

At 30/11/2018

Month

8

Barclays Business Current Account	£	81,656	Cemetery Land & Building Reserve	£	30,000
Barclays Debit Card Account	£	377	Christmas Festival Reserve	£	13,086
CCLA Public Sector Deposit Fund	£	173,249	Allotment Reserve	£	27,463
CCLA Local Authorities' Property Fund	£	250,000	Localism Project Reserve	£	35,205
Cambridge & Counties 3 Year Business Bonds	£	354,724	Building Maintenance Reserve	£	168,718
Cambridge & Counties 2 Year Business Bond	£	100,000	Other Designated Reserves	£	13,684
Cambridge & Counties 1 Year Business Bond	£	-	General Reserve	£	505,841
Cambridge & Counties Bank Savings Account	£	76,796	Total STC Reserves At 31/03/2018	£	793,997
Total Bank & Investments At 30/11/2018	£	1,036,802	Shakespeare Birthday Celebrations	£	72,552

SUMMARISED INCOME & EXPENDITURE ACCOUNT

At 30/11/2018

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Precept	496,472	330,981	330,981	320,937	(165,491)	-
Council Tax Reduction Grant	9,430	6,287	6,287	10,187	(3,143)	-
Market & Christmas Festival [Net]	39,047	26,032	36,331	27,775	(2,716)	10,299
Rents [Net]	7,775	5,183	7,566	2,691	(209)	2,383
Interest on Investments	19,224	12,816	9,014	10,725	(10,210)	(3,802)
Interest on Bank Accounts	350	233	224	200	(126)	(9)
Income from Sale of Assets	-	-	-	63	-	-
River Mooring [Net]	625	417	800	350	175	384
Sundry Income	-	-	-	-	-	-
Town Hall Commercial Management [Net]	5,065	3,377	1,672	3,163	(3,393)	(1,705)
Reserves for Localism Project (NDP)	-	-	9,138	-	9,138	9,138
Further Funding from Reserves	47,774	31,849	-	-	(47,774)	(31,849)
	625,762	417,175	402,014	376,090	(223,748)	(15,161)
EXPENDITURE						
Operational & Administrative Expenses	343,660	229,107	216,508	183,222	127,152	12,599
Miscellaneous Expenses	2,761	1,841	405	1,283	2,357	1,437
Civic Expenditure	92,555	61,703	45,417	40,182	47,138	16,286
Cemetery [Net]	96,496	64,330	74,223	54,929	22,273	(9,893)
Tranquility Garden [Net]	(7,300)	(4,867)	(5,067)	29,036	(2,233)	200
Hatton Rock	18,010	12,007	2,758	5,584	15,252	9,249
Holy Trinity Churchyard	2,500	1,667	2,658	258	(158)	(991)
Special Projects and Grants	92,964	61,976	81,417	72,748	11,547	(19,441)
Allotments [Net]	(155)	(103)	466	(17)	(621)	(569)
	641,491	427,661	418,785	387,226	222,706	8,876
NET Surplus (Deficit)	(15,729)	(10,486)	(16,772)	(11,136)	(1,043)	(6,286)

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 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Lettings	38,262	25,508	26,402	26,928	(11,860)	894
Sundry Income	833	555	35	615	(797)	(520)
	39,095	26,063	26,438	27,543	(12,657)	375
EXPENDITURE						
Personnel	25,135	16,757	17,783	19,673	7,353	(1,026)
Security Personnel	2,000	1,333	595	1,530	1,405	738
PRS and Licences	385	257	2,766	307	(2,381)	(2,509)
Marketing, Publicity & Special Projects	1,500	1,000	-	-	1,500	1,000
Other Costs	500	333	-	57	500	333
Travel	350	233	164	129	186	70
Cleaning & Laundry	3,600	2,400	2,588	2,728	1,012	(188)
Operating Equipment	300	200	869	(43)	(569)	(669)
Contingency for Inflation	259	173				
	34,030	22,686	24,765	24,380	9,264	(2,079)
NET INCOME	5,065	3,377	1,672	3,163	(3,393)	(1,705)

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

CIVIC EXPENDITURE
At 30/11/2018

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 30/11/2018	2018-19	2017-18	Annual Budget	YTD Budget
Mayor's Allowance	6,500	4,333	2,010	4,127	4,490	2,323
Mayor's Traveling	5,000	3,333	3,171	3,223	1,829	162
Civic Insignia	1,500	1,000	385	911	1,115	615
Receptions (Formal & Informal)	6,000	4,000	4,139	8,321	1,861	(139)
SBC - Town Council only	25,000	16,667	16,667	16,667	8,333	-
Christmas Activities	5,429	3,619	4,620	3,714	809	(1,001)
Festivals & Events - HODS	2,000	1,333	885	356	1,115	449
Event Security	30,000	20,000	11,581	-	18,419	8,419
Contingency (Events tbc)	5,000	3,333	17	820	4,983	3,317
Honoraria inc photographic	3,176	2,117	1,456	1,543	1,720	661
Printing & Stationery	500	333	4	205	496	329
Floral Decorations	650	433	195	295	455	238
National Mourning Protocol	200	133	25	-	175	108
Civic Gifts	100	67	140	-	(40)	(74)
Civic Robes	1,500	1,000	123	-	1,377	877
	92,555	61,703	45,417	40,182	47,138	16,286

