



Remote Finance & General Purposes Committee Meeting

Wednesday, 22nd July 2020

Councillors: K Beer, D Haggerty, D Ledger, J Rowland, J Russell, A Singh, M Hartnell & E Bowman

14th July 2020

Dear Councillor,

You are hereby summoned to attend a meeting of the **Finance & General Purposes Committee on Wednesday, 22nd July 2020 at 5.15pm**. In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held remotely and Members of the Town Council and members of the public can access the meeting by taking the following steps:

Log onto www.zoom.us

Should any members of the public wish to attend via Zoom they should contact the Town Clerk who will provide log in details for the meeting.

It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Julia Mutlow

Town Clerk

AGENDA

- | | |
|------------|--------------------------|
| 20/F&GP/01 | Apologies for absence |
| 20/F&GP/02 | Declaration of interests |



To receive any declarations of interest not included in the register of interest from Members in respect of items of business included on the agenda for this meeting

20/F&GP/03

Minutes of the previous meeting

To approve the minutes of the Finance & General Purposes Committee meeting held on Monday 16th June 2020

20/F&GP/04

Public Question Time

To allow questions or reports from members of the public

20/F&GP/05

Payments, Receipts and Unpaid Invoices

To note schedule of payments, receipts and any unpaid invoices to 30 June 2020. It is **RECOMMENDED** that Members:

1. approve payments & receipts
2. note there are no outstanding unpaid invoices

20/F&GP/06

Bank Reconciliation

It is **RECOMMENDED** that Members approve the bank reconciliation to 30 June 2020

20/F&GP/07

Petty Cash Reconciliation

It is **RECOMMENDED** that Members approve the petty cash Reconciliation to 30 June 2020

20/F&GP/08

Review banking arrangements and authorised signatories

To review and confirm the Council's banking arrangements and authorised signatories. It is **RECOMMENDED** that Members:

1. approve the Council's ongoing banking arrangements including the continued authorisation of the Town Clerk as Service Administrator for the purposes of internet banking for payments up to £2,100
2. approve the ongoing authorisation of Cllrs. Beer, Rowland, Ledger, Singh and the Town Clerk as the Council's authorised signatories, and any such additions, as considered appropriate

20/F&GP/09

Review of the Committee Terms of Reference

To review the updated terms of reference for this Committee and **RECOMMEND** their adoption by Council

20/F&GP/10

Budget Review – 2020/21 Q.1

To receive a report on the 2020/21 Q.1, including details of any material variances. It is **RECOMMENDED** that Members note the



budget to date and make any such adjustments between budgets as they consider appropriate.

Confidential Items

The Chairman will move that in accordance with the Council's Standing Order 3 (d) press and public will be excluded from the meeting during the discussions of item 11 & 12 on this agenda as there is likely to be disclosure of confidential information.

20/F&GP/11 Consideration of request by Gateway Theatre

20/F&GP/12 Review of payments regarding Tourist Information Services



Minutes of the Remote Finance & General Purposes Committee Meeting on Tuesday, 16th June 2020

Present:

Chairman: Cllr. D Ledger

Councillors: K Beer, J Rowland, A Singh & D Haggerty

In attendance: Town Clerk

Others present: Cllr E Bowman

1. Apologies for absence

Apologies for absence received from Cllr. Russell

2. Declarations of Interest

Cllrs. Ledger and Rowland declared a personal interest as councillors with East Devon District Council (EDDC)

3. Minutes of the previous meeting

The Committee **RESOLVED** to agree the minutes of the Finance and General Purposes meeting held on Monday 24 February 2020.
(moved Cllr Ledger; seconded Cllr Haggerty)

4. Public Question Time

No questions were asked by members of the public.

