

At 31/05/2018

Month

2

Barclays Business Current Account	£	30,347	Cemetery Land & Building Reserve	£	30,000
Barclays Debit Card Account	£	520	Christmas Festival Reserve	£	13,086
CCLA Public Sector Deposit Fund	£	272,615	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 31/05/2018	£	1,033,965	Shakespeare Birthday Celebrations	£	34,517

SUMMARISED INCOME & EXPENDITURE ACCOUNT

At 31/05/2018

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Precept	496,472	82,745	82,745	80,234	(413,727)	-
Council Tax Reduction Grant	9,430	1,572	1,572	2,547	(7,858)	-
Market & Christmas Festival [Net]	39,047	6,508	11,818	(16,864)	(27,229)	5,310
Rents [Net]	7,775	1,296	7,566	-	(209)	6,270
Interest on Investments	19,224	3,204	42	2,684	(19,182)	(3,162)
Interest on Bank Accounts	350	58	43	60	(307)	(16)
Income from Sale of Assets	-	-	-	63	-	-
River Mooring	625	104	-	350	(625)	(104)
Grant - Neighbourhood Plan	-	-	-	-	-	-
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	5,065	844	4,327	3,529	(738)	3,483
Reserves for Tranquility Garden & NDP	-	-	938	934	938	938
Further Funding from Reserves	47,774	7,962	-	-	(47,774)	(7,962)
	625,762	104,293	109,049	73,537	(516,713)	4,756
EXPENDITURE						
Operational & Administrative Expenses	337,069	56,178	47,951	44,442	289,118	8,227
Miscellaneous Expenses	2,761	460	243	131	2,518	217
Civic Expenditure	89,126	14,854	4,692	31,891	84,434	10,162
Cemetery [Net]	91,008	15,168	19,422	(6,379)	71,586	(4,254)
Tranquility Garden [Net]	(7,300)	(1,217)	(2,010)	124	(5,290)	793
Hatton Rock	17,789	2,965	4,027	(3,716)	13,762	(1,062)
Holy Trinity Churchyard	2,500	417	-	-	2,500	417
Special Projects and Grants	92,964	15,494	1,637	1,510	91,327	13,857
Allotment [Net]	(155)	(26)	-	(17)	(155)	(26)
	625,762	104,293	75,962	67,985	549,800	28,331
NET Surplus (Deficit)	-	-	33,087	5,552	33,087	33,087

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Lettings	38,262	6,377	10,020	9,506	(28,242)	3,643
Sundry Income	833	139	9	138	(824)	(130)
	39,095	6,516	10,029	9,643	(29,066)	3,513
EXPENDITURE						
Personnel	25,135	4,189	4,582	5,212	20,553	(393)
Security Personnel	2,000	333	-	308	2,000	333
PRS and Licences	385	64	686	-	(301)	(622)
Marketing, Publicity & Special Projects	1,500	250	-	-	1,500	250
Other Costs	500	83	-	-	500	83
Travel	350	58	32	44	318	26
Cleaning & Laundry	3,600	600	321	551	3,279	279
Operating Equipment	300	50	82	-	218	(32)
Contingency for Inflation	259	43				
	34,030	5,672	5,702	6,114	28,327	(30)
NET INCOME	5,065	844	4,327	3,529	(738)	3,483

CIVIC EXPENDITURE
At 31/05/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/05/2018	2018-19	2017-18	Annual Budget	YTD Budget
Mayor's Allowance	6,500	1,083	1,919	2,167	4,581	(836)
Mayor's Traveling	5,000	833	1,161	969	3,839	(328)
Civic Insignia	1,500	250	68	221	1,432	182
Receptions (Formal & Informal)	6,000	1,000	1,050	3,034	4,950	(50)
SBC - Town Council only	25,000	4,167	-	25,000	25,000	4,167
Christmas Activities	2,000	333	-	-	2,000	333
Festivals & Events - HODS	2,000	333	-	-	2,000	333
Event Security	30,000	5,000	150	-	29,850	4,850
Contingency (Events tbc)	5,000	833	-	-	5,000	833
Honoraria inc photographic	3,176	529	-	-	3,176	529
Printing & Stationery	500	83	-	205	500	83
Floral Decorations	650	108	195	295	455	(87)
National Mourning Protocol	200	33	-	-	200	33
Civic Gifts	100	17	58	-	42	(41)
Civic Robes	1,500	250	90	-	1,410	160
	89,126	14,854	4,692	31,891	84,434	10,162

