

At 31/07/2018

Month

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Barclays Business Current Account	£	51,626	Cemetery Land & Building Reserve	£	30,000
Barclays Debit Card Account	£	473	Christmas Festival Reserve	£	13,086
CCLA Public Sector Deposit Fund	£	172,831	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 31/07/2018	£	955,412	Shakespeare Birthday Celebrations	£	72,552

SUMMARISED INCOME & EXPENDITURE ACCOUNT

At 31/07/2018

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
INCOME						
Precept	496,472	165,491	165,491	160,468	(330,981)	-
Council Tax Reduction Grant	9,430	3,143	3,143	5,093	(6,287)	-
Market & Christmas Festival [Net]	39,047	13,015	24,951	(5,980)	(14,096)	11,936
Rents [Net]	7,775	2,592	7,566	1,345	(209)	4,974
Interest on Investments	19,224	6,408	2,979	5,590	(16,245)	(3,429)
Interest on Bank Accounts	350	117	120	114	(230)	3
Income from Sale of Assets	-	-	-	63	-	-
River Mooring [Net]	625	208	800	350	175	592
Grant - Neighbourhood Plan	-	-	-	-	-	-
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	5,065	1,689	3,767	3,351	(1,298)	2,078
Reserves for Localism Project (NDP)	-	-	4,468	-	4,468	4,468
Further Funding from Reserves	47,774	15,925	-	-	(47,774)	(15,925)
	625,762	208,588	213,285	170,395	(412,477)	4,697
EXPENDITURE						
Operational & Administrative Expenses	343,660	114,553	109,652	96,462	234,008	4,901
Miscellaneous Expenses	2,761	920	254	1,022	2,507	666
Civic Expenditure	89,126	29,709	16,343	18,589	72,783	13,366
Cemetery [Net]	96,496	32,166	37,370	7,110	59,126	(5,204)
Tranquility Garden [Net]	(7,300)	(2,433)	(2,051)	(1,124)	(5,249)	(382)
Hatton Rock	18,010	6,003	(3,487)	(2,437)	21,497	9,490
Holy Trinity Churchyard	2,500	833	-	46	2,500	833
Special Projects and Grants	92,964	30,988	33,595	5,256	59,369	(2,607)
Allotment [Net]	(155)	(52)	466	(17)	(621)	(518)
	638,062	212,687	192,143	124,908	445,919	20,544
NET Surplus (Deficit)	(12,300)	(4,099)	21,142	45,487	33,442	25,241

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 31/07/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Lettings	38,262	12,754	16,378	15,354	(21,884)	3,624
Sundry Income	833	278	22	152	(811)	(256)
	39,095	13,032	16,399	15,505	(22,695)	3,367
EXPENDITURE						
Personnel	25,135	8,378	9,623	10,283	15,512	(1,245)
Security Personnel	2,000	667	475	698	1,525	192
PRS and Licences	385	128	686	-	(301)	(558)
Marketing, Publicity & Special Projects	1,500	500	-	-	1,500	500
Other Costs	500	167	-	7	500	167
Travel	350	117	68	80	282	49
Cleaning & Laundry	3,600	1,200	1,018	1,159	2,582	182
Operating Equipment	300	100	761	(71)	(461)	(661)
Contingency for Inflation	259	86				
	34,030	11,343	12,632	12,155	21,398	(1,289)
NET INCOME	5,065	1,689	3,767	3,351	(1,298)	2,078