5. Payments, Receipts & Unpaid Invoices

Members received a report of payments, income and unpaid invoices as at 31 May 2020 and **RESOLVED** to:

- ratify the schedule of payments up to 31 May 2020 as already approved under the Council's Scheme of Delegations;
- noted the receipts up to 31 May 2020; and
- noted the outstanding unpaid invoices as at 31 May 2020
(moved Cllr Rowland; seconded Cllr Singh)

6. Bank Reconciliation

Members **RESOLVED** to approve the bank reconciliation to 31 May 2020
(moved Cllr Rowland; seconded Cllr Beer)

7. Petty Cash Reconciliation

Members **RESOLVED** to approve the petty cash reconciliation to 31 May 2020
(moved Cllr Singh; seconded Cllr Haggerty)



8. Budget Review 2020/21

Members considered the Clerk's report and income and expenditure as at 31 May 2020.

Members considered the various proposals set out in the report and the Clerk raised the proposal by Cllr Hartnell, who could not be present, that the sum of £5,000-£10,000 be allocated in respect of the business grant scheme proposed at the Council meeting on 6 May with a draft policy being brought forward to the next Council meeting for consideration. Additionally, Cllr Hartnell asked the Committee to consider increasing the existing grants budget from £8,000 to £13,000.

Cllr Rowland raised the issue of EDDC's decision to remove the outside gym equipment from Seafield Gardens and expressed disappointment that the local ward members had not been consulted on this as it was a popular and well used town asset. He believed that when the equipment was installed it has cost about £16,000 and he asked the Committee to consider whether the Town Council might consider funding the replacement of the equipment, albeit the figure would now be higher than that, if arrangements could be made with EDDC to be responsible for the ongoing maintenance. Cllr Ledger suggested that perhaps CIL funding could be used towards the cost of a replacement.

Cllr Haggerty raised the question of the Town Guide and stated his view that little investment would be needed for 2021 as it was likely that, unfortunately, tourism would still be restricted due to the pandemic, and 2022 would be the big year for tourism

Furthermore, Members noted the issues raised surrounding the implementation of the of the existing planning consent for the first phased of the Seafront Enhancement Scheme. These issues included the legality of the tender process carried out, budget, lack of a contract for the works, obligations required by the s278 highways agreement and outstanding planning conditions that required discharging prior to commencement of the development. It was further noted that the Clerk and Cllrs. Beer and Rowland would be meeting with Carl Northcott the following day. In light of the various outstanding matters, Members agreed that the matter should be referred back to Council for further consideration at its next meeting.

Members **RESOLVED** to note the budget and agreed virements totally £17,500 from the following budget lines to be placed in a general contingency until a decision was made as to how the monies should most appropriately be reallocated:

- 4485 – Insurance - £1,000
- 4185 - Town Guide – £2,000
- 4275 – Marketing - £5,000
- 4912 - Cycle Fest - £7,500
- 4722 – VE Day - £2,000



Furthermore, Members **RESOLVED** to recommend to full Council that the decision to progress the Seafront Enhancement Scheme be reconsidered in light of the recently identified budgetary and other issues requiring resolution prior to commencement of the development.

(moved Cllr Beer; seconded Cllr Rowland)