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

HATTON ROCK**At 30/11/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Rent	12,366	8,244	2,252	4,294	10,114	5,992
Rates	4,368	2,912	1,193	1,229	3,175	1,719
Insurance	135	90	(70)	51	205	160
Heating & Lighting	41	27	130	(22)	(89)	(103)
Service Costs	750	500	(757)	22	1,507	1,257
Sundry Expenses	350	233	10	10	340	223
	18,010	12,007	2,758	5,584	15,252	9,249

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

ALLOTMENTS - PARK ROAD**At 30/11/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Tenancy Rental	165	110	33	17	(132)	(77)
	165	110	33	17	(132)	(77)
EXPENDITURE						
Lease	10	7	-	-	10	7
Set up & Maintenance Costs	-	-	499	-	(499)	(499)
	10	7	499	-	(489)	(492)
NET EXPENDITURE	(155)	(103)	466	(17)	(621)	(569)

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

TRANQUILITY GARDEN**At 30/11/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	6,150	4,100	4,395	5,764	(1,755)	295
Memorial Fees	6,150	4,100	1,730	3,006	(4,420)	(2,370)
	12,300	8,200	6,125	8,770	(6,175)	(2,075)
EXPENDITURE						
Maintenance & Development Costs	5,000	3,333	1,058	37,806	3,942	2,275
	5,000	3,333	1,058	37,806	3,942	2,275
NET EXPENDITURE	(7,300)	(4,867)	(5,067)	29,036	(2,233)	200

CEMETERY**At 30/11/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
INCOME						
Purchase & Interment Fees	49,464	32,976	22,217	52,684	(27,247)	(10,759)
Memorial Fees	7,074	4,716	5,355	7,380	(1,719)	639
Sundry Income (Seating/Trees/Transfers)	400	267	325	557	(75)	58
	56,938	37,959	27,897	60,621	(29,041)	(10,062)
EXPENDITURE						
Management Charge	119,143	79,429	84,139	72,115	35,004	(4,710)
Rates and Water Rates	3,791	2,527	3,057	2,286	734	(529)
General Ground Maintenance	8,100	5,400	2,556	30,965	5,544	2,844
Repairs & Maintenance	50	33	596	265	(546)	(563)
Telephone	650	433	343	331	307	90
Heating & Lighting	543	362	170	331	373	192
Vehicle Expenses	4,000	2,667	2,358	1,947	1,642	309
Equipment	7,550	5,033	6,317	2,541	1,233	(1,283)
Health & Safety	250	167	-	-	250	167
Grave Excavation	4,750	3,167	1,900	3,230	2,850	1,267
Travel & Subsistence	520	347	377	402	143	(30)
Sundry Seating & Trees	600	400	308	1,135	292	92
Contingency for Inflation	987	658	-	-	987	658
Vehicle Replacement Contingency	2,500	1,667	-	-	2,500	1,667
	153,434	102,289	102,120	115,550	51,314	170
NET EXPENDITURE	96,496	64,330	74,223	54,929	22,273	(9,893)

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

HOLY TRINITY CHURCHYARD / GARDEN OF REMEMBRANCE**At 30/11/2018**

	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget 2018-19	YTD Budget At 30/11/2018	YTD Actuals 2018-19	YTD Previous 2017-18	YTD Actuals To Annual Budget	YTD Budget
EXPENDITURE						
Special Repairs and Maintenance	2,500	1,667	2,658	258	(158)	(991)
	2,500	1,667	2,658	258	(158)	(991)

MISCELLANEOUS EXPENSES**At 30/11/2018**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 30/11/2018	2018-19	2017-18	Annual Budget	YTD Budget
Gen Maintenance of Street Furniture	312	208	-	-	312	208
Rother Street Clock Tower	220	147	69	170	151	78
Bus Shelters/Dog Hygiene/Litter/Cycle Racks	2,229	1,486	336	1,113	1,893	1,150
	2,761	1,841	405	1,283	2,357	1,436

