

08/06/2022

Berwick upon Tweed Town Council 2021/22

Page 1

15:36

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Admin:Staffing</u>								
Salaries	(15,816)	(113,024)	(121,058)	8,034		8,034	93.4%	
National Insurance	(2,439)	(11,081)	(10,300)	(781)		(781)	107.6%	
Pensions	(784)	(10,734)	(11,233)	499		499	95.6%	
Training	0	0	(540)	540		540	0.0%	
Travel & Subsistence	0	(285)	(540)	255		255	52.8%	
Staff Memberships	0	(2,094)	(970)	(1,124)		(1,124)	215.9%	
Meetings	(20)	(103)	(540)	437		437	19.1%	
Payroll Cost	(38)	(246)	(350)	104		104	70.3%	
<u>Admin:Office Costs</u>								
Rent	(1,207)	(11,667)	(11,506)	(161)		(161)	101.4%	
Rates	(139)	(1,512)	(1,400)	(112)		(112)	108.0%	
Electricity	0	(259)	(1,000)	741		741	25.9%	
Telecoms	(72)	(1,812)	(1,900)	88		88	95.4%	
IT Equipment	2,991	(3,860)	(430)	(3,430)		(3,430)	897.8%	2,478
IT Support	(12)	(3,273)	(1,475)	(1,798)		(1,798)	221.9%	
Equipment & Furniture	0	(17)	(400)	383		383	4.4%	
Equipment Replacement Fund	0	0	(800)	800		800	0.0%	
<u>Admin:Operational Costs</u>								
Accounting Software	(959)	(1,918)	(800)	(1,118)		(1,118)	239.8%	
Postage	(63)	(450)	(470)	21		21	95.6%	
Stationery	(110)	(781)	(540)	(241)		(241)	144.7%	
Printing	0	(168)	(540)	372		372	31.2%	
Photocopies	0	(240)	(1,075)	835		835	22.3%	
Photocopier Support	0	(153)	(600)	447		447	25.5%	
TC Website	0	(1,990)	(500)	(1,490)		(1,490)	398.0%	
Bank Charges	(30)	(344)	(360)	16		16	95.7%	
G-suite e-mail	(1)	(897)	(1,560)	663		663	57.5%	
<u>Admin:Councillor Costs</u>								
Training	0	75	(540)	615		615	(13.9%)	
Travel & Subsistence	0	0	(270)	270		270	0.0%	
Supplies	0	(252)	(160)	(92)		(92)	157.3%	
<u>Admin:Statutory Costs</u>								
Insurance - General	0	(751)	(745)	(6)		(6)	100.8%	
Insurance - Play Area	0	(1,703)	(1,645)	(58)		(58)	103.5%	
Insurance - Public Realm	0	(751)	(745)	(6)		(6)	100.8%	
Insurance - Civic Regalia	0	(1,803)	(1,725)	(78)		(78)	104.5%	
Audit - External	0	(1,000)	(1,300)	300		300	76.9%	
Audit - Internal	0	(3,222)	(3,200)	(22)		(22)	100.7%	

