

05/10/2021

**Berwick upon Tweed Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 5)**

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	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
101 Admin:Staffing											
4000 Salaries	126,965	118,487	0	0	121,058	0	121,058	39,496	0	0	0
4001 National Insurance	10,851	10,658	0	0	10,300	0	10,300	3,541	0	0	0
4002 Pensions	11,233	11,233	0	0	11,233	0	11,233	3,745	0	0	0
4003 Training	525	4,926	0	0	540	0	540	0	0	0	0
4004 Travel & Subsistence	525	58	0	0	540	0	540	0	0	0	0
4005 Overtime	500	0	0	0	0	0	0	0	0	0	0
4006 Staff Memberships	945	611	0	0	970	0	970	1,664	0	0	0
4007 Meetings	525	0	0	0	540	0	540	0	0	0	0
4010 Payroll Cost	350	250	0	0	350	0	350	83	0	0	0
Overhead Expenditure	152,419	146,223	0	0	145,531	0	145,531	48,530	0	0	0
6000 plus Transfer from EMR	0	4,626	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(152,419)	(141,597)			(145,531)		(145,531)	(48,530)	0		
102 Admin:Office Costs											
4050 Rent	12,086	11,506	0	0	11,506	0	11,506	5,230	0	0	0
4052 Rates	1,575	1,372	0	0	1,400	0	1,400	1,372	0	0	0
4053 Electricity	836	755	0	0	4,053	0	4,053	73	0	0	0
4054 Telecoms	1,680	1,783	0	0	1,900	0	1,900	736	0	0	0
4055 IT Equipment	4,320	708	0	0	430	0	430	4,891	0	0	0
4056 IT Support	1,440	1,176	0	0	1,475	0	1,475	1,938	0	0	0
4057 Equipment & Furniture	1,315	285	0	0	400	0	400	0	0	0	0
4059 Equipment Replacement Fund	788	0	0	0	800	0	800	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 5)

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
	Overhead Expenditure	24,040	17,586	0	0	21,964	0	21,964	14,241	0	0	0
6000	plus Transfer from EMR	0	-3,600	0	0	0	0	0	2,478	0	0	0
	Movement to/(from) Gen Reserve	<u>(24,040)</u>	<u>(21,186)</u>			<u>(21,964)</u>		<u>(21,964)</u>	<u>(11,763)</u>	<u>0</u>		
103	<u>Admin:Operational Costs</u>											
4100	Accounting Software	818	771	0	0	800	0	800	959	0	0	0
4101	Postage	473	583	0	0	470	0	470	258	0	0	0
4102	Stationery	525	198	0	0	540	0	540	109	0	0	0
4103	Printing	525	140	0	0	540	0	540	0	0	0	0
4104	Photocopies	1,050	483	0	0	1,075	0	1,075	102	0	0	0
4105	Photocopier Support	565	565	0	0	600	0	600	153	0	0	0
4106	TC Website	600	940	0	0	500	0	500	1,990	0	0	0
4108	Bank Charges	378	300	0	0	360	0	360	134	0	0	0
4109	G-suite e-mail	987	1,370	0	0	1,560	0	1,560	643	0	0	0
	Overhead Expenditure	<u>5,921</u>	<u>5,351</u>	<u>0</u>	<u>0</u>	<u>6,445</u>	<u>0</u>	<u>6,445</u>	<u>4,348</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(5,921)</u>	<u>(5,351)</u>			<u>(6,445)</u>		<u>(6,445)</u>	<u>(4,348)</u>	<u>0</u>		
104	<u>Admin:Councillor Costs</u>											
4150	Training	525	525	0	0	540	0	540	-75	0	0	0
4151	Travel & Subsistence	263	0	0	0	270	0	270	0	0	0	0
4152	Supplies	158	26	0	0	160	0	160	238	0	0	0
	Overhead Expenditure	<u>946</u>	<u>551</u>	<u>0</u>	<u>0</u>	<u>970</u>	<u>0</u>	<u>970</u>	<u>163</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(946)</u>	<u>(551)</u>			<u>(970)</u>		<u>(970)</u>	<u>(163)</u>	<u>0</u>		

