

09/11/2023  
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Berwick upon Tweed Town Council Current Year  
Annual Budget - By Centre (Actual YTD Month 7)

Appendix J

	Last Year		Current Year		Committ	
	Budget	Actual	Total	Actual		
101 Admin:Staffing						
4000 Salaries	202341	161261	126096	66884	0	59212
4001 National Insurance	15000	16256	10000	5572	0	4428
4002 Pensions	19610	11872	12600	10617	0	1983
4003 Training	4310	2361	556	400	0	156
4004 Travel & Subsistence	540	88	556	392	0	164
4006 Staff Memberships	980	588	1000	831	0	169
4007 Meetings	545	253	556	0	0	556
4010 Payroll Cost	354	354	361	243	0	118
Overhead Expenditure	243680	193034	151725	84939	0	
Movement to/(from) Gen Reserve	(243,680)	(193,034)	(151,725)	(84,939)		
102 Admin:Office Costs						
4050 Rent - Office	12500	14413	12500	6250	0	6250
4051 Service Charge for office	0	140	0	0	0	0
4052 Rates for office	0	5086	12500	1590	0	10910
4053 Electricity	1500	2852	1500	0	0	1500
4054 Telecoms	2000	2265	1957	1008	0	949
4055 IT Equipment - Hardware	500	990	2000	345	0	1655
4056 IT Support - Office	0	3647	0	0	0	0
4057 Equipment & Furniture	500	7035	1000	1187	0	-187
4058 Cleaning	0	183	250	172	934	-856
4059 Equipment Replacement Fund	800	88	1200	1301	0	-101
4060 Conversion costs new premises	40000	43823	0	0	0	0
Overhead Expenditure	57800	80523	32907	11853	934	
Movement to/(from) Gen Reserve	(57,800)	(80,523)	(32,907)	(11,853)		

103 Admin:Operational Costs

4100 Accounting Software	800	1314	824	0	0	824
4101 Postage	500	100	485	25	0	460
4102 Stationery	600	723	556	239	2	315
4103 Printing - merge with 4104	600	29	0	0	0	0
4104 MFD - Photocopies and printing	1100	818	1600	743	0	857
4105 Photocopier Support	0	0	618	0	0	618
4106 TC Website	500	210	515	493	0	22
4107 Recruitment	0	870	0	0	0	0
4108 Bank Charges	360	278	371	136	0	235
4109 Office software and email	3000	2371	3000	2619	0	381
Overhead Expenditure	7460	6711	7969	4255	2	
Movement to/(from) (7,460)		(6,711)	(7,969)	(4,255)		

104 Admin:Councillor Costs

4150 Training	600	633	600	60	0	540
4151 Travel & Subsistence	300	74	278	9	0	269
4152 Supplies - items used by cllrs	200	44	165	18	0	147
Overhead Expenditure	1100	751	1043	87	0	
Movement to/(from) Gen Reserve (1,100)		(751)	(1,043)	(87)		

105 Admin:Statutory Costs

4200 Insurance - General	745	2756	767	1986	0	-1219
4201 Insurance - Play Area	1645	1787	1694	1882	0	-188
4202 Insurance - Public Realm	745	788	767	830	0	-63
4203 Insurance - Civic Regalia	1725	1892	1777	1993	0	-216
4204 Audit - External	1300	1000	1339	1365	0	-26
4205 Audit - Internal	3650	3422	3297	3589	0	-292
4206 Legal & Professional Fees	0	7357	0	1124	110	-1234

4207 Election Expenses	2500	340	1500	0	0	1500
Overhead Expenditure	12310	19342	11141	12768	110	
Movement to/(from) Gen Reserve (12,310)		(19,342)	(11,141)	(12,768)		
106 Admin:Miscellaneous Costs						
4250 Publications	270	141	278	0	0	278
4251 Communications - merge to 4252	1100	83	0	0	0	0
4252 Publicity & Communications	2700	4167	1500	1119	0	381
4253 Corporate Subscriptions	1577	2922	2000	1855	0	145
4254 Meeting Expenses	1577	1328	340	50	0	290
Overhead Expenditure	7224	8640	4118	3024	0	
Movement to/(from) Gen Reserve (7,224)		(8,640)	(4,118)	(3,024)		
201 CS:Public Space Management						
4500 Public Seat Maintenance	13890	5620	2000	1658	326	16
4502 Bus Shelter Maintenance	20000	2822	1500	58	47	1395
4504 Public Realm Works	13150	6287	0	1032	0	-1032
4505 Litter Bins	1000	2743	2000	1638	0	362
4507 War Memorial Maintenance	0	0	87	0	0	87
4508 Floral Display Materials	7000	4312	7000	5028	32	1940
4509 Floral Display Labour	5000	0	0	0	0	0
4512 Storage costs	2000	2260	1000	665	265	70
Overhead Expenditure	62040	24043	13587	10079	670	
6000 plus Transfer from EMR	0	0	0	13	0	
6001 less Transfer to EMR	0	1512	0	300	0	
Movement to/(from) Gen Reserve (62,040)		(25,555)	(13,587)	(10,366)		
202 CS:Local Service Offices						
4602 Transport	10000	4705	10000	33822	0	-23822

