

02/11/2021

Berwick upon Tweed Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 02/11/2021

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Admin:Staffing</u>							
Salaries	(118,487)	(49,370)	(121,058)	71,688		71,688	
National Insurance	(10,658)	(4,427)	(10,300)	5,873		5,873	
Pensions	(11,233)	(5,618)	(11,233)	5,615		5,615	
Training	(4,926)	0	(540)	540		540	
Travel & Subsistence	(58)	0	(540)	540		540	
Staff Memberships	(611)	(1,664)	(970)	(694)		(694)	
Meetings	0	(20)	(540)	520		520	
Payroll Cost	(250)	(104)	(350)	246		246	
<u>Admin:Office Costs</u>							
Rent	(11,506)	(6,276)	(11,506)	5,230		5,230	
Rates	(1,372)	(1,372)	(1,400)	28		28	
Electricity	(755)	(181)	(4,053)	3,872		3,872	
Telecoms	(1,783)	(805)	(1,900)	1,095		1,095	
IT Equipment	(708)	(5,621)	(430)	(5,191)	(2,486)	(7,677)	2,478
IT Support	(1,176)	(2,046)	(1,475)	(571)	(2,040)	(2,611)	
Equipment & Furniture	(285)	0	(400)	400		400	
Equipment Replacement Fund	0	0	(800)	800		800	
<u>Admin:Operational Costs</u>							
Accounting Software	(771)	(959)	(800)	(159)		(159)	
Postage	(583)	(258)	(470)	212		212	
Stationery	(198)	(127)	(540)	413		413	
Printing	(140)	0	(540)	540		540	
Photocopies	(483)	(138)	(1,075)	937	(153)	784	
Photocopier Support	(565)	(153)	(600)	447		447	
TC Website	(940)	(1,990)	(500)	(1,490)		(1,490)	
Bank Charges	(300)	(153)	(360)	207		207	
G-suite e-mail	(1,370)	(772)	(1,560)	788		788	
<u>Admin:Councillor Costs</u>							
Training	(525)	75	(540)	615	(275)	340	
Travel & Subsistence	0	0	(270)	270		270	
Supplies	(26)	(238)	(160)	(78)	(38)	(116)	
<u>Admin:Statutory Costs</u>							
Insurance - General	(742)	(751)	(745)	(6)		(6)	
Insurance - Play Area	(1,645)	(1,703)	(1,645)	(58)		(58)	
Insurance - Public Realm	(742)	(751)	(745)	(6)		(6)	
Insurance - Civic Regalia	(1,722)	(1,803)	(1,725)	(78)		(78)	
Audit - External	(1,300)	0	(1,300)	1,300		1,300	
Audit - Internal	(3,133)	(3,222)	(3,200)	(22)		(22)	
Legal & Professional Fees	(1,545)	1,250	0	1,250	(1,250)	0	

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Election Expenses	0	0	(3,371)	3,371		3,371	
<u>Admin:Miscellaneous Costs</u>							
Publications	(35)	0	(270)	270		270	
Communications	(186)	0	(1,075)	1,075	(66)	1,009	
Subscriptions	(1,676)	(55)	(2,700)	2,645		2,645	
Meeting Expenses	(177)	(70)	(830)	760	(427)	333	
<u>CS:Public Space Management</u>							
Public Seat Maintenance	(19,406)	217	0	217	(439)	(221)	
Public Seat Purchases	(1,325)	0	0	0		0	
Bus Shelter Maintenance	(7,085)	(1,491)	(1,460)	(31)	(702)	(733)	2,996
Public Realm Works	(8,814)	(2,120)	(2,150)	31	(658)	(628)	
Litter Bins	(943)	(150)	(990)	840	(834)	6	
War Memorial Maintenance	0	0	(84)	84		84	
Floral Display Materials	(5,518)	255	(7,000)	7,255	(5,214)	2,041	
Floral Display Labour	(8,934)	0	(9,000)	9,000		9,000	
Storage costs	(1,960)	(730)	(2,153)	1,423		1,423	
<u>CS:Local Service Offices</u>							
Staff Costs	(56,988)	0	(63,000)	63,000	(375)	62,625	
Transport	(7,688)	0	(9,340)	9,340		9,340	
Equipment	(2,050)	(2,297)	(2,490)	193	(2,297)	(2,104)	
<u>CS:Allotments</u>							
Water Charge	(269)	(129)	(450)	321		321	
Repairs & Maintenance	0	0	(1,100)	1,100		1,100	
National Allotment Society Sub	(55)	0	0	0		0	
<u>Parks & Play Areas:Projects</u>							
Play Equipment	(0)	(228)	0	(228)	(1,276)	(1,504)	
Parks & Green Spaces Officer	(7,000)	(7,000)	(7,000)	0		0	
<u>Parks & Play Areas:Splash Park</u>							
Electricity	(136)	(196)	(375)	179		179	
Site Cleaning	(400)	(750)	(800)	50		50	
Maintenance	(891)	(2,376)	(900)	(1,476)	(23,262)	(24,738)	
Water Quality Inspections	(2,461)	(1,854)	(6,300)	4,446	(4,326)	121	
Daily/Weekly Inspections	(275)	0	(3,045)	3,045		3,045	
Annual Inspection	(100)	0	(100)	100		100	
<u>Parks & Play Areas:Play Areas</u>							
Site Cleaning	(3,127)	0	(6,200)	6,200		6,200	
Maintenance	(11,101)	2,855	(10,750)	13,605	(1,629)	11,976	
Weekly Inspections	0	0	(5,877)	5,877		5,877	
Annual Inspections	(900)	0	(950)	950	(1,250)	(300)	

