



Berwick upon Tweed Town Council

Budget & Administration Committee 09 November 2021 Appendix J

Report of Assistant to the Clerk

Virement

Access Public

Background

1. Virements are the transfer of funds into and out of the planned budget to account for changing circumstances.

Issues

2. The Town Council has recently started to hold its meetings at alternative venues.
3. This incurs unplanned expenditure and requires a virement to balance budgets for meetings already held and those planned for the rest of the Municipal Year.
4. A virement of £950 is required from general reserves to Code 4254 [Meeting Expenses].

Recommendation

1. To recommend that the virement detailed in paragraph 4 is made.

Author	SC	Town Clerk sign off (if required)	GD
Checked by	N/A	Finance Officer sign off (if required)	N/A