

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

Debtors	£	17,664
Short Term Investments	£	960,554
Cash at Bank and In Hand	£	26,535
	£	<u>1,004,753</u>

**Less Current Liabilities**

Creditors	£	(39,237)
Restricted Funds (excluding CIL)	£	(16,111)
Community Infrastructure Levy (CIL)	£	(2,190)
	£	<u>(57,538)</u>

**Net Current Assets**

	£	<u><b>947,215</b></u>
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**Financed by:**

Year To Date Surplus/(Deficit)	£	153,918
General Reserve	£	520,714
Designated Reserves (excluding SBC)	£	236,369
Shakespeare Birthday Celebrations (SBC) balance	£	36,213
	£	<u><b>947,215</b></u>

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

**INVESTMENTS & BANK**

At 31/05/2019

CCLA Public Sector Deposit Fund	£	173,706
CCLA Local Authorities' Property Fund	£	250,000
Cambridge & Counties 3 Year Business Bonds	£	359,564
Cambridge & Counties 2 Year Business Bond	£	100,005
Cambridge & Counties Bank Savings Account	£	77,279
<b>Total Investments</b>	£	<u><b>960,554</b></u>

Barclays Business Current Account	£	25,969
Barclays Debit Card Account	£	428
Petty Cash	£	137
<b>Total Cash at Bank and in hand</b>	£	<u><b>26,535</b></u>

**RESERVES**

At 31/03/2019

Building Maintenance Reserve	£	150,860
Cemetery Land & Building Reserve	£	25,400
Allotment Reserve	£	27,162
Christmas Festival Reserve	£	9,298
Old Stratford and Drayton Reserve	£	1,650
Vehicle Replacement Reserve	£	12,500
Election Expenses Reserve	£	9,500
SBC Reserve	£	68,068
<b>Total Designated Reserves</b>	£	<u><b>304,437</b></u>

<b>General Reserve</b>	£	<u><b>520,714</b></u>
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<b>Community Infrastructure Levy (CIL)</b>	£	<u><b>2,190</b></u> At 31/05/2019
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<b>Total Reserves (incl. CIL)</b>	£	<u><u><b>827,342</b></u></u>
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**SUMMARISED INCOME & EXPENDITURE ACCOUNT**
**At 31/05/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Precept	505,452	84,242	<b>84,242</b>	82,745	(421,210)	(0)
Council Tax Reduction Grant	3,660	610	<b>610</b>	1,572	(3,050)	-
Market & Christmas Festival [Net]	39,917	6,653	<b>14,030</b>	11,818	(25,888)	7,377
Rents [Net]	7,775	1,296	<b>7,566</b>	7,566	(209)	6,270
Interest on Investments	21,952	3,659	<b>53</b>	42	(21,899)	(3,606)
Interest on Bank Accounts	360	60	-	43	(360)	(60)
Income from Sale of Assets	-	-	-	-	-	-
River Mooring [Net]	625	104	<b>216</b>	-	(409)	112
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	7,165	1,194	<b>(1,441)</b>	4,327	(8,606)	(2,635)
Funding from Reserves	148,551	24,759	-	938	(148,551)	(24,759)
	<b>735,457</b>	<b>122,577</b>	<b>105,276</b>	<b>109,049</b>	<b>(630,182)</b>	<b>(17,301)</b>
<b>EXPENDITURE</b>						
Operational & Administrative Expenses	395,736	65,956	<b>53,196</b>	47,967	342,541	12,760
Civic Expenditure	89,022	14,837	<b>12,265</b>	4,692	76,757	2,572
Cemetery [Net]	133,443	22,240	<b>27,049</b>	19,422	106,393	(4,809)
Holy Trinity Churchyard & Garden of Remembrance	2,500	417	-	-	2,500	417
Tranquility Garden [Net]	(3,167)	(528)	<b>(2,645)</b>	(2,010)	(522)	2,117
Allotments [Net]	(161)	(27)	-	-	(161)	(27)
Hatton Rock	19,293	3,216	<b>3,712</b>	4,027	15,581	(496)
Initiatives, Projects and Grants	102,041	17,007	<b>709</b>	1,864	101,332	16,298
	<b>738,707</b>	<b>123,118</b>	<b>94,286</b>	<b>75,962</b>	<b>644,421</b>	<b>28,832</b>
<b>NET Surplus / (Deficit)</b>	<b>(3,250)</b>	<b>(541)</b>	<b>10,990</b>	<b>33,087</b>	<b>14,240</b>	<b>11,531</b>