CIVIC EXPENDITURE
At 31/07/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
Mayor's Allowance	6,500	2,167	1,942	1,943	4,558	225
Mayor's Traveling	5,000	1,667	2,046	2,179	2,954	(379)
Civic Insignia	1,500	500	90	256	1,410	410
Receptions (Formal & Informal)	6,000	2,000	1,931	4,621	4,069	69
SBC - Town Council only	25,000	8,333	8,333	8,333	16,667	-
Christmas Activities	2,000	667	-	-	2,000	667
Festivals & Events - HODS	2,000	667	651	-	1,349	16
Event Security	30,000	10,000	150	-	29,850	9,850
Contingency (Events tbc)	5,000	1,667	-	-	5,000	1,667
Honoraria inc photographic	3,176	1,059	802	757	2,374	257
Printing & Stationery	500	167	4	205	496	163
Floral Decorations	650	217	195	295	455	22
National Mourning Protocol	200	67	-	-	200	67
Civic Gifts	100	33	109	-	(9)	(76)
Civic Robes	1,500	500	90	-	1,410	410
	89,126	29,709	16,343	18,589	72,783	13,366

HATTON ROCK**At 31/07/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/07/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Rent	12,366	4,122	(2,244)	(2,676)	14,610	6,366
Rates	4,368	1,456	(555)	614	4,923	2,011
Insurance	135	45	(70)	51	205	115
Heating & Lighting	41	14	130	(22)	(89)	(116)
Service Costs	750	250	(757)	(415)	1,507	1,007
Sundry Expenses	350	117	10	10	340	107
	18,010	6,003	(3,487)	(2,437)	21,497	9,490

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

ALLOTMENTS - PARK ROAD**At 31/07/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/07/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Tenancy Rental	165	55	33	17	(132)	(22)
	165	55	33	17	(132)	(22)
EXPENDITURE						
Lease	10	3	-	-	10	3
Set up & Maintenance Costs	-	-	499	-	(499)	(499)
	10	3	499	-	(489)	(496)
NET EXPENDITURE	(155)	(52)	466	(17)	(621)	(518)

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

TRANQUILITY GARDEN**At 31/07/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/07/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	6,150	2,050	2,130	2,642	(4,020)	80
Memorial Fees	6,150	2,050	840	829	(5,310)	(1,210)
	12,300	4,100	2,970	3,471	(9,330)	(1,130)
EXPENDITURE						
Maintenance & Development Costs	5,000	1,667	919	2,346	4,081	748
	5,000	1,667	919	2,346	4,081	748
NET EXPENDITURE	(7,300)	(2,433)	(2,051)	(1,124)	(5,249)	(382)

CEMETERY**At 31/07/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/07/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	49,464	16,488	11,395	30,240	(38,069)	(5,093)
Memorial Fees	7,074	2,358	2,710	3,601	(4,364)	352
Sundry Income (Seating/Trees/Transfers)	400	133	200	330	(200)	67
	56,938	18,979	14,305	34,171	(42,633)	(4,674)
EXPENDITURE						
Management Charge	119,143	39,714	41,626	33,992	77,517	(1,912)
Rates and Water Rates	3,791	1,264	1,589	1,143	2,202	(325)
General Ground Maintenance	8,100	2,700	1,195	1,491	6,905	1,505
Repairs & Maintenance	50	17	425	-	(375)	(408)
Telephone	650	217	163	155	487	54
Heating & Lighting	543	181	(79)	(93)	622	260
Vehicle Expenses	4,000	1,333	1,354	1,057	2,646	(21)
Equipment	7,550	2,517	4,441	987	3,109	(1,924)
Health & Safety	250	83	-	-	250	83
Grave Excavation	4,750	1,583	760	1,520	3,990	823
Travel & Subsistence	520	173	202	218	318	(28)
Sundry Seating & Trees	600	200	-	810	600	200
Contingency for Inflation	987	329	-	-	987	329
Vehicle Replacement Contingency	2,500	833	-	-	2,500	833
	153,434	51,145	51,675	41,281	101,759	(530)
NET EXPENDITURE	96,496	32,166	37,370	7,110	59,126	(5,204)

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

HOLY TRINITY CHURCHYARD / GARDEN OF REMEMBRANCE**At 31/07/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/07/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Special Repairs and Maintenance	2,500	833	-	46	2,500	833
	2,500	833	-	46	2,500	833