HATTON ROCK**At 31/05/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To	
EXPENDITURE					Annual Budget	YTD Budget
Rent	12,366	2,061	3,155	(3,575)	9,211	(1,094)
Rates	4,147	691	872	307	3,275	(181)
Insurance	135	23	-	51	135	23
Heating & Lighting	41	7	-	(22)	41	7
Service Costs	750	125	-	(478)	750	125
Sundry Expenses	350	58	-	-	350	58
	17,789	2,965	4,027	(3,716)	13,762	(1,062)

ALLOTMENTS - PARK ROAD**At 31/05/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To	
INCOME					Annual Budget	YTD Budget
Tenancy Rental	165	28	-	17	(165)	(28)
	165	28	-	17	(165)	(28)
EXPENDITURE						
Lease	10	2	-	-	10	2
Set up & Maintenance Costs	-	-	-	-	-	-
	10	2	-	-	10	2
NET EXPENDITURE						
	(155)	(26)	-	(17)	(155)	(26)

TRANQUILITY GARDEN**At 31/05/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To	
INCOME					Annual Budget	YTD Budget
Purchase & Interment Fees	6,150	1,025	1,380	1,317	(4,770)	355
Memorial Fees	6,150	1,025	630	(239)	(5,520)	(395)
	12,300	2,050	2,010	1,078	(10,290)	(40)
EXPENDITURE						
Maintenance & Development Costs	5,000	833	-	1,201	5,000	833
	5,000	833	-	1,201	5,000	833
NET EXPENDITURE						
	(7,300)	(1,217)	(2,010)	124	(5,290)	793

CEMETERY**At 31/05/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	49,464	8,244	5,545	22,463	(43,919)	(2,699)
Memorial Fees	7,074	1,179	1,370	2,322	(5,704)	191
Sundry Income (Seating/Trees/Transfers)	400	67	160	109	(240)	93
	56,938	9,490	7,075	24,894	(49,863)	(2,415)
EXPENDITURE						
Management Charge	119,143	19,857	19,119	15,161	100,024	739
Rates and Water Rates	3,446	574	855	572	2,591	(280)
General Ground Maintenance	3,500	583	1,135	145	2,365	(552)
Repairs & Maintenance	50	8	-	-	50	8
Telephone	650	108	67	87	583	41
Heating & Lighting	-	-	-	-	-	-
Vehicle Expenses	4,000	667	859	685	3,141	(193)
Equipment	7,550	1,258	4,226	578	3,324	(2,968)
Health & Safety	250	42	-	-	250	42
Grave Excavation	4,750	792	190	570	4,560	602
Travel & Subsistence	520	87	46	88	474	40
Sundry Seating & Trees	600	100	-	630	600	100
Contingency for Inflation	987	165	-	-	987	165
Vehicle Replacement Contingency	2,500	417	-	-	2,500	417
	147,946	24,658	26,497	18,515	121,449	(1,839)
NET EXPENDITURE	91,008	15,168	19,422	(6,379)	71,586	(4,254)

HOLY TRINITY CHURCHYARD / GARDEN OF REMEMBRANCE**At 31/05/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 31/05/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Special Repairs and Maintenance	2,500	417	-	-	2,500	417
	2,500	417	-	-	2,500	417

MISCELLANEOUS EXPENSES**At 31/05/2018**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/05/2018	2018-19	2017-18	Annual Budget	YTD Budget
Gen Maintenance of Street Furniture	312	52	-	-	312	52
Rother Street Clock Tower	220	37	16	30	204	21
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	2,229	372	227	101	2,002	145
	2,761	460	243	131	2,518	217