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**Berwick upon Tweed Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 5)**

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	<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
105	<u>Admin:Statutory Costs</u>											
4200	Insurance - General	742	742	0	0	745	0	745	0	0	0	0
4201	Insurance - Play Area	1,645	1,645	0	0	1,645	0	1,645	0	0	0	0
4202	Insurance - Public Realm	742	742	0	0	745	0	745	0	0	0	0
4203	Insurance - Civic Regalia	1,722	1,722	0	0	1,725	0	1,725	0	0	0	0
4204	Audit - External	1,300	1,300	0	0	1,300	0	1,300	0	0	0	0
4205	Audit - Internal	3,133	3,133	0	0	3,200	0	3,200	3,222	0	0	0
4206	Legal & Professional Fees	1,545	1,545	0	0	0	0	0	-1,250	0	0	0
4207	Election Expenses	3,371	0	0	0	3,371	0	3,371	0	0	0	0
	Overhead Expenditure	14,200	10,829	0	0	12,731	0	12,731	1,972	0	0	0
	Movement to/(from) Gen Reserve	(14,200)	(10,829)			(12,731)		(12,731)	(1,972)	0		
106	<u>Admin:Miscellaneous Costs</u>											
4250	Publications	263	35	0	0	270	0	270	0	0	0	0
4251	Communications	1,050	186	0	0	1,075	0	1,075	0	0	0	0
4253	Subscriptions	2,625	1,676	0	0	2,700	0	2,700	55	0	0	0
4254	Meeting Expenses	315	177	0	500	330	0	830	70	0	0	0
	Overhead Expenditure	4,253	2,073	0	500	4,375	0	4,875	125	0	0	0
	Movement to/(from) Gen Reserve	(4,253)	(2,073)			(4,375)		(4,875)	(125)	0		
201	<u>CS:Public Space Management</u>											
4500	Public Seat Maintenance	0	19,406	0	0	0	0	0	-382	0	0	0
4501	Public Seat Purchases	0	1,325	0	0	0	0	0	0	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4502	Bus Shelter Maintenance	2,652	7,085	0	0	1,460	0	1,460	1,188	0	0	0
4504	Public Realm Works	8,820	8,814	0	0	2,150	0	2,150	550	0	0	0
4505	Litter Bins	966	943	0	0	990	0	990	150	0	0	0
4507	War Memorial Maintenance	84	0	0	0	84	0	84	0	0	0	0
4508	Floral Display Materials	6,825	5,518	0	0	7,000	0	7,000	-255	0	0	0
4509	Floral Display Labour	8,500	8,934	0	0	9,000	0	9,000	0	0	0	0
4511	Public Toilet Costs	5,000	0	0	0	0	0	0	0	0	0	0
4512	Storage costs	2,100	1,960	0	0	2,153	0	2,153	730	0	0	0
	Overhead Expenditure	34,947	53,985	0	0	22,837	0	22,837	1,980	0	0	0
6000	plus Transfer from EMR	0	22,228	0	0	0	0	0	2,996	0	0	0
	Movement to/(from) Gen Reserve	(34,947)	(31,757)			(22,837)		(22,837)	1,016	0		
202	<u>CS:Local Service Offices</u>											
4600	Staff Costs	56,988	56,988	0	0	63,000	0	63,000	0	0	0	0
4602	Transport	7,688	7,688	0	0	9,340	0	9,340	0	0	0	0
4603	Equipment	2,050	2,050	0	0	2,490	0	2,490	2,297	0	0	0
4604	Service Transfer	10,000	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	76,726	66,726	0	0	74,830	0	74,830	2,297	0	0	0
	Movement to/(from) Gen Reserve	(76,726)	(66,726)			(74,830)		(74,830)	(2,297)	0		
203	<u>CS:Allotments</u>											
4650	Water Charge	420	269	0	0	450	0	450	129	0	0	0
4651	Repairs & Maintenance	1,050	0	0	0	1,100	0	1,100	0	0	0	0
4652	National Allotment Society Sub	0	55	0	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 5)