Budget 2019/20 Expenditure increase from General Reserves F&S Minute 70 12.3.19

**MARKET & CHRISTMAS FESTIVAL****At 31/05/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget 2019-20</b>	<b>YTD Budget At 31/05/2019</b>	<b>YTD Actuals 2019-20</b>	<b>YTD Previous 2018-19</b>	<b>YTD Actuals To</b>	
					<b>Annual Budget</b>	<b>YTD Budget</b>
<b>INCOME</b>						
Market	140,295	23,383	35,074	33,888	(105,221)	11,691
Christmas Festival	-	-	-	-	-	-
	<b>140,295</b>	<b>23,383</b>	<b>35,074</b>	<b>33,888</b>	<b>(105,221)</b>	<b>11,691</b>
<b>EXPENDITURE</b>						
Market - District Council Share	84,177	14,030	21,044	20,333	63,133	(7,015)
Market - Tripartite Expenses	2,806	468	-	1,737	2,806	468
Christmas Festival	13,395	2,233	-	-	13,395	2,233
	<b>100,378</b>	<b>16,730</b>	<b>21,044</b>	<b>22,070</b>	<b>79,334</b>	<b>(4,315)</b>
<b>NET INCOME</b>	<b>39,917</b>	<b>6,653</b>	<b>14,030</b>	<b>11,818</b>	<b>(25,888)</b>	<b>7,377</b>

**TOWN HALL COMMERCIAL MANAGEMENT****At 31/05/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget 2019-20</b>	<b>YTD Budget At 31/05/2019</b>	<b>YTD Actuals 2019-20</b>	<b>YTD Previous 2018-19</b>	<b>YTD Actuals To</b>	
					<b>Annual Budget</b>	<b>YTD Budget</b>
<b>INCOME</b>						
Lettings (excluding Deferred Income)	41,633	6,939	5,823	10,020	(35,810)	(1,116)
Sundry Income	55	9	75	9	20	66
	<b>41,688</b>	<b>6,948</b>	<b>5,898</b>	<b>10,029</b>	<b>(35,790)</b>	<b>(1,050)</b>
<b>EXPENDITURE</b>						
Personnel	25,688	4,281	4,564	4,582	21,124	(283)
Security Personnel	793	132	229	-	565	(97)
Cleaning & Laundry	3,600	600	487	321	3,113	113
PRS and Licences	1,019	170	2,006	686	(986)	(1,836)
Operating Equipment	800	133	-	82	800	133
Travel & Subsistence	350	58	53	32	297	5
Marketing, Publicity & Special Projects	1,500	250	-	-	1,500	250
Other Costs	500	83	-	-	500	83
Contingency for Inflation	272	45	-	-	-	-
	<b>34,523</b>	<b>5,754</b>	<b>7,339</b>	<b>5,702</b>	<b>27,184</b>	<b>(1,585)</b>
<b>NET INCOME</b>	<b>7,165</b>	<b>1,194</b>	<b>(1,441)</b>	<b>4,327</b>	<b>(8,606)</b>	<b>(2,635)</b>

**OPERATIONAL & ADMINISTRATION**
**At 31/05/2019**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
Rother Street Clock Tower	220	37	12	16	208	25
STC Meeting Expenses & Subsistence	1,000	167	-	3	1,000	167
Travel and Subsistence	250	42	58	73	192	(16)
Borough Records	350	58	-	-	350	58
Salaries Wages and Related Costs	195,976	32,663	33,394	29,324	162,583	(731)
Recruitment	1,500	250	137	-	1,363	113
Advertising & Publicity	1,000	167	-	-	1,000	167
Office Equipment & Furniture & Stationery	5,400	900	744	447	4,656	156
Equipment Rental	2,274	379	262	432	2,012	117
Combined Insurance Policy	18,000	3,000	1,914	2,629	16,086	1,086
Telephones	2,200	367	349	329	1,851	18
Postage & Carriage	1,500	250	389	(2)	1,111	(139)
Avon Planning Services	4,080	680	1,020	680	3,060	(340)
Neighbourhood Plan Monitoring & Review	2,000	333	120	-	1,880	213
Subscriptions	1,658	276	802	846	856	(526)
Professional Fees	13,250	2,208	1,175	245	12,075	1,033
Audit Fees	5,585	931	-	-	5,585	931
Payroll Services	3,400	567	450	-	2,950	117
Health & Safety	1,500	250	-	-	1,500	250
Councillor & Staff Training	3,565	594	150	490	3,415	444
IT	7,081	1,180	3,183	3,097	3,898	(2,003)
Website Maintenance	1,000	167	75	-	925	92
Bank Charges & Interest	1,000	167	138	142	862	29
Newspapers	40	7	6	7	35	1
Rates & Water Rates	27,609	4,601	4,259	6,389	23,350	343
Heating & Lighting	7,788	1,298	868	50	6,920	430
General Repairs, Maintenance & Sundry	52,500	8,750	3,286	2,385	49,214	5,464
Alarm & CCTV Call Out	2,177	363	-	-	2,177	363
Lift Maintenance Contract	1,000	167	405	386	595	(239)
Election Exp (Inc Polls/Pro Challenges)	20,000	3,333	-	-	20,000	3,333
Contingency for Inflation	10,832	1,805	-	-	10,832	1,805
	<b>395,736</b>	<b>65,956</b>	<b>53,196</b>	<b>47,967</b>	<b>342,541</b>	<b>12,760</b>