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<u>Promotion:Marketing</u>							
Advertising	(1,905)	(66)	(2,000)	1,934		1,934	
Leaflets	(758)	0	(2,250)	2,250		2,250	
Website	(1,100)	0	(850)	850		850	
Social Media	0	0	(1,000)	1,000		1,000	
Other marketing	(587)	(93)	(870)	777	(247)	530	
<u>Promotion:Autumn Festivals</u>							
Banners	(709)	0	(1,000)	1,000		1,000	
Promotion	0	(274)	(1,600)	1,326		1,326	
Food Festival	(404)	0	(2,000)	2,000		2,000	
HODS	(165)	0	(2,000)	2,000		2,000	
Film Festival	(2,000)	0	(2,000)	2,000		2,000	
Literary Festival	(1,999)	0	(2,000)	2,000		2,000	
<u>Promotion:Festive Lighting</u>							
Maintenance & Installation	(9,070)	0	(8,600)	8,600	(4,384)	4,216	
Lights & Fittings	(4,743)	0	0	0		0	
Christmas Trees	(500)	0	(600)	600		600	
NCC Labour Costs	(529)	0	(650)	650		650	
Other Costs	0	0	(215)	215		215	
<u>Grants:Events</u>							
Tweedmouth Feast	0	(986)	(2,000)	1,014	(236)	778	
Spittal Seaside Festival	0	0	(2,000)	2,000		2,000	
<u>Grants:Environment</u>							
BEES	(760)	0	(1,000)	1,000		1,000	
Berwick in Bloom	(21)	(177)	(900)	723	(177)	546	
<u>Grants:Community</u>							
Community Projects	0	(330)	(1,000)	670	(66)	604	
<u>Grants: Community Equipment Fun</u>							
Equipment	(79)	0	0	0		0	
<u>CP:General</u>							
Hoppa Bus	(10,000)	(5,000)	(1,400)	(3,600)		(3,600)	
Visitor Welcome	0	(5,247)	0	(5,247)		(5,247)	
CCTV	(10,070)	(1,216)	(10,500)	9,284	(1,120)	8,164	
Streetscape/Wayfinding	(5,388)	0	0	0		0	
Events	0	(96)	0	(96)		(96)	
<u>CP:Neighbourhood Plan</u>							
Consultancy	(2,400)	1,440	0	1,440	(1,472)	(32)	
Stationery & Equipment	(100)	0	0	0		0	

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<u>Civic Expenditure:Civic Costs</u>							
Mayor Making	0	(541)	(750)	209	(29)	180	
Civic Support	0	0	(300)	300		300	
Freedom Costs	(2)	(58)	(200)	142	(298)	(156)	
Mayor's Sunday	0	0	(700)	700	(1,638)	(938)	
Civic Functions	0	0	(700)	700		700	
Civic Visits	0	0	(300)	300		300	
Other Costs	(150)	(98)	(300)	202	(20)	182	
Civic Fund	0	0	(1,450)	1,450		1,450	
<u>Civic Expenditure:Civic Events</u>							
Remembrance Day	(395)	0	(1,838)	1,838	(16)	1,822	
Riding Bounds	2,960	(67)	(5,250)	5,183		5,183	
Other	0	0	(525)	525		525	
<u>Receipts</u>							
Precept	265,656	261,841	261,841	0			5,621
Bank Interest	1,343	15	0	(15)			
Public Seats	1,500	900	0	(900)			600
Play Areas	10,371	0	0	0			
Allotment fees	348	(22)	0	22			
Freedom Fees	141	75	0	(75)			
Schedule III	182,231	0	171,132	171,132			
refund	37	0	0	0			
Sundry	479	10	0	(10)			
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Grand Totals:- Income	462,106	262,819	432,973	170,154			
Expenditure	380,913	118,126	392,778	274,652	58,700	215,952	
Net Income over Expenditure	81,193	144,693	40,195	(104,498)			
plus Transfer from EMR	44,616	5,474					
less Transfer to EMR	11,497	6,221					
Movement to/(from) Gen Reserve	114,312	143,946					