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Overhead Expenditure	1,470	324	0	0	1,550	0	1,550	129	0	0	0
Movement to/(from) Gen Reserve	<u>(1,470)</u>	<u>(324)</u>			<u>(1,550)</u>		<u>(1,550)</u>	<u>(129)</u>	<u>0</u>		
301 Parks & Play Areas:Projects											
4701 Play Equipment	0	0	0	0	0	0	0	100	0	0	0
4702 Parks & Green Spaces Officer	7,000	7,000	0	0	7,000	0	7,000	7,000	0	0	0
Overhead Expenditure	7,000	7,000	0	0	7,000	0	7,000	7,100	0	0	0
6000 plus Transfer from EMR	0	10,371	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(7,000)</u>	<u>3,371</u>			<u>(7,000)</u>		<u>(7,000)</u>	<u>(7,100)</u>	<u>0</u>		
302 Parks & Play Areas:Splash Park											
4750 Electricity	350	136	0	0	375	0	375	159	0	0	0
4752 Site Cleaning	788	400	0	0	800	0	800	400	0	0	0
4753 Maintenance	840	891	0	0	900	0	900	1,705	0	0	0
4754 Water Quality Inspections	6,152	2,461	0	0	6,300	0	6,300	1,854	0	0	0
4755 Daily/Weekly Inspections	663	275	0	0	3,045	0	3,045	0	0	0	0
4756 Annual Inspection	105	100	0	0	100	0	100	0	0	0	0
Overhead Expenditure	8,898	4,263	0	0	11,520	0	11,520	4,118	0	0	0
Movement to/(from) Gen Reserve	<u>(8,898)</u>	<u>(4,263)</u>			<u>(11,520)</u>		<u>(11,520)</u>	<u>(4,118)</u>	<u>0</u>		
303 Parks & Play Areas:Play Areas											
4800 Site Cleaning	9,261	3,127	0	0	6,200	0	6,200	0	0	0	0
4801 Maintenance	10,500	11,101	0	0	10,750	0	10,750	-2,855	0	0	0
4802 Weekly Inspections	1,500	0	0	0	5,877	0	5,877	0	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4803	Annual Inspections	945	900	0	0	950	0	950	0	0	0	0
	Overhead Expenditure	22,206	15,128	0	0	23,777	0	23,777	-2,855	0	0	0
	Movement to/(from) Gen Reserve	<u>(22,206)</u>	<u>(15,128)</u>			<u>(23,777)</u>		<u>(23,777)</u>	<u>2,855</u>	<u>0</u>		
401	<u>Promotion:Marketing</u>											
4900	Advertising	6,300	1,905	0	0	2,000	0	2,000	66	0	0	0
4901	Leaflets	4,515	758	0	0	2,250	0	2,250	0	0	0	0
4902	Website	850	1,100	0	0	850	0	850	0	0	0	0
4903	Social Media	2,100	0	0	0	1,000	0	1,000	0	0	0	0
4904	Other marketing	525	587	0	400	470	0	870	-247	0	0	0
	Overhead Expenditure	14,290	4,350	0	400	6,570	0	6,970	-181	0	0	0
6000	plus Transfer from EMR	0	250	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(14,290)</u>	<u>(4,100)</u>			<u>(6,570)</u>		<u>(6,970)</u>	<u>181</u>	<u>0</u>		
402	<u>Promotion:Autumn Festivals</u>											
4950	Banners	300	709	0	0	1,000	0	1,000	0	0	0	0
4951	Promotion	1,600	0	0	0	1,600	0	1,600	0	0	0	0
4952	Food Festival	2,175	404	0	0	2,000	0	2,000	0	0	0	0
4953	HODS	2,175	165	0	0	2,000	0	2,000	0	0	0	0
4954	Film Festival	2,175	2,000	0	0	2,000	0	2,000	0	0	0	0
4955	Literary Festival	2,175	1,999	0	0	2,000	0	2,000	0	0	0	0
	Overhead Expenditure	10,600	5,277	0	0	10,600	0	10,600	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(10,600)</u>	<u>(5,277)</u>			<u>(10,600)</u>		<u>(10,600)</u>	<u>0</u>	<u>0</u>		