**Budget 2019/20 Expenditure increase for Professional Fees from General Reserves F&S Minute 70 12.3.19**

**Additional Town Hall Maintenance Expenditure and Fees to be funded by virement from Building Maintenance Reserve at Year End F&S Minute 27 11.9.18 & 69 12.3.19**

**Contingency for Inflation increased from Final Draft Budget 2019-20 amount to correct Budget Total error**

**CIVIC EXPENDITURE**

**At 31/05/2019**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
Mayor's Allowance	6,500	1,083	2,124	1,919	4,376	(1,041)
Mayor's Traveling	5,000	833	1,316	1,161	3,684	(483)
Civic Insignia	1,500	250	162	68	1,339	89
Receptions (Formal & Informal)	6,000	1,000	2,391	1,050	3,609	(1,391)
Honoraria inc photographic	3,272	545	-	-	3,272	545
Printing & Stationery	500	83	209	-	291	(126)
Floral Decorations	650	108	215	195	435	(107)
Civic Robes	1,500	250	501	90	999	(251)
Civic Gifts	100	17	61	58	39	(44)
SBC - Town Council funding contribution	25,000	4,167	-	-	25,000	4,167
Christmas Activities	2,000	333	-	-	2,000	333
Festivals & Events - HODS	2,000	333	-	-	2,000	333
Contingency (Events tbc)	5,000	833	-	-	5,000	833
National Mourning Protocol	-	-	-	-	-	-
Event Security	30,000	5,000	5,285	150	24,715	(285)
	<b>89,022</b>	<b>14,837</b>	<b>12,265</b>	<b>4,692</b>	<b>76,757</b>	<b>2,572</b>

**CEMETERY****At 31/05/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Purchase & Interment Fees	37,332	6,222	8,390	5,545	(28,942)	2,168
Memorial Fees	7,832	1,305	2,445	1,370	(5,387)	1,140
Sundry Income (Seating/Trees/Transfers)	400	67	80	160	(320)	13
	<b>45,563</b>	<b>7,594</b>	<b>10,915</b>	<b>7,075</b>	<b>(34,648)</b>	<b>3,321</b>
<b>EXPENDITURE</b>						
Management Charge	136,457	22,743	20,474	19,119	115,983	2,269
Rates	3,924	654	710	855	3,213	(57)
General Ground Maintenance	17,500	2,917	14,193	1,135	3,307	(11,276)
Repairs & Maintenance	50	8	-	-	50	8
Telephone	650	108	95	67	555	13
Heating & Lighting	562	94	(675)	-	1,237	769
Vehicle Expenses	3,719	620	1,279	859	2,440	(659)
Equipment	7,000	1,167	935	4,226	6,065	232
Health & Safety	250	42	-	-	250	42
Grave Excavation	3,585	597	570	190	3,015	27
Travel & Subsistence	855	142	80	46	775	63
Sundry Seating & Trees	600	100	304	-	296	(204)
Contingency for Inflation	1,354	226	-	-	1,354	226
Vehicle Replacement Contingency	2,500	417	-	-	2,500	417
	<b>179,006</b>	<b>29,834</b>	<b>37,964</b>	<b>26,497</b>	<b>141,042</b>	<b>(8,130)</b>
<b>NET EXPENDITURE</b>	<b>133,443</b>	<b>22,240</b>	<b>27,049</b>	<b>19,422</b>	<b>106,393</b>	<b>(4,809)</b>

**HOLY TRINITY CHURCHYARD & GARDEN OF REMEMBRANCE****At 31/05/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>EXPENDITURE</b>						
Special Repairs and Maintenance	2,500	417	-	-	2,500	417
	<b>2,500</b>	<b>417</b>	<b>-</b>	<b>-</b>	<b>2,500</b>	<b>417</b>

**TRANQUILITY GARDEN**
**At 31/05/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Purchase & Interment Fees	5,860	977	1,169	1,380	(4,691)	192
Memorial Fees	2,307	385	1,518	630	(790)	1,133
	<b>8,167</b>	<b>1,361</b>	<b>2,686</b>	<b>2,010</b>	<b>(5,481)</b>	<b>1,325</b>
<b>EXPENDITURE</b>						
Maintenance & Development Costs	5,000	833	41	-	4,959	792
	<b>5,000</b>	<b>833</b>	<b>41</b>	<b>-</b>	<b>4,959</b>	<b>792</b>
<b>NET EXPENDITURE</b>	<b>(3,167)</b>	<b>(528)</b>	<b>(2,645)</b>	<b>(2,010)</b>	<b>(522)</b>	<b>2,117</b>

