 31/01/2019  | 2018-19        | 2017-18       | Annual Budget                | YTD Budget      |
| Market - District Council Share | 82,885         | 69,071         | 82,754         | 73,319        | 132                          | (13,683)        |
| Market - Tripartite Expenses    | 2,763          | 2,303          | 4,299          | 553           | (1,536)                      | (1,997)         |
| Christmas Festival              | 13,447         | 11,206         | 17,235         | -             | (3,788)                      | (6,029)         |
|                                 | <b>99,095</b>  | <b>82,579</b>  | <b>104,288</b> | <b>73,871</b> | <b>(5,193)</b>               | <b>(21,709)</b> |
|                                 |                |                |                |               |                              |                 |
| NET INCOME                      | <b>39,047</b>  | <b>32,539</b>  | <b>33,635</b>  | <b>21,115</b> | <b>(5,412)</b>               | <b>1,096</b>    |

**SPECIAL PROJECTS AND GRANTS**
**At 31/01/2019**

| EXPENDITURE                            | BUDGET        |               | ACTUALS        |               | VARIANCE - Surplus (Deficit) |                 |
|--|---------------|---------------|----------------|---------------|------------------------------|-----------------|
|  | Annual Budget | YTD Budget    | YTD Actuals    | YTD Previous  | YTD Actuals To               |                 |
|  | 2018-19       | At 31/01/2019 | 2018-19        | 2017-18       | Annual Budget                | YTD Budget      |
| Special Projects & Grants - Over £20K  | 55,500        | 46,250        | 55,500         | 50,000        | -                            | (9,250)         |
| Special Projects & Grants - Under £20K | -             | -             | -              | -             | -                            | -               |
| Town Projects / Partnership Working    | 25,337        | 21,114        | 25,037         | 25,037        | 300                          | (3,923)         |
| Stratforward - BID Levy                | 727           | 606           | 700            | 700           | 27                           | (94)            |
| Localism Project (NDP)                 | -             | -             | 28,367         | 5,276         | (28,367)                     | (28,367)        |
| Special Projects & Events              | -             | -             | -              | -             | -                            | -               |
| Newsletters / Quality Status           | 11,000        | 9,167         | 7,573          | 6,833         | 3,427                        | 1,593           |
| Great British Spring Clean             | 400           | 333           | -              | -             | 400                          | 333             |
|  | <b>92,964</b> | <b>77,470</b> | <b>117,177</b> | <b>87,846</b> | <b>(24,213)</b>              | <b>(39,707)</b> |