MARKET & CHRISTMAS FESTIVAL**At 31/05/2018**

INCOME	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/05/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market	138,142	23,024	33,888	-	(104,255)	10,864
Christmas Festival	-	-	-	-	-	-
	138,142	23,024	33,888	-	(104,255)	10,864
EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/05/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market - District Council Share	82,885	13,814	20,333	16,327	62,553	(6,518)
Market - Tripartite Expenses	2,763	461	1,737	538	1,026	(1,277)
Christmas Festival	13,447	2,241	-	-	13,447	2,241
	99,095	16,516	22,070	16,864	77,026	(5,554)
NET INCOME	39,047	6,508	11,818	(16,864)	(27,229)	5,310

SPECIAL PROJECTS AND GRANTS**At 31/05/2018**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/05/2018	2018-19	2017-18	Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	55,500	9,250	-	-	55,500	9,250
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	25,337	4,223	-	-	25,337	4,223
Stratforward - BID Levy	727	121	700	700	27	(578)
Localism Project	-	-	938	810	(938)	(938)
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	1,833	-	-	11,000	1,833
Great British Spring Clean	400	67	-	-	400	67
	92,964	15,494	1,637	1,510	91,327	13,857

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 31/05/2018	2018-19	2017-18	Annual Budget	YTD Budget
Salaries Wages and Related Costs	221,546	36,924	29,324	28,487	192,222	7,600
Avon Planning Services	4,080	680	680	1,020	3,400	-
Neighbourhood Development Plan Monitoring	2,000	333	-	-	2,000	333
Equipment Rental	2,000	333	432	735	1,568	(99)
Office Equipment & Furniture & Stationery	5,400	900	447	265	4,953	453
Telephones	2,200	367	329	616	1,871	38
Postage & Carriage	1,500	250	(2)	395	1,502	252
Alarm Call Out	2,104	351	-	250	2,104	351
Travel and Subsistence	250	42	73	49	177	(31)
Borough Records	350	58	-	-	350	58
Payroll Services	3,400	567	-	440	3,400	567
Councillor & Staff Training	2,275	379	490	300	1,785	(111)
Recruitment	1,500	250	-	806	1,500	250
Newspapers	37	6	7	6	30	(1)
IT	4,800	800	3,097	2,482	1,703	(2,297)
Rates	23,609	3,935	6,389	4,308	17,220	(2,455)
Heating & Lighting	4,000	667	50	286	3,950	617
STC Meeting & Expenses & Subsistence	1,000	167	3	210	998	164
Gen Repairs, Maint & Sundry	10,500	1,750	2,385	1,619	8,115	(635)
Health & Safety	1,500	250	-	-	1,500	250
Combined Insurance Policy	15,420	2,570	2,629	(355)	12,791	(59)
Bank Charges & Interest	1,000	167	142	128	858	25
Audit Fee	5,390	898	-	-	5,390	898
Professional Fees	10,000	1,667	245	-	9,755	1,422
Subscriptions	1,602	267	846	2,029	756	(579)
Advertising & Publicity	1,000	167	-	-	1,000	167
Lift Maintenance Contract	1,000	167	386	368	614	(219)
Election Exp (Inc Polls/Pro Challenges)	2,500	417	-	-	2,500	417
Website Maintenance	1,000	167	-	-	1,000	167
Contingency for Inflation	4,106	684	-	-	4,106	684
	337,069	56,178	47,951	44,442	289,118	8,227

SHAKESPEARE BIRTHDAY CELEBRATIONS

At 31/05/2018

			2018-19	2017-18
SBC - S106 Agreement (Balance)			11,362	
SBC - Opening Balance (B/fwd from 2017-18)			71,153	
INCOME				
SBC - Income (Other)			-	28,000
SBC - Town Council Budget			-	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			947	53,933
EXPENDITURE				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			150	315
SBC - Standard Replacements			-	-
SBC - Flag Poles			4,520	3,430
SBC - Insurance			-	355
SBC - Health & Safety			1,425	995
SBC - Traffic Management			3,364	1,850
SBC - Parade & Ceremony			8,951	10,206
SBC - Management Charges			6,395	8,477
SBC - Operational Expenses			7,500	-
SBC - Miscellaneous Expenses			1,877	8,600
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			-	313
Total Expenditure			37,583	34,541
NET Surplus (Deficit) for Year			(36,636)	19,393

SBC - including Opening Balance			34,517
--	--	--	---------------