Meeting closed at 6.38pm

Chairman: _____

Date: _____

Time: 13:04

Bank Reconciliation up to 30/06/2020 for Cashbook No 1 - Treasurer's Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
13/10/2019	9363	80.00		80.00		R <input type="checkbox"/>	The Flexible Connection
29/02/2020	9394	40.00		40.00		R <input type="checkbox"/>	
02/03/2020	9410	178.00		178.00		R <input type="checkbox"/>	Harcombe Engineering
16/03/2020	9426	510.00		510.00		R <input type="checkbox"/>	Seaton Print and Design
01/06/2020	30347832	1,786.62		1,786.62		R <input type="checkbox"/>	East Devon District Council
01/06/2020	30347823	155.00		155.00		R <input type="checkbox"/>	East Devon District Council
01/06/2020	30347814	70.00		70.00		R <input type="checkbox"/>	East Devon District Council
01/06/2020	0017695	242.87		242.87		R <input type="checkbox"/>	British Gas Lite
02/06/2020	DC	145.14		145.14		R <input type="checkbox"/>	Mainland Aggregates Ltd
03/06/2020	1130010499	49.20		49.20		R <input type="checkbox"/>	Grenke Leasing Ltd
07/06/2020	Room Fee		70.00	70.00		R <input type="checkbox"/>	Receipt(s) Banked
09/06/2020	MAY 2020	90.00		90.00		R <input type="checkbox"/>	Seaton & District Window Clean
09/06/2020	BACS	979.20		979.20		R <input type="checkbox"/>	RBS Rialtas Business Solutions
09/06/2020	BACS-Core	334.80		334.80		R <input type="checkbox"/>	Core Office IT
09/06/2020	BACS-HARC.	274.00		274.00		R <input type="checkbox"/>	Harcombe Engineering
09/06/2020	BACS-SWW	12.65		12.65		R <input type="checkbox"/>	South West Water Business
09/06/2020	Allot Fee		23.25	23.25		R <input type="checkbox"/>	Receipt(s) Banked
09/06/2020	Allot Fee		20.25	20.25		R <input type="checkbox"/>	Receipt(s) Banked
12/06/2020	Allot Fee		20.75	20.75		R <input type="checkbox"/>	Receipt(s) Banked
15/06/2020	June 2020	170.25		170.25		R <input type="checkbox"/>	Gazprom Energy
16/06/2020	Allot Fee		20.40	20.40		R <input type="checkbox"/>	Receipt(s) Banked
18/06/2020	BACS	60.16		60.16		R <input type="checkbox"/>	Abbots
18/06/2020	BACS-MAY20	1,259.17		1,259.17		R <input type="checkbox"/>	Scalwell Lane Nursery
18/06/2020	BACS-18/6	178.00		178.00		R <input type="checkbox"/>	Harcombe Engineering
18/06/2020	6284-1	5,815.50		5,815.50		R <input type="checkbox"/>	Blaze Concepts Lts
18/06/2020	CORR	40.00		40.00		R <input type="checkbox"/>	The Bchir Sisters
18/06/2020	BACS	-178.00		-178.00		R <input type="checkbox"/>	Harcombe Engineering
18/06/2020	correct	-80.00		-80.00		R <input type="checkbox"/>	The Bchir Sisters
18/06/2020	Refund		300.00	300.00		R <input type="checkbox"/>	Receipt(s) Banked
20/06/2020	Allot Fee		27.00	27.00		R <input type="checkbox"/>	Receipt(s) Banked
20/06/2020	S/Charge		24.65	24.65		R <input type="checkbox"/>	Receipt(s) Banked
25/06/2020	BACS	2,144.11		2,144.11		R <input type="checkbox"/>	Devon Pension Fund
25/06/2020	BACS	2,191.19		2,191.19		R <input type="checkbox"/>	HMRC
25/06/2020	BACS	5,946.39		5,946.39		R <input type="checkbox"/>	STC Employees
25/06/2020	Allot Fee		18.00	18.00		R <input type="checkbox"/>	Receipt(s) Banked
26/06/2020	JUNE2020	38.28		38.28		R <input type="checkbox"/>	Talk Talk
26/06/2020	BACS	302.44		302.44		R <input type="checkbox"/>	Zurich Municipal
29/06/2020	Top Up	150.00		150.00		R <input type="checkbox"/>	Petty Cash
30/06/2020	JUNE 2020	84.00		84.00		R <input type="checkbox"/>	Thomas Westcott Chartered Acco
30/06/2020	BACS	83.14		83.14		R <input type="checkbox"/>	Copycare Ltd
30/06/2020	BACS	144.00		144.00		R <input type="checkbox"/>	GB Sport & Leisure
30/06/2020	DC	243.58		243.58		R <input type="checkbox"/>	Nisbets
30/06/2020	9363X	-80.00		-80.00		R <input type="checkbox"/>	The Flexible Connection
30/06/2020	Bench Fee		120.00	120.00		R <input type="checkbox"/>	Receipt(s) Banked

