

08/09/2022

## Berwick upon Tweed Town Council Current Year

Page 1

10:18

## Detailed Income &amp; Expenditure by Budget Heading 01/08/2022

Month No: 3

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Admin:Staffing</u>								
Salaries	(113,024)	(18,747)	(202,341)	183,594		183,594	9.3%	
National Insurance	(11,081)	(1,965)	(15,000)	13,035		13,035	13.1%	
Pensions	(10,734)	(2,558)	(19,610)	17,052		17,052	13.0%	
Training	0	(400)	(3,500)	3,100		3,100	11.4%	
Travel & Subsistence	(285)	0	(540)	540		540	0.0%	
Staff Memberships	(2,094)	0	(980)	980		980	0.0%	
Meetings	(103)	0	(545)	545	(40)	505	7.3%	
Payroll Cost	(246)	(33)	(354)	321		321	9.4%	
<u>Admin:Office Costs</u>								
Rent	(11,667)	(4,023)	(12,500)	8,477		8,477	32.2%	
Rates	(1,512)	(274)	0	(274)		(274)	0.0%	
Electricity	(259)	(320)	(1,500)	1,180		1,180	21.3%	
Telecoms	(1,812)	(548)	(2,000)	1,452	(216)	1,236	38.2%	
IT Equipment	(6,860)	0	(500)	500	(623)	(123)	124.7%	
IT Support	(3,273)	(1,378)	0	(1,378)	(128)	(1,506)	0.0%	
Equipment & Furniture	(17)	0	(500)	500	(1,836)	(1,336)	367.2%	
Cleaning	0	0	0	0	(10)	(10)	0.0%	
Equipment Replacement Fund	0	0	(800)	800		800	0.0%	
COConversion costs new premises	0	(12,157)	(40,000)	27,843	(16,406)	11,437	71.4%	
<u>Admin:Operational Costs</u>								
Accounting Software	(1,918)	0	(800)	800		800	0.0%	
Postage	(450)	0	(500)	500		500	0.0%	
Stationery	(781)	(19)	(600)	581	(14)	567	5.5%	
Printing	(168)	(29)	(600)	572		572	4.8%	
Photocopies	(240)	0	(1,100)	1,100		1,100	0.0%	
Photocopier Support	(153)	0	0	0		0	0.0%	
TC Website	(1,990)	(100)	(500)	400		400	20.0%	
Bank Charges	(344)	(66)	(360)	294		294	18.2%	
G-suite e-mail	(897)	0	(3,000)	3,000		3,000	0.0%	
<u>Admin:Councillor Costs</u>								
Training	75	0	(600)	600	(35)	565	5.8%	
Travel & Subsistence	0	0	(300)	300		300	0.0%	
Supplies	(252)	0	(200)	200		200	0.0%	
<u>Admin:Statutory Costs</u>								
Insurance - General	(751)	0	(745)	745		745	0.0%	
Insurance - Play Area	(1,703)	0	(1,645)	1,645		1,645	0.0%	
Insurance - Public Realm	(751)	0	(745)	745		745	0.0%	
Insurance - Civic Regalia	(1,803)	0	(1,725)	1,725		1,725	0.0%	