Continued over page

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Legal & Professional Fees	(850)	(1,465)	0	(1,465)		(1,465)	0.0%	
Election Expenses	(1,324)	(1,324)	(3,371)	2,047		2,047	39.3%	
<u>Admin:Miscellaneous Costs</u>								
Publications	0	0	(270)	270		270	0.0%	
Communications	0	(424)	(1,075)	651		651	39.4%	
Publicity	(2,500)	(2,500)	0	(2,500)		(2,500)	0.0%	
Subscriptions	(35)	(90)	(2,700)	2,610		2,610	3.3%	
Meeting Expenses	(342)	(973)	(830)	(143)		(143)	117.2%	
<u>CS:Public Space Management</u>								
Public Seat Maintenance	(1,442)	(1,381)	0	(1,381)	(250)	(1,631)	0.0%	
Bus Shelter Maintenance	(7,167)	(9,144)	(1,460)	(7,684)	(1,365)	(9,049)	719.8%	2,996
Public Realm Works	(1,284)	(6,164)	(2,150)	(4,014)		(4,014)	286.7%	
Litter Bins	(163)	(2,202)	(990)	(1,212)		(1,212)	222.4%	
War Memorial Maintenance	0	0	(84)	84		84	0.0%	
Floral Display Materials	0	(5,547)	(7,000)	1,453		1,453	79.2%	
Floral Display Labour	0	(5,494)	(9,000)	3,506		3,506	61.0%	
Storage costs	(250)	(1,960)	(2,153)	193		193	91.0%	
<u>CS:Local Service Offices</u>								
Staff Costs	(35,137)	(69,659)	(63,000)	(6,659)		(6,659)	110.6%	
Training	(4,575)	(9,150)	0	(9,150)		(9,150)	0.0%	
Transport	(1,248)	(2,496)	(9,340)	6,844		6,844	26.7%	
Equipment	0	(2,297)	(2,490)	193		193	92.2%	
<u>CS:Allotments</u>								
Water Charge	(55)	(234)	(450)	216		216	52.0%	
Repairs & Maintenance	(105)	(105)	(1,100)	995		995	9.5%	
<u>Parks & Play Areas:Projects</u>								
Play Equipment	0	(1,350)	0	(1,350)	(203,574)	(204,925)	0.0%	
Parks & Green Spaces Officer	0	(7,000)	(7,000)	0		0	100.0%	
<u>Parks & Play Areas:Splash Park</u>								
Electricity	(1)	(250)	(375)	125		125	66.7%	
Site Cleaning	0	(850)	(800)	(50)		(50)	106.3%	
Maintenance	0	(24,900)	(900)	(24,000)		(24,000)	2766.7%	
Water Quality Inspections	0	(4,326)	(6,300)	1,974		1,974	68.7%	
Daily/Weekly Inspections	(416)	(832)	(3,045)	2,213		2,213	27.3%	
Annual Inspection	0	0	(100)	100		100	0.0%	
<u>Parks & Play Areas:Play Areas</u>								
Site Cleaning	(832)	(1,664)	(6,200)	4,536		4,536	26.8%	
Maintenance	0	(585)	(10,750)	10,165	(228)	9,938	7.6%	
Weekly Inspections	0	0	(5,877)	5,877		5,877	0.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Annual Inspections	140	(1,250)	(950)	(300)		(300)	131.6%	
<u>Promotion:Marketing</u>								
Advertising	0	(66)	(2,000)	1,934		1,934	3.3%	
Leaflets	0	0	(2,250)	2,250		2,250	0.0%	
Website	0	(500)	(850)	350		350	58.8%	
Social Media	0	0	(1,000)	1,000		1,000	0.0%	
Other marketing	0	(93)	(870)	777		777	10.7%	
<u>Promotion:Autumn Festivals</u>								
Universal costs	0	(720)	(1,000)	280		280	72.0%	
Promotion	0	(274)	(1,600)	1,326		1,326	17.1%	
Food Festival	0	0	(2,000)	2,000		2,000	0.0%	
HODS	0	(1,405)	(2,000)	595		595	70.2%	
Film Festival	2,500	(961)	(2,000)	1,039		1,039	48.0%	
Literary Festival	0	(2,000)	(2,000)	0		0	100.0%	
<u>Promotion:Festive Lighting</u>								
Maintenance & Installation	0	(13,281)	(8,600)	(4,681)		(4,681)	154.4%	
Lights & Fittings	0	(165)	0	(165)		(165)	0.0%	
Christmas Trees	0	(500)	(600)	100		100	83.3%	
NCC Labour Costs	0	(529)	(650)	121		121	81.4%	
Other Costs	0	0	(215)	215		215	0.0%	
<u>Grants:Events</u>								
Tweedmouth Feast	0	(986)	(2,000)	1,014		1,014	49.3%	
Spittal Seaside Festival	0	(2,088)	(2,000)	(88)		(88)	104.4%	
Other Events Grants	0	(400)	0	(400)		(400)	0.0%	
<u>Grants:Environment</u>								
BEES	0	0	(1,000)	1,000		1,000	0.0%	
Berwick in Bloom	0	(177)	(900)	723		723	19.7%	
<u>Grants:Community</u>								
Community Projects	0	(330)	(1,000)	670		670	33.0%	
<u>CP:General</u>								
Hoppa Bus	0	(10,000)	(1,400)	(8,600)		(8,600)	714.3%	
Visitor Welcome	(2,500)	(7,747)	(5,000)	(2,747)		(2,747)	154.9%	
CCTV	(198)	(5,877)	(10,500)	4,623	(1,120)	3,503	66.6%	
Events	96	0	0	0		0	0.0%	
<u>CP:Neighbourhood Plan</u>								
Consultancy	(360)	(97)	0	(97)		(97)	0.0%	
Stationery & Equipment	(105)	(105)	0	(105)		(105)	0.0%	105

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Civic Expenditure:Civic Costs</u>								
Mayor Making	0	(541)	(750)	209		209	72.1%	
Civic Support	0	0	(300)	300		300	0.0%	
Freedom Costs	(200)	(358)	(200)	(158)	(60)	(218)	209.2%	
Civic Equipment	0	0	0	0	(998)	(998)	0.0%	
Mayor's Sunday	0	(1,698)	(700)	(998)		(998)	242.6%	
Civic Functions	0	0	(700)	700		700	0.0%	
Civic Visits	0	0	(300)	300		300	0.0%	
Other Costs	6	(360)	(300)	(60)		(60)	119.8%	
Civic Fund	0	0	(1,450)	1,450		1,450	0.0%	
<u>Civic Expenditure:Civic Events</u>								
Remembrance Day	0	(1,485)	(1,838)	353		353	80.8%	
Riding Bounds	0	(67)	(5,250)	5,183	(3,650)	1,533	70.8%	
Other	(678)	(678)	(525)	(153)		(153)	129.1%	
<u>Receipts</u>								
Precept	0	261,841	261,841	0			100.0%	5,621
Bank Interest	6	27	0	(27)			0.0%	
Public Seats	0	1,500	0	(1,500)			0.0%	1,200
Allotment fees	230	630	0	(630)			0.0%	652
Freedom Fees	25	200	0	(200)			0.0%	50
Schedule III	0	150,261	171,132	20,871			87.8%	
Charitable Receipts	150	150	0	(150)			0.0%	150
refund	0	646	0	(646)			0.0%	447
Sundry	0	734	0	(734)			0.0%	608
Grand Totals:- Income	411	415,989	432,973	16,984			96.1%	
Expenditure	77,723	395,418	394,725	(693)	211,245	(211,938)	153.7%	
Net Income over Expenditure	(77,312)	20,571	38,248	17,677				
plus Transfer from EMR	105	5,579						
less Transfer to EMR	405	8,728						
Movement to/(from) Gen Reserve	(77,612)	17,422						