Bank Reconciliation up to 30/06/2020 for Cashbook No 1 - Treasurer's Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
		<u>23,459.69</u>	<u>644.30</u>				

**Bank Reconciliation Statement as at 30/06/2020
for Cashbook 1 - Treasurer's Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Treasurer's Account	30/06/2020	0	368,000.46
			<hr/> 368,000.46
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
30/06/2020 DC Nisbets		243.58	
			<hr/> 243.58
			367,756.88
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			367,756.88
		Balance per Cash Book is :-	367,756.88
		Difference is :-	0.00

PETTY CASH RECONCILIATION

Petty Cash: June 2020

Cash Brought Forward & Top Ups	
Cash Balance b/f as at 1.6.2020	52.89
Top Up	150.00
TOTAL	£202.89

June Vouchers			
WHSmith	£2.10	WHSmith	£0.98
WHSmith	£0.98	MNR Mowers	£8.00
WHSmith	£0.98		
Co-op	£7.44		
Total Vouchers =		£20.48	

Cash Balance at 30 June 2020	
£20	120.00
£10	50.00
£5	5.00
£1	3.00
50p	1.50
20p	1.20
10p	0.20
5p	0.80
2p	0.26
1p	0.45
Total Cash Balance	£182.41

TOTAL (cash + vouchers) = £202.89

Completed by *[Signature]* (Town Clerk)

Checked by *[Signature]* (Other Officer)

Date 1 July 2020

Councillor *[Signature]*

Date 1 July 2020

Finance & General Purposes Committee – Terms of Reference

Membership

Six members of the Council plus the Chairman and Vice-Chairman as ex-officio.

Membership of the Committee to be decided upon its creation and the membership of the Committee to be re-appointed at the Annual Council Meeting in May each year.

Delegated Powers

This Committee is authorised to:

1. receive and approve details of all payments authorised in the course of the business of the Town Council, including those purchased with the Council's debit card
2. monitor income and expenditure each month against the approved budgets for all committees
3. consider all matters delegated to it, in accordance with the Council's adopted Financial Regulations
4. consider any matter which does not fall within the remit of any other committee. Where there is a specific budget for such a matter, the Finance & General Purposes Committee shall have delegated power to authorise expenditure. Where there is no specific budget, the Committee shall make recommendations to Council
5. authorise the transfer of unspent and available amounts between budget headings or to an earmarked reserve, as they consider appropriate, during any financial year
6. monitor the Council's activity in accordance with the Council's Financial Regulations
7. receive and consider each committee's proposals in respect of revenue and capital and sources of funding for the following financial year not later than the end of October each year
8. produce detailed estimates of all income and expenditure, including the use of reserves and all sources of funding for each financial year in the form of a budget and present it to Council at its December meeting for Council to enable it to approve budget and set precept for the next financial year
9. review cheque signatories annually at the first meeting of each new financial year

- 10.** review the Council's banking arrangements, including the bank mandate, annually at the first meeting of each new financial year
- 11.** undertake periodic checks on petty cash expenditure and to approve petty cash expenditure at each meeting
- 12.** receive details of bank statements and confirm reconciliation at each meeting
- 13.** make such decisions as they consider necessary, including incurring expenditure within approved budgets, on all matters affecting any buildings and land owned by Seaton Town Council. Such decisions will include:
 - ensuring leases are in place and fit for purpose and that tenants comply with the terms and conditions of the lease
 - marketing available space for rent at the Marshlands Centre
 - ensuring buildings and land are maintained and fit for purpose for tenants, hirers, employees and all other users, including ensuring the appropriate risk assessments, health and safety checks, fire safety precautions, legionella checks and any other required inspections have been conducted
 - preparing of an annual budget plan to cover all maintenance and running costs for buildings and land and longer-term development/maintenance funds, as considered appropriate
- 14.** prepare recommendations for full Council for any critical expense required that is not within the approved budget for any given year
- 15.** invite specialist professional officers or advisors to attend meetings to provide guidance as to matters under discussion