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	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
403	<u>Promotion:Festive Lighting</u>											
5000	Maintenance & Installation	8,400	9,070	0	0	8,600	0	8,600	0	0	0	0
5001	Lights & Fittings	0	4,743	0	0	0	0	0	0	0	0	0
5002	Christmas Trees	630	500	0	0	600	0	600	0	0	0	0
5003	NCC Labour Costs	630	529	0	0	650	0	650	0	0	0	0
5004	Other Costs	210	0	0	0	215	0	215	0	0	0	0
	Overhead Expenditure	9,870	14,842	0	0	10,065	0	10,065	0	0	0	0
6000	plus Transfer from EMR	0	4,293	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(9,870)	(10,549)			(10,065)		(10,065)	0	0		
404	<u>Volunteer Tourism</u>											
5010	Support	5,000	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	5,000	0	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(5,000)	0			0		0	0	0		
405	<u>May Fair & Market</u>											
5020	Expense	1,250	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	1,250	0	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(1,250)	0			0		0	0	0		
501	<u>Grants:Events</u>											
5050	Tweedmouth Feast	0	0	0	0	2,000	0	2,000	386	0	0	0
5051	Spittal Seaside Festival	0	0	0	0	2,000	0	2,000	0	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	Overhead Expenditure	0	0	0	0	4,000	0	4,000	386	0	0	0
	Movement to/(from) Gen Reserve	0	0			(4,000)		(4,000)	(386)	0		
502	<u>Grants:Environment</u>											
5100	BEES	1,000	760	0	0	1,000	0	1,000	0	0	0	0
5101	Berwick in Bloom	3,350	21	0	0	900	0	900	177	0	0	0
	Overhead Expenditure	4,350	781	0	0	1,900	0	1,900	177	0	0	0
	Movement to/(from) Gen Reserve	(4,350)	(781)			(1,900)		(1,900)	(177)	0		
503	<u>Grants:Community</u>											
5150	Community Projects	1,000	0	0	0	1,000	0	1,000	0	0	0	0
	Overhead Expenditure	1,000	0	0	0	1,000	0	1,000	0	0	0	0
	Movement to/(from) Gen Reserve	(1,000)	0			(1,000)		(1,000)	0	0		
504	<u>Grants: Communiy Equipment Fun</u>											
5165	Equipment	0	79	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	0	79	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(79)			0		0	0	0		
601	<u>CP:General</u>											
5201	Hoppa Bus	14,000	10,000	0	0	1,400	0	1,400	5,000	0	0	0
5202	Visitor Welcome	0	0	0	0	0	0	0	5,247	0	0	0
5203	CCTV	10,500	10,070	0	0	10,500	0	10,500	96	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5204	Streetscape/Wayfinding	0	5,388	0	0	0	0	0	0	0	0	0
5205	Events	3,000	0	0	0	0	0	0	96	0	0	0
	Overhead Expenditure	27,500	25,457	0	0	11,900	0	11,900	10,439	0	0	0
6000	plus Transfer from EMR	0	5,488	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(27,500)	(19,970)			(11,900)		(11,900)	(10,439)	0		
602	<u>CP:Neighbourhood Plan</u>											
5250	Consultancy	0	2,400	0	0	0	0	0	-1,440	0	0	0
5251	Stationery & Equipment	0	100	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	0	2,500	0	0	0	0	0	-1,440	0	0	0
6000	plus Transfer from EMR	0	960	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(1,540)			0		0	1,440	0		
701	<u>Civic Expenditure:Civic Costs</u>											
5400	Mayor Making	0	0	0	0	750	0	750	541	0	0	0
5401	Civic Support	500	0	0	0	300	0	300	0	0	0	0
5402	Freedom Costs	200	2	0	0	200	0	200	58	0	0	0
5404	Mayor's Sunday	0	0	0	0	700	0	700	0	0	0	0
5405	Civic Functions	1,000	0	0	0	700	0	700	0	0	0	0
5406	Civic Visits	500	0	0	0	300	0	300	0	0	0	0
5407	Other Costs	4,000	150	0	0	300	0	300	98	0	0	0
5408	Civic Fund	0	0	0	0	1,450	0	1,450	0	0	0	0
	Overhead Expenditure	6,200	152	0	0	4,700	0	4,700	698	0	0	0

