

04/08/2021

Berwick upon Tweed Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 04/08/2021

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Admin:Staffing</u>						
Salaries	(9,874)	(121,058)	111,184		111,184	
National Insurance	(885)	(10,300)	9,415		9,415	
Pensions	(1,873)	(11,233)	9,360		9,360	
Training	0	(540)	540		540	
Travel & Subsistence	0	(540)	540		540	
Staff Memberships	(1,664)	(970)	(694)		(694)	
Meetings	0	(540)	540		540	
Payroll Cost	(21)	(350)	329		329	
<u>Admin:Office Costs</u>						
Rent	(3,138)	(11,506)	8,368		8,368	
Rates	(1,372)	(1,400)	28		28	
Electricity	0	(4,053)	4,053		4,053	
Telecoms	(390)	(1,900)	1,510		1,510	
IT Equipment	(2,058)	(430)	(1,628)	(2,478)	(4,106)	
IT Support	(1,030)	(1,475)	445	(2,040)	(1,595)	
Equipment & Furniture	0	(400)	400		400	
Equipment Replacement Fund	0	(800)	800		800	
<u>Admin:Operational Costs</u>						
Accounting Software	(959)	(800)	(159)		(159)	
Postage	(129)	(470)	341		341	
Stationery	0	(540)	540		540	
Printing	0	(540)	540		540	
Photocopies	0	(1,075)	1,075		1,075	
Photocopier Support	0	(600)	600		600	
TC Website	(1,990)	(500)	(1,490)		(1,490)	
Bank Charges	(71)	(360)	289		289	
G-suite e-mail	(386)	(1,560)	1,174		1,174	
<u>Admin:Councillor Costs</u>						
Training	75	(540)	615	(275)	340	
Travel & Subsistence	0	(270)	270		270	
Supplies	0	(160)	160	(38)	122	
<u>Admin:Statutory Costs</u>						
Insurance - General	0	(745)	745		745	
Insurance - Play Area	0	(1,645)	1,645		1,645	
Insurance - Public Realm	0	(745)	745		745	
Insurance - Civic Regalia	0	(1,725)	1,725		1,725	
Audit - External	0	(1,300)	1,300		1,300	
Audit - Internal	0	(3,200)	3,200		3,200	
Legal & Professional Fees	1,250	0	1,250	(1,250)	0	

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Election Expenses	0	(3,371)	3,371		3,371	
<u>Admin:Miscellaneous Costs</u>						
Publications	0	(270)	270		270	
Communications	0	(1,075)	1,075	(66)	1,009	
Subscriptions	(55)	(2,700)	2,645		2,645	
Meeting Expenses	0	(330)	330	(35)	295	
<u>CS:Public Space Management</u>						
Public Seat Maintenance	1,282	0	1,282	(1,324)	(42)	
Bus Shelter Maintenance	(385)	(1,460)	1,075	(3,122)	(2,047)	2,996
Public Realm Works	896	(2,150)	3,046	(1,530)	1,516	
Litter Bins	(150)	(990)	840		840	
War Memorial Maintenance	0	(84)	84		84	
Floral Display Materials	3,917	(7,000)	10,917	(3,917)	7,000	
Floral Display Labour	0	(9,000)	9,000		9,000	
Storage costs	0	(2,153)	2,153		2,153	
<u>CS:Local Service Offices</u>						
Staff Costs	(10,780)	(63,000)	52,220	(295)	51,925	
Transport	0	(9,340)	9,340		9,340	
Equipment	0	(2,490)	2,490		2,490	
<u>CS:Allotments</u>						
Water Charge	(59)	(450)	391		391	
Repairs & Maintenance	0	(1,100)	1,100		1,100	
<u>Parks & Play Areas:Projects</u>						
Play Equipment	(100)	0	(100)	(1,122)	(1,222)	
Parks & Green Spaces Officer	(7,000)	(7,000)	0		0	
<u>Parks & Play Areas:Splash Park</u>						
Electricity	(35)	(375)	340		340	
Site Cleaning	0	(800)	800		800	
Maintenance	162	(900)	1,062	(896)	166	
Water Quality Inspections	0	(6,300)	6,300	(6,180)	121	
Daily/Weekly Inspections	0	(3,045)	3,045		3,045	
Annual Inspection	0	(100)	100		100	
<u>Parks & Play Areas:Play Areas</u>						
Site Cleaning	0	(6,200)	6,200		6,200	
Maintenance	2,855	(10,750)	13,605	(3,329)	10,276	
Weekly Inspections	0	(5,877)	5,877		5,877	
Annual Inspections	0	(950)	950		950	

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<u>Promotion:Marketing</u>						
Advertising	(66)	(2,000)	1,934		1,934	
Leaflets	0	(2,250)	2,250		2,250	
Website	0	(850)	850		850	
Social Media	0	(1,000)	1,000		1,000	
Other marketing	247	(470)	717	(247)	470	
<u>Promotion:Autumn Festivals</u>						
Banners	0	(1,000)	1,000		1,000	
Promotion	0	(1,600)	1,600		1,600	
Food Festival	0	(2,000)	2,000		2,000	
HODS	0	(2,000)	2,000		2,000	
Film Festival	0	(2,000)	2,000		2,000	
Literary Festival	0	(2,000)	2,000		2,000	
<u>Promotion:Festive Lighting</u>						
Maintenance & Installation	0	(8,600)	8,600		8,600	
Christmas Trees	0	(600)	600		600	
NCC Labour Costs	0	(650)	650		650	
Other Costs	0	(215)	215		215	
<u>Grants:Events</u>						
Tweedmouth Feast	0	(2,000)	2,000		2,000	
Spittal Seaside Festival	0	(2,000)	2,000		2,000	
<u>Grants:Environment</u>						
BEES	0	(1,000)	1,000		1,000	
Berwick in Bloom	0	(900)	900		900	
<u>Grants:Community</u>						
Community Projects	0	(1,000)	1,000		1,000	
<u>CP:General</u>						
Hoppa Bus	(2,500)	(1,400)	(1,100)		(1,100)	
CCTV	0	(10,500)	10,500		10,500	
Events	(96)	0	(96)		(96)	
<u>CP:Neighbourhood Plan</u>						
Consultancy	1,440	0	1,440	(1,440)	0	
<u>Civic Expenditure:Civic Costs</u>						
Mayor Making	(175)	(750)	575	(216)	359	
Civic Support	0	(300)	300		300	
Freedom Costs	0	(200)	200		200	
Mayor's Sunday	0	(700)	700		700	
Civic Functions	0	(700)	700		700	

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Civic Visits	0	(300)	300		300	
Other Costs	(98)	(300)	202	(20)	182	
Civic Fund	0	(1,450)	1,450		1,450	
<u>Civic Expenditure:Civic Events</u>						
Remembrance Day	0	(1,838)	1,838		1,838	
Riding Bounds	(67)	(5,250)	5,183		5,183	
Other	0	(525)	525		525	
<u>Receipts</u>						
Precept	130,921	261,841	130,921			
Bank Interest	9	0	(9)			
Public Seats	600	0	(600)			300
Allotment fees	(22)	0	22			
Freedom Fees	75	0	(75)			
Schedule III	0	171,132	171,132			
Sundry	4	0	(4)			
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Grand Totals:- Income	131,587	432,973	301,386			
Expenditure	35,280	391,878	356,598	29,820	326,778	
Net Income over Expenditure	96,306	41,095	(55,211)			
plus Transfer from EMR	2,996					
less Transfer to EMR	300					
Movement to/(from) Gen Reserve	99,002					