4603 Equipment	2500	1951	2000	2641	320	-961
4604 Service Transfer	13842	903	0	0	0	0
4605 Depot costs - electricity	0	0	1000	2533	0	-1533
4606 Depot costs - water	0	0	1000	0	0	1000
4607 Depot costs - rent	10000	6123	6000	6138	0	-138
4608 Depot costs rates	0	0	2171	2891	0	-720
4609 LS Staff sals	0	0	86755	33676	0	53079
4610 LS Staff NI	0	0	4500	2737	0	1763
4611 LS staff pensions	0	0	8675	0	0	8675

Overhead Expenditure	36342	13682	122101	84440	320	
Movement to/(from) Gen Reserve	(36,342)	(13,682)	(122,101)	(84,440)		

203 CS:Allotments

4650 Water Charge	450	0	464	0	0	464
4651 Repairs & Maintenance	1100	0	500	0	0	500
4652 National Allotment Society Sub	0	55	0	0	0	0

Overhead Expenditure	1550	55	964	0	0	
Movement to/(from) Gen Reserve	(1,550)	(55)	(964)	0		

301 Parks & Play Areas:Projects

4701 Play Equipment	7500	300	7500	3903	2073	1524
4703 Spittal Play Park refurb	253000	202454	0	0	0	0
4704 Loan Repayment	15000	0	0	0	0	0

Overhead Expenditure	275500	202754	7500	3903	2073	
Movement to/(from) Gen Reserve	(275,500)	(202,754)	(7,500)	(3,903)		

302 Parks & Play Areas: Splash Park

4750 Electricity - splash park	375	267	750	523	0	227
4752 Site Cleaning	0	883	0	0	0	0

4753 Maintenance	900	7202	927	2127	0	-1200
4754 Water Quality Inspections	6300	6941	6490	7800	1130	-2440
4756 Annual Inspection	100	0	103	83	0	20
Overhead Expenditure	7675	15292	8270	10532	1130	
Movement to/(from) Gen Reserve (7,675)		(15,292)	(8,270)	(10,532)		
303 Parks & Play Areas:Play Areas						
4800 Site Cleaning	0	1239	0	0	0	0
4801 Maintenance	14500	7689	5000	2801	400	1799
4802 Weekly Inspections	0	1286	0	0	0	0
4803 Annual Inspections	1000	0	979	667	0	312
Overhead Expenditure	15500	10215	5979	3468	400	
Movement to/(from) Gen Reserve (15,500)		(10,215)	(5,979)	(3,468)		
401 Promotion:Marketing						
4900 Advertising	2000	0	2000	40	5	1955
4901 Leaflets	2250	0	0	0	0	0
4902 Website	850	500	876	500	0	376
4903 Social Media - merge to 4252	1000	0	0	0	0	0
4904 Other marketing -merge to 4252	500	0	0	0	0	0
4905 Visitor services Support	7000	0	7000	7500	0	-500
Overhead Expenditure	13600	500	9876	8040	5	
Movement to/(from) Gen Reserve (13,600)		(500)	(9,876)	(8,040)		
402 Promotion:Autumn Festivals						
4950 Autumn festivals	1000	945	0	0	0	0
4951 Merge to 4950	1600	0	0	0	0	0
4952 Food Festival	2000	1500	0	0	0	0
4953 HODS	2000	1823	2000	0	0	2000

4954 Film Festival	2000	0	0	0	0	0
4955 Literary Festival	2000	2017	0	0	0	0
4956 New Music Festival	2000	0	0	0	0	0
Overhead Expenditure	12600	6285	2000	0	0	
Movement to/(from) Gen Reserve (12,600)		(6,285)	(2,000)	0		
403 Promotion:Festive Lighting						
5000 Maintenance & Installation	9000	9809	9000	110	0	8890
5001 Lights & Fittings	10000	21673	0	3681	0	-3681
5002 Christmas Trees	600	0	618	0	0	618
5003 NCC Labour Costs	650	0	670	0	0	670
5004 Other Costs	215	0	221	0	0	221
Overhead Expenditure	20465	31482	10509	3791	0	
6001 less Transfer to EMR	0	50	0	0	0	
Movement to/(from) Gen Reserve (20,465)		(31,532)	(10,509)	(3,791)		
405 May Fair & Market						
5020 Expense	0	242	0	0	0	0
Overhead Expenditure	0	242	0	0	0	
Movement to/(from) Gen Reserve	0	(242)	0	0		
500 People and communities						
4906 People and communities salarie	0	0	15167	8557	0	6610
4907 People and communities NI	0	0	1516	819	0	697
4908 People and comms pensions	0	0	1516	0	0	1516
4909 Strategic Plan	0	0	30000	8859	4600	16541
Overhead Expenditure	0	0	48199	18235	4600	
Movement to/(from) Gen Reserve	0	0	(48,199)	(18,235)		