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	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(6,200)</u>	<u>(152)</u>			<u>(4,700)</u>		<u>(4,700)</u>	<u>(698)</u>	<u>0</u>		
702 Civic Expenditure:Civic Events											
5450 Remembrance Day	1,838	395	0	0	1,838	0	1,838	0	0	0	0
5451 Riding Bounds	250	-2,960	0	0	5,250	0	5,250	67	0	0	0
5452 Other	525	0	0	0	525	0	525	0	0	0	0
Overhead Expenditure	<u>2,613</u>	<u>-2,565</u>	<u>0</u>	<u>0</u>	<u>7,613</u>	<u>0</u>	<u>7,613</u>	<u>67</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(2,613)</u>	<u>2,565</u>			<u>(7,613)</u>		<u>(7,613)</u>	<u>(67)</u>	<u>0</u>		
900 Receipts											
1000 Precept	265,656	265,656	0	0	261,841	0	261,841	130,921	0	0	0
1001 Bank Interest	0	1,343	0	0	0	0	0	9	0	0	0
1003 Public Seats	0	1,500	0	0	0	0	0	600	0	0	0
1004 Play Areas	0	10,371	0	0	0	0	0	0	0	0	0
1006 Allotment fees	0	348	0	0	0	0	0	-22	0	0	0
1007 Freedom Fees	0	141	0	0	0	0	0	75	0	0	0
1008 Schedule III	157,818	182,231	0	0	171,132	0	171,132	0	0	0	0
1050 refund	0	37	0	0	0	0	0	0	0	0	0
1099 Sundry	0	479	0	0	0	0	0	7	0	0	0
Total Income	<u>423,474</u>	<u>462,106</u>	<u>0</u>	<u>0</u>	<u>432,973</u>	<u>0</u>	<u>432,973</u>	<u>131,589</u>	<u>0</u>	<u>0</u>	<u>0</u>
6001 less Transfer to EMR	0	11,497	0	0	0	0	0	5,921	0	0	0
Movement to/(from) Gen Reserve	<u>423,474</u>	<u>450,609</u>			<u>432,973</u>		<u>432,973</u>	<u>125,668</u>	<u>0</u>		

Continued on next page

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Budget Income	423,474	462,106	0	0	432,973	0	432,973	131,589	0	0	0
Expenditure	435,699	380,913	0	900	391,878	0	392,778	92,295	0	0	0
Net Income over Expenditure	<u>-12,225</u>	<u>81,193</u>	<u>0</u>	<u>-900</u>	<u>41,095</u>	<u>0</u>	<u>40,195</u>	<u>39,294</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	44,616	0	0	0	0	0	5,474	0	0	0
less Transfer to EMR	0	11,497	0	0	0	0	0	5,921	0	0	0
Movement to/(from) Gen Reserve	<u>(12,225)</u>	<u>114,312</u>			<u>41,095</u>		<u>40,195</u>	<u>38,847</u>	<u>0</u>		