Continued over page

## Detailed Income &amp; Expenditure by Budget Heading 01/08/2022

Month No: 3

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Audit - External	(1,000)	0	(1,300)	1,300		1,300	0.0%	
Audit - Internal	(3,222)	(3,422)	(3,650)	228		228	93.8%	
Legal & Professional Fees	(1,465)	(958)	0	(958)	(2,408)	(3,366)	0.0%	
Election Expenses	(1,324)	0	(2,500)	2,500		2,500	0.0%	
<u>Admin:Miscellaneous Costs</u>								
Publications	0	0	(270)	270		270	0.0%	
Communications	(424)	0	(1,100)	1,100		1,100	0.0%	
Publicity	(2,500)	(4,167)	(2,700)	(1,467)	(4,167)	(5,633)	308.6%	
Subscriptions	(90)	0	(1,577)	1,577		1,577	0.0%	
Meeting Expenses	(973)	(474)	(1,577)	1,104	(138)	966	38.7%	
<u>CS:Public Space Management</u>								
Public Seat Maintenance	(1,381)	(471)	(13,890)	13,419	(149)	13,270	4.5%	62
Bus Shelter Maintenance	(9,144)	(1,841)	(20,000)	18,159	(820)	17,339	13.3%	
Public Realm Works	(6,164)	(2,070)	(13,150)	11,080	(1,020)	10,060	23.5%	
Litter Bins	(2,202)	0	(1,000)	1,000	(38)	962	3.8%	
Floral Display Materials	(5,547)	0	(7,000)	7,000	(672)	6,328	9.6%	
Floral Display Labour	(5,494)	0	(5,000)	5,000		5,000	0.0%	
Storage costs	(1,960)	(300)	(2,000)	1,700		1,700	15.0%	
<u>CS:Local Service Offices</u>								
Staff Costs	(69,659)	0	0	0		0	0.0%	
Training	(9,150)	0	0	0		0	0.0%	
Transport	(2,496)	0	(10,000)	10,000		10,000	0.0%	
Equipment	(2,297)	0	(2,500)	2,500		2,500	0.0%	
Service Transfer	0	0	(13,842)	13,842		13,842	0.0%	
Depot costs	0	0	(10,000)	10,000		10,000	0.0%	
<u>CS:Allotments</u>								
Water Charge	(234)	0	(450)	450		450	0.0%	
Repairs & Maintenance	(105)	0	(1,100)	1,100		1,100	0.0%	
National Allotment Society Sub	0	(55)	0	(55)		(55)	0.0%	
<u>Parks &amp; Play Areas:Projects</u>								
Play Equipment	(1,350)	0	(7,500)	7,500	(203,574)	(196,074)	2714.3%	
Parks & Green Spaces Officer	(7,000)	0	0	0		0	0.0%	
Spittal Play Park refurb	0	0	(203,000)	203,000		203,000	0.0%	
Loan Repayment	0	0	(15,000)	15,000		15,000	0.0%	
<u>Parks &amp; Play Areas:Splash Park</u>								
Electricity	(250)	(37)	(375)	338		338	9.8%	
Site Cleaning	(850)	(210)	0	(210)		(210)	0.0%	
Maintenance	(24,900)	(411)	(900)	489	(6,666)	(6,177)	786.3%	
Water Quality Inspections	(4,326)	(1,969)	(6,300)	4,331	(2,105)	2,226	64.7%	

## Detailed Income &amp; Expenditure by Budget Heading 01/08/2022

Month No: 3

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Daily/Weekly Inspections	(832)	0	0	0		0	0.0%	
Annual Inspection	0	0	(100)	100		100	0.0%	
<u>Parks &amp; Play Areas:Play Areas</u>								
Site Cleaning	(1,664)	(930)	0	(930)		(930)	0.0%	
Maintenance	(585)	(2,402)	(14,500)	12,098	(2,054)	10,044	30.7%	
Weekly Inspections	0	(976)	0	(976)	(47)	(1,023)	0.0%	
Annual Inspections	(1,250)	0	(1,000)	1,000		1,000	0.0%	
<u>Promotion:Marketing</u>								
Advertising	(66)	0	(2,000)	2,000		2,000	0.0%	
Leaflets	0	0	(2,250)	2,250		2,250	0.0%	
Website	(500)	0	(850)	850		850	0.0%	
Social Media	0	0	(1,000)	1,000		1,000	0.0%	
Other marketing	(93)	0	(500)	500		500	0.0%	
Visitor services Support	0	0	(7,000)	7,000		7,000	0.0%	
<u>Promotion:Autumn Festivals</u>								
Universal costs	(720)	0	(1,000)	1,000		1,000	0.0%	
Promotion	(274)	0	(1,600)	1,600		1,600	0.0%	
Food Festival	0	0	(2,000)	2,000		2,000	0.0%	
HODS	(1,405)	0	(2,000)	2,000		2,000	0.0%	
Film Festival	(961)	0	(2,000)	2,000		2,000	0.0%	
Literary Festival	(2,000)	0	(2,000)	2,000		2,000	0.0%	
New Music Festival	0	0	(2,000)	2,000		2,000	0.0%	
<u>Promotion:Festive Lighting</u>								
Maintenance & Installation	(13,281)	0	(9,000)	9,000		9,000	0.0%	
Lights & Fittings	(165)	0	(10,000)	10,000		10,000	0.0%	
Christmas Trees	(500)	0	(600)	600		600	0.0%	
NCC Labour Costs	(529)	0	(650)	650		650	0.0%	
Other Costs	0	0	(215)	215		215	0.0%	
<u>May Fair &amp; Market</u>								
Expense	0	(216)	0	(216)		(216)	0.0%	
<u>Grants:Events</u>								
Tweedmouth Feast	(986)	(500)	(2,000)	1,500		1,500	25.0%	
Spittal Seaside Festival	(2,088)	0	(2,000)	2,000		2,000	0.0%	
Other Events Grants	(400)	0	0	0		0	0.0%	
<u>Grants:Environment</u>								
BEES	0	0	(1,000)	1,000		1,000	0.0%	
Berwick in Bloom	(177)	0	0	0		0	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 01/08/2022