MARKET & CHRISTMAS FESTIVAL**At 30/11/2018**

INCOME	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 30/11/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market	138,142	92,095	102,849	61,099	(35,293)	10,754
Christmas Festival	-	-	-	-	-	-
	138,142	92,095	102,849	61,099	(35,293)	10,754
EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 30/11/2018	2018-19	2017-18	Annual Budget	YTD Budget
Market - District Council Share	82,885	55,257	61,709	32,654	21,176	(6,453)
Market - Tripartite Expenses	2,763	1,842	4,299	538	(1,536)	(2,457)
Christmas Festival	13,447	8,965	509	132	12,938	8,456
	99,095	66,063	66,518	33,324	32,577	(454)
NET INCOME	39,047	26,032	36,331	27,775	(2,716)	10,299

SPECIAL PROJECTS AND GRANTS**At 30/11/2018**

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 30/11/2018	2018-19	2017-18	Annual Budget	YTD Budget
Special Projects & Grants - Over £20K	55,500	37,000	42,750	38,500	12,750	(5,750)
Special Projects & Grants - Under £20K	-	-	-	-	-	-
Town Projects / Partnership Working	25,337	16,891	25,037	25,037	300	(8,146)
Stratfordward - BID Levy	727	485	700	700	27	(215)
Localism Project (NDP)	-	-	9,138	4,753	(9,138)	(9,138)
Special Projects & Events	-	-	-	-	-	-
Newsletters / Quality Status	11,000	7,333	3,793	3,758	7,207	3,540
Great British Spring Clean	400	267	-	-	400	267
	92,964	61,976	81,417	72,748	11,547	(19,441)

EXPENDITURE	BUDGET		ACTUALS		VARIANCE - Surplus (Deficit)	
	Annual Budget	YTD Budget	YTD Actuals	YTD Previous	YTD Actuals To	
	2018-19	At 30/11/2018	2018-19	2017-18	Annual Budget	YTD Budget
Salaries Wages and Related Costs	221,546	147,697	125,989	119,426	95,557	21,709
Avon Planning Services	4,080	2,720	2,380	2,720	1,700	340
Neighbourhood Development Plan Monitoring	2,000	1,333	-	-	2,000	1,333
Equipment Rental	2,000	1,333	992	1,584	1,008	341
Office Equipment & Furniture & Stationery	5,400	3,600	1,889	2,398	3,511	1,711
Telephones	2,200	1,467	1,386	1,468	814	81
Postage & Carriage	1,500	1,000	890	907	610	110
Alarm Call Out	2,104	1,403	234	335	1,870	1,169
Travel and Subsistence	250	167	82	116	168	85
Borough Records	350	233	-	700	350	233
Payroll Services	3,400	2,267	900	1,340	2,500	1,367
Councillor & Staff Training	2,275	1,517	2,224	909	51	(707)
Recruitment	1,500	1,000	172	1,342	1,328	828
Newspapers	37	25	28	24	9	(3)
IT	4,800	3,200	4,609	4,073	191	(1,409)
Rates	26,675	17,783	22,043	17,231	4,632	(4,260)
Heating & Lighting	7,525	5,017	2,518	2,632	5,007	2,498
STC Meeting & Expenses & Subsistence	1,000	667	515	700	485	151
Gen Repairs, Maint & Sundry	10,500	7,000	17,464	10,275	(6,964)	(10,464)
Health & Safety	1,500	1,000	-	-	1,500	1,000
Combined Insurance Policy	15,420	10,280	10,264	(355)	5,156	16
Bank Charges & Interest	1,000	667	123	594	877	543
Audit Fee	5,390	3,593	5,600	5,300	(210)	(2,007)
Professional Fees	10,000	6,667	13,348	6,188	(3,348)	(6,681)
Subscriptions	1,602	1,068	1,683	2,369	(81)	(615)
Advertising & Publicity	1,000	667	-	-	1,000	667
Lift Maintenance Contract	1,000	667	1,174	946	(174)	(507)
Election Exp (Inc Polls/Pro Challenges)	2,500	1,667	-	-	2,500	1,667
Website Maintenance	1,000	667	-	-	1,000	667
Contingency for Inflation	4,106	2,737	-	-	4,106	2,737
	343,660	229,107	216,508	183,222	127,152	12,599

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 30/11/2018

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
INCOME				
SBC - Income (Other)			25,000	28,000
SBC - Town Council Budget			25,000	25,000
SBC - Friends Donations			80	370
SBC - Friends Receptions			-	-
SBC - Parade - Flags & Admin Fee			867	583
SBC - Advertising Income			-	-
SBC - Bank Interest			-	-
Total Income			50,947	53,953
EXPENDITURE				
SBC - Expenditure			-	-
SBC - Shields Repairs & Maintenance			150	315
SBC - Standard Replacements			-	97
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	17,042

SBC - including Opening Balance			72,552	
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