Updated August 2020

Detailed Income & Expenditure by Budget Heading 30/06/2020

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Precept</u>							
1076 Precept	168,991	337,982	168,991			50.0%	
Precept :- Income	168,991	337,982	168,991			50.0%	0
Net Income	168,991	337,982	168,991				
<u>110 Staffing</u>							
1088 Misc Fees	100	0	(100)			0.0%	
Staffing :- Income	100	0	(100)				0
4000 Salaries	22,793	122,432	99,639		99,639	18.6%	
4005 HMRC - Employer NIC	2,129	9,468	7,339		7,339	22.5%	
4010 Pensions	6,581	24,075	17,494		17,494	27.3%	
Staffing :- Indirect Expenditure	31,504	155,975	124,471	0	124,471	20.2%	0
Net Income over Expenditure	(31,404)	(155,975)	(124,571)				
<u>120 Core Costs</u>							
1110 EDDC Plan Holding Fees	0	2,526	2,526			0.0%	
1120 Allotments Administration	0	1,000	1,000			0.0%	
1705 Grants Received	1,610	0	(1,610)			0.0%	
Core Costs :- Income	1,610	3,526	1,916			45.7%	0
4060 Training & Resources	116	2,000	1,884		1,884	5.8%	
4065 Travel & Misc. Expenses	0	1,000	1,000		1,000	0.0%	
4070 Advertising - general	0	550	550		550	0.0%	
4075 Payroll Services	351	600	249		249	58.5%	
4080 Equipment	68	5,000	4,932		4,932	1.4%	
4110 Telephone/Wifi	96	400	304		304	24.0%	
4120 Stationery/Postage	221	800	579		579	27.6%	
4125 Professional Subscriptions	929	2,000	1,071		1,071	46.5%	
4130 Website	4,846	2,000	(2,846)		(2,846)	242.3%	
4135 Photocopier (inc. lease)	210	900	690		690	23.3%	
4170 Audit Fees	0	1,500	1,500		1,500	0.0%	
4175 Legal and Professional Fees	0	2,500	2,500		2,500	0.0%	
4180 Bank & Finance Charges	0	100	100		100	0.0%	
4190 IT Support & Software	678	4,000	3,322		3,322	16.9%	
4195 Accounts Software & Support	1,376	2,200	824		824	62.5%	
4425 Vehicle (inc. insurance)	336	2,000	1,664		1,664	16.8%	
4445 Vehicle Replacement Fund	0	2,000	2,000		2,000	0.0%	
4485 Insurance	3,605	5,000	1,395		1,395	72.1%	
4950 General Sundries	0	300	300		300	0.0%	
Core Costs :- Indirect Expenditure	12,832	34,850	22,018	0	22,018	36.8%	0
Net Income over Expenditure	(11,222)	(31,324)	(20,102)				