Budget 2019/20 Income expected to exceed Expenditure

**ALLOTMENTS - PARK ROAD**
**At 31/05/2019**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2019-20	YTD Budget At 31/05/2019	YTD Actuals 2019-20	YTD Previous 2018-19	YTD Actuals To Annual Budget	YTD Budget
<b>INCOME</b>						
Tenancy Rental	171	29	-	-	(171)	(29)
	<b>171</b>	<b>29</b>	<b>-</b>	<b>-</b>	<b>(171)</b>	<b>(29)</b>
<b>EXPENDITURE</b>						
Lease	10	2	-	-	10	2
Set up & Maintenance Costs	-	-	-	-	-	-
	<b>10</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>10</b>	<b>2</b>
<b>NET EXPENDITURE</b>	<b>(161)</b>	<b>(27)</b>	<b>-</b>	<b>-</b>	<b>(161)</b>	<b>(27)</b>

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

**HATTON ROCK****At 31/05/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget 2019-20</b>	<b>YTD Budget At 31/05/2019</b>	<b>YTD Actuals 2019-20</b>	<b>YTD Previous 2018-19</b>	<b>YTD Actuals To Annual Budget</b>	<b>YTD Budget</b>
<b>EXPENDITURE</b>						
Rent	13,490	2,248	3,155	3,155	10,335	(907)
Rates	4,521	754	745	872	3,776	9
Insurance	140	23	-	-	140	23
Heating & Lighting	42	7	1	-	41	6
Service Costs	750	125	(188)	-	938	313
Sundry Expenses	350	58	-	-	350	58
	<b>19,293</b>	<b>3,216</b>	<b>3,712</b>	<b>4,027</b>	<b>15,581</b>	<b>(496)</b>

**INITIATIVES, PROJECTS AND GRANTS****At 31/05/2019**

	<b>BUDGET</b>		<b>ACTUALS</b>		<b>VARIANCE - Surplus (Deficit)</b>	
	<b>Annual Budget 2019-20</b>	<b>YTD Budget At 31/05/2019</b>	<b>YTD Actuals 2019-20</b>	<b>YTD Previous 2018-19</b>	<b>YTD Actuals To Annual Budget</b>	<b>YTD Budget</b>
<b>EXPENDITURE</b>						
Special Projects & Grants - Over £20K	60,000	10,000	-	-	60,000	10,000
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	28,087	4,681	-	-	28,087	4,681
Stratforward - BID Levy	725	121	709	700	16	(588)
Localism Project (NDP) - to Nov 2018	-	-	-	938	-	-
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	1,833	-	-	11,000	1,833
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	2,229	372	-	227	2,229	372
	<b>102,041</b>	<b>17,007</b>	<b>709</b>	<b>1,864</b>	<b>101,332</b>	<b>16,298</b>



**SHAKESPEARE BIRTHDAY CELEBRATIONS**
**At 31/05/2019**

			2019-20	2018-19
SBC - S106 Agreement (Balance)			7,933	
SBC - Opening Balance (B/fwd from 2017-18)			68,068	
<b>INCOME</b>				
SBC - Income (Other)			-	-
SBC - Town Council Budget			-	-
SBC - Friends Donations			100	80
SBC - Friends Receptions			-	-
SBC - Parade - Flags & Admin Fee			2,542	867
SBC - Advertising Income			-	-
SBC - Bank Interest			-	-
<b>Total Income</b>			<b>2,642</b>	<b>947</b>
<b>EXPENDITURE</b>				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			-	150
SBC - Standard Replacements			-	-
SBC - Flag Poles			4,520	4,520
SBC - Insurance			-	-
SBC - Health & Safety			1,990	1,425
SBC - Traffic Management			11,166	3,364
SBC - Parade & Ceremony			8,193	8,951
SBC - Management Charges			5,633	6,395
SBC - Operational Expenses			-	7,500
SBC - Miscellaneous Expenses			1,306	1,877
SBC - Birthday Cake			-	1,400
SBC - Playmakers			-	-
SBC - Marketing			1,690	2,000
SBC - Bank Charges			-	-
SBC - Friends of Shakespeare			-	-
SBC - Friends of Shakespeare Launch			-	-
SBC - Friends Reception			-	-
<b>Total Expenditure</b>			<b>34,497</b>	<b>37,583</b>
<b>NET Surplus (Deficit) for Year</b>			<b>(31,856)</b>	<b>(36,636)</b>
<b>SBC - including Opening Balance</b>			<b>36,213</b>	