| EXPENDITURE                               | BUDGET         |                | ACTUALS        |                | VARIANCE - Surplus (Deficit) |               |
|---|----------------|----------------|----------------|----------------|------------------------------|---------------|
|   | Annual Budget  | YTD Budget     | YTD Actuals    | YTD Previous   | YTD Actuals To               |               |
|   | 2018-19        | At 31/01/2019  | 2018-19        | 2017-18        | Annual Budget                | YTD Budget    |
| Salaries Wages and Related Costs          | 221,546        | 184,622        | 159,541        | 151,898        | 62,005                       | 25,081        |
| Avon Planning Services                    | 4,080          | 3,400          | 3,400          | 3,740          | 680                          | -             |
| Neighbourhood Development Plan Monitoring | 2,000          | 1,667          | -              | -              | 2,000                        | 1,667         |
| Equipment Rental                          | 2,000          | 1,667          | 1,245          | 1,882          | 755                          | 422           |
| Office Equipment & Furniture & Stationery | 5,400          | 4,500          | 3,032          | 2,840          | 2,368                        | 1,468         |
| Telephones                                | 2,200          | 1,833          | 1,743          | 1,739          | 457                          | 90            |
| Postage & Carriage                        | 1,500          | 1,250          | 887            | 1,404          | 613                          | 363           |
| Alarm Call Out                            | 2,104          | 1,753          | 234            | 500            | 1,870                        | 1,520         |
| Travel and Subsistence                    | 250            | 208            | 82             | 158            | 168                          | 127           |
| Borough Records                           | 350            | 292            | -              | 700            | 350                          | 292           |
| Payroll Services                          | 3,400          | 2,833          | 1,350          | 1,790          | 2,050                        | 1,483         |
| Councillor & Staff Training               | 2,275          | 1,896          | 2,674          | 1,133          | (399)                        | (778)         |
| Recruitment                               | 1,500          | 1,250          | 172            | 1,342          | 1,328                        | 1,078         |
| Newspapers                                | 37             | 31             | 35             | 30             | 2                            | (4)           |
| IT  | 4,800          | 4,000          | 4,771          | 4,239          | 29                           | (771)         |
| Rates                                     | 26,675         | 22,229         | 26,675         | 21,539         | 0                            | (4,446)       |
| Heating & Lighting                        | 7,525          | 6,271          | 4,345          | 4,576          | 3,180                        | 1,926         |
| STC Meeting & Expenses & Subsistence      | 1,000          | 833            | 535            | 743            | 465                          | 298           |
| General Repairs, Maintenance & Sundry     | 10,500         | 8,750          | 21,845         | 11,605         | (11,345)                     | (13,095)      |
| Health & Safety                           | 1,500          | 1,250          | -              | -              | 1,500                        | 1,250         |
| Combined Insurance Policy                 | 15,420         | 12,850         | 12,830         | (355)          | 2,590                        | 20            |
| Bank Charges & Interest                   | 1,000          | 833            | 222            | 719            | 778                          | 612           |
| Audit Fee                                 | 5,390          | 4,492          | 5,600          | 5,300          | (210)                        | (1,108)       |
| Professional Fees                         | 10,000         | 8,333          | 14,127         | 7,632          | (4,127)                      | (5,794)       |
| Subscriptions                             | 1,602          | 1,335          | 2,043          | 3,107          | (441)                        | (708)         |
| Advertising & Publicity                   | 1,000          | 833            | -              | -              | 1,000                        | 833           |
| Lift Maintenance Contract                 | 1,000          | 833            | 2,584          | 946            | (1,584)                      | (1,750)       |
| Election Exp (Inc Polls/Pro Challenges)   | 2,500          | 2,083          | -              | -              | 2,500                        | 2,083         |
| Website Maintenance                       | 1,000          | 833            | -              | -              | 1,000                        | 833           |
| Contingency for Inflation                 | 4,106          | 3,422          | -              | -              | 4,106                        | 3,422         |
|   | <b>343,660</b> | <b>286,383</b> | <b>269,971</b> | <b>229,205</b> | <b>73,689</b>                | <b>16,412</b> |

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

**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**

# SHAKESPEARE BIRTHDAY CELEBRATIONS

At 31/01/2019

2018-19                      2017-18

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

**Budget 2018/19 Civic Expenditure increase on Christmas Activities from SBC S106 Agreement**

|                                       |  |  | 2018-19       | 2017-18       |
|---------------------------------------|--|--|---------------|---------------|
| <b>INCOME</b>                         |  |  |               |               |
| SBC - Income (Other)                  |  |  | 50,000        | 28,000        |
| SBC - Town Council Budget             |  |  | 25,000        | 25,000        |
| SBC - Friends Donations               |  |  | 180           | 570           |
| SBC - Friends Receptions              |  |  | -             | -             |
| SBC - Parade - Flags & Admin Fee      |  |  | 867           | 583           |
| SBC - Advertising Income              |  |  | -             | -             |
| SBC - Bank Interest                   |  |  | -             | -             |
| <b>Total Income</b>                   |  |  | <b>76,047</b> | <b>54,153</b> |
| <b>EXPENDITURE</b>                    |  |  |               |               |
| SBC - Expenditure                     |  |  | -             | -             |
| SBC - Shields Repairs & Maintenance   |  |  | 150           | 315           |
| SBC - Standard Replacements           |  |  | -             | 97            |
| SBC - Flag Poles                      |  |  | 4,765         | 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            |  |  | 22,500        | -             |
| SBC - Miscellaneous Expenses          |  |  | 12,530        | 9,285         |
| 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           |
| <b>Total Expenditure</b>              |  |  | <b>64,792</b> | <b>37,262</b> |
| <b>NET Surplus (Deficit) for Year</b> |  |  | <b>11,254</b> | <b>16,892</b> |

|  |  |  |               |  |
|--|--|--|---------------|--|
| <b>SBC - including Opening Balance</b> |  |  | <b>82,407</b> |  |
|--|--|--|---------------|--|