Month No: 3

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Grants:Community</u>								
Community Projects	(330)	(1,000)	(1,000)	0		0	100.0%	
<u>CP:General</u>								
Town Improvement Projects	0	(92)	(44,950)	44,858	(9,661)	35,197	21.7%	
Hoppa Bus	(10,000)	(2,500)	(15,000)	12,500		12,500	16.7%	
Visitor Welcome	(12,747)	(5,000)	0	(5,000)		(5,000)	0.0%	
CCTV	(5,877)	(1,248)	(10,500)	9,252		9,252	11.9%	
<u>CP:Neighbourhood Plan</u>								
Consultancy	(97)	0	0	0	(57)	(57)	0.0%	
Stationery & Equipment	(105)	0	0	0		0	0.0%	
<u>Civic Expenditure:Civic Costs</u>								
Mayor Making	(541)	(331)	(1,000)	669		669	33.1%	
Civic Support	0	0	(500)	500		500	0.0%	
Freedom Costs	(358)	(105)	(200)	95	(165)	(70)	135.0%	
Civic Equipment	0	(998)	0	(998)	(142)	(1,140)	0.0%	
Mayor's Sunday	(1,698)	0	(1,000)	1,000		1,000	0.0%	
Civic Functions	(125)	0	(1,000)	1,000		1,000	0.0%	
Civic Visits	0	0	(500)	500		500	0.0%	
Other Costs	(367)	(88)	(500)	412	(89)	324	35.3%	
Civic Fund	0	0	(1,500)	1,500		1,500	0.0%	
<u>Civic Expenditure:Civic Events</u>								
Remembrance Day	(1,485)	0	(2,000)	2,000		2,000	0.0%	
Riding Bounds	(67)	(7,198)	(6,000)	(1,198)	(1,239)	(2,437)	140.6%	
Other	(678)	(1,160)	(525)	(635)		(635)	221.0%	
<u>Receipts</u>								
Precept	261,841	134,791	269,581	134,791			50.0%	
Bank Interest	27	19	1,000	982			1.9%	
Public Seats	1,500	0	1,000	1,000			0.0%	
Allotment fees	630	41	340	299			12.1%	
Freedom Fees	200	125	100	(25)			125.0%	125
Schedule III	150,261	0	174,042	174,042			0.0%	
Charitable Receipts	150	80	0	(80)			0.0%	80
Borrowing re SPittal Play Park	0	0	175,000	175,000			0.0%	
refund	447	0	0	0			0.0%	
Sundry	734	3	0	(3)			0.0%	
<b>Grand Totals:- Income</b>	<b>415,790</b>	<b>135,058</b>	<b>621,063</b>	<b>486,005</b>			<b>21.7%</b>	
<b>Expenditure</b>	<b>403,551</b>	<b>83,745</b>	<b>815,211</b>	<b>731,466</b>	<b>254,520</b>	<b>476,947</b>	<b>41.5%</b>	
<b>Net Income over Expenditure</b>	<b>12,239</b>	<b>51,313</b>	<b>(194,148)</b>	<b>(245,461)</b>				
plus Transfer from EMR	5,579	0						
less Transfer to EMR	8,728	267						
<b>Movement to/(from) Gen Reserve</b>	<b>9,090</b>	<b>51,046</b>						