501 Grants:Events							
5050 Tweedmouth Feast	2000	1500	2000	58	0	1942	
5051 Spittal Seaside Festival	2000	1500	2000	0	0	2000	
5052 Other Events Grants	0	0	15000	7950	0	7050	
Overhead Expenditure	4000	3000	19000	8008	0		
Movement to/(from) Gen Reserve (4,000)		(3,000)	(19,000)	(8,008)			
502 Grants:Environment							
5100 BEES - Enviro grants	1000	750	0	0	0	0	
Overhead Expenditure	1000	750	0	0	0		
Movement to/(from) Gen Reserve (1,000)		(750)	0	0			
503 Grants:Community							
5150 Community Projects	1000	1000	0	0	0	0	
Overhead Expenditure	1000	1000	0	0	0		
Movement to/(from) Gen Reserve (1,000)		(1,000)	0	0			
601 CP:General							
5200 Town Improvement Projects	44950	12001	0	1080	0	-1080	
5201 Hoppa Bus	15000	10000	15000	5000	0	10000	
5203 CCTV	10500	5292	5400	192	275	4933	
Overhead Expenditure	70450	27293	20400	6272	275		
Movement to/(from) Gen Reserve (70,450)		(27,293)	(20,400)	(6,272)			
602 CP:Neighbourhood Plan							
5251 Stationery & Equipment	0	110	0	0	0	0	
Overhead Expenditure	0	110	0	0	0		
6000 plus Transfer from EMR	0	110	0	0	0		
Movement to/(from) Gen Reserve	0	0	0	0			

701 Civic Expenditure:Civic Costs

5400 Mayor Making	1000	331	773	87	0	686
5401 Civic Support	500	0	309	0	0	309
5402 Freedom Costs	200	613	206	521	860	-1175
5403 Civic Equipment	0	1415	0	0	0	0
5404 Mayor's Sunday	1000	1249	721	1240	110	-629
5405 Civic Functions	1000	1128	721	8	0	713
5406 Civic Visits	500	0	309	0	0	309
5407 Other Costs	500	404	309	0	0	309
5408 Civic Fund	1500	1106	1494	1039	0	455
Overhead Expenditure	6200	6246	4842	2894	970	
6000 plus Transfer from EMR	0	1128	0	0	0	
Movement to/(from) Gen Reserve (6,200)		(5,118)	(4,842)	(2,894)		

702 Civic Expenditure:Civic Events

5450 Remembrance Day	2000	1405	1893	85	935	873
5451 Riding Bounds	6000	8813	5409	6180	0	-771
5452 Other	525	2035	541	0	0	541
Overhead Expenditure	8525	12253	7843	6265	935	
Movement to/(from) Gen Reserve (8,525)		(12,253)	(7,843)	(6,265)		

900 Receipts

1000 Precept	269581	269581	346963	346963	0
1001 Bank Interest	1000	2155	1100	1031	0
1003 Public Seats	1000	0	1100	0	0
1006 Allotment fees	340	312	700	432	0
1007 Freedom Fees	100	425	110	325	0
1008 Schedule III	174042	145676	140000	0	0
1009 Charitable Receipts	0	182	0	347	0



1010 Borrowing re SPittal Play Park	175000	0	0	0	0
1050 refund	0	95	0	0	0
1099 Sundry	0	120	0	7	0
Total Income	621063	418546	489973	349104	0
6000 plus Transfer from EMR	0	1000	0	1768	0
6001 less Transfer to EMR	0	1979	0	2880	0
Movement to/(from) Gen Reserve	621063	417567	489973	347993	
Total Budget Income	621063	418546	489973	349104	0
Expenditure	866021	664204	489973	282855	12424
Net Income over Expenditure	-244958	-245658	0	66250	-12424
plus Transfer from EMR	0	2238	0	1781	0
less Transfer to EMR	0	3541	0	3180	0
Movement to/(from) Gen Reserve (244,958		(246,961	0	64852	