MISCELLANEOUS EXPENSES
At 31/07/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
Gen Maintenance of Street Furniture	312	104	-	-	312	104
Rother Street Clock Tower	220	73	28	30	192	46
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	2,229	743	227	992	2,002	516
	2,761	920	254	1,022	2,507	666

MARKET & CHRISTMAS FESTIVAL
At 31/07/2018

INCOME	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market	138,142	46,047	67,775	27,212	(70,367)	21,728
Christmas Festival	-	-	-	-	-	-
	138,142	46,047	67,775	27,212	(70,367)	21,728
EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market - District Council Share	82,885	27,628	40,665	32,654	42,220	(13,037)
Market - Tripartite Expenses	2,763	921	2,159	538	604	(1,238)
Christmas Festival	13,447	4,482	-	-	13,447	4,482
	99,095	33,032	42,824	33,191	56,271	(9,793)
NET INCOME	39,047	13,015	24,951	(5,980)	(14,096)	11,936

SPECIAL PROJECTS AND GRANTS
At 31/07/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	55,500	18,500	-	-	55,500	18,500
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	25,337	8,446	25,037	-	300	(16,591)
Stratforward - BID Levy	727	242	700	700	27	(457)
Localism Project (NDP)	-	-	4,468	1,095	(4,468)	(4,468)
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	3,667	3,390	3,462	7,610	276
Great British Spring Clean	400	133	-	-	400	133
	92,964	30,988	33,595	5,256	59,369	(2,607)

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/07/2018	2018-19	2017-18	Annual Budget	YTD Budget
Salaries Wages and Related Costs	221,546	73,849	62,410	59,166	159,136	11,438
Avon Planning Services	4,080	1,360	1,020	1,700	3,060	340
Neighbourhood Development Plan Monitoring	2,000	667	-	-	2,000	667
Equipment Rental	2,000	667	635	1,044	1,365	32
Office Equipment & Furniture & Stationery	5,400	1,800	904	1,151	4,496	896
Telephones	2,200	733	682	891	1,518	51
Postage & Carriage	1,500	500	493	893	1,007	7
Alarm Call Out	2,104	701	139	335	1,965	563
Travel and Subsistence	250	83	73	49	177	11
Borough Records	350	117	-	-	350	117
Payroll Services	3,400	1,133	450	890	2,950	683
Councillor & Staff Training	2,275	758	515	555	1,760	243
Recruitment	1,500	500	172	978	1,328	328
Newspapers	37	12	13	11	24	(1)
IT	4,800	1,600	3,259	3,013	1,541	(1,659)
Rates	26,675	8,892	11,021	8,615	15,654	(2,130)
Heating & Lighting	7,525	2,508	1,488	1,626	6,037	1,020
STC Meeting & Expenses & Subsistence	1,000	333	323	357	677	10
Gen Repairs, Maint & Sundry	10,500	3,500	8,638	2,986	1,862	(5,138)
Health & Safety	1,500	500	-	-	1,500	500
Combined Insurance Policy	15,420	5,140	5,132	(355)	10,288	8
Bank Charges & Interest	1,000	333	(128)	307	1,128	461
Audit Fee	5,390	1,797	4,000	3,700	1,390	(2,203)
Professional Fees	10,000	3,333	7,125	6,100	2,876	(3,791)
Subscriptions	1,602	534	901	2,084	701	(367)
Advertising & Publicity	1,000	333	-	-	1,000	333
Lift Maintenance Contract	1,000	333	386	368	614	(53)
Election Exp (Inc Polls/Pro Challenges)	2,500	833	-	-	2,500	833
Website Maintenance	1,000	333	-	-	1,000	333
Contingency for Inflation	4,106	1,369	-	-	4,106	1,369
	343,660	114,553	109,652	96,462	234,008	4,901

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

SHAKESPEARE BIRTHDAY CELEBRATIONS
At 31/07/2018
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	315
SBC - Standard Replacements			-	-
SBC - Flag Poles			4,520	3,430
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	36,715
NET Surplus (Deficit) for Year			1,399	17,219

SBC - including Opening Balance			72,552	
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