Detailed Income & Expenditure by Budget Heading 30/06/2020

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Grants</u>							
4220 Grants & Donations Paid	0	8,000	8,000		8,000	0.0%	
Grants :- Indirect Expenditure	0	8,000	8,000	0	8,000	0.0%	0
Net Expenditure	0	(8,000)	(8,000)				
<u>135 Covid 19 Response</u>							
1705 Grants Received	4,460	0	(4,460)			0.0%	
Covid 19 Response :- Income	4,460	0	(4,460)				0
4300 Leaflets	650	0	(650)		(650)	0.0%	
4605 Signage & Noticeboards	150	0	(150)		(150)	0.0%	
Covid 19 Response :- Indirect Expenditure	800	0	(800)	0	(800)		0
Net Income over Expenditure	3,660	0	(3,660)				
<u>140 Local Democracy</u>							
4225 Chairman's Allowance	0	250	250		250	0.0%	
4230 Civic Expenses	0	250	250		250	0.0%	
4245 Elections	0	3,000	3,000		3,000	0.0%	
4250 Civic Regalia	0	500	500		500	0.0%	
4255 Town Crier Expenses	0	300	300		300	0.0%	
Local Democracy :- Indirect Expenditure	0	4,300	4,300	0	4,300		0
Net Expenditure	0	(4,300)	(4,300)				
<u>165 Play Parks & Open Spaces</u>							
4365 Seaton Down	236	1,000	764		764	23.6%	
4370 Cliff Field Gardens	1,508	9,450	7,942		7,942	16.0%	
4375 Elizabeth Road Play Park	155	2,338	2,183	540	1,643	29.7%	
4377 Underfleet Play Park	331	2,601	2,270		2,270	12.7%	
4380 Health & Safety & Inspections	204	200	(4)		(4)	101.8%	
Play Parks & Open Spaces :- Indirect Expenditure	2,434	15,589	13,155	540	12,615	19.1%	0
Net Expenditure	(2,434)	(15,589)	(13,155)				
<u>170 Amenities - General</u>							
4045 Contractor	120	4,000	3,880		3,880	3.0%	
4290 Road Safety	0	100	100		100	0.0%	
4385 Storage Rental	285	1,400	1,115		1,115	20.4%	
4395 Bus Shelter -Clean & Maint	0	3,200	3,200		3,200	0.0%	

Detailed Income & Expenditure by Budget Heading 30/06/2020

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4397 General Contingency	0	1,500	1,500		1,500	0.0%	
4400 Bin Emptying	0	2,300	2,300		2,300	0.0%	
4405 Street Furniture Maintenance	330	2,000	1,670		1,670	16.5%	
4422 Footpaths	238	927	689		689	25.7%	
4880 Contractor - Planting and Wate	0	12,500	12,500		12,500	0.0%	
Amenities - General :- Indirect Expenditure	973	27,927	26,954	0	26,954	3.5%	0
Net Expenditure	(973)	(27,927)	(26,954)				
190 Marshlands							
1300 Function room hire income	91	1,500	1,409			6.0%	
1360 Rental Income	41	10,000	9,959			0.4%	
Marshlands :- Income	132	11,500	11,368			1.1%	0
4500 Business Rates	1,916	9,000	7,084		7,084	21.3%	
4505 Gas	792	3,000	2,208		2,208	26.4%	
4510 Electricity	541	2,500	1,959		1,959	21.6%	
4515 Water	111	550	439		439	20.2%	
4520 Cleaning & Hygiene	380	3,000	2,620		2,620	12.7%	
4555 Electrical PAT Testing	0	400	400		400	0.0%	
4560 Fire Inspections & Servicing	0	1,000	1,000		1,000	0.0%	
4610 Kitchen Supplies & General Sun	56	400	344		344	14.0%	
4625 Alarm Contract & Maintenance	0	850	850		850	0.0%	
4675 Maintenance - General	440	9,000	8,560		8,560	4.9%	
Marshlands :- Indirect Expenditure	4,238	29,700	25,462	0	25,462	14.3%	0
Net Income over Expenditure	(4,106)	(18,200)	(14,094)				
195 Town Hall & other leases							
1310 Town Hall Income	0	1,053	1,053			0.0%	
Town Hall & other leases :- Income	0	1,053	1,053			0.0%	0
4675 Maintenance - General	1,135	0	(1,135)	150	(1,285)	0.0%	
Town Hall & other leases :- Indirect Expenditure	1,135	0	(1,135)	150	(1,285)		0
Net Income over Expenditure	(1,135)	1,053	2,188				
200 Town Development & Tourism							
4185 Town Guide	2,500	7,300	4,800		4,800	34.2%	
4275 General Town Marketing	0	15,000	15,000		15,000	0.0%	
4317 Seafront Water Fountain	0	1,500	1,500		1,500	0.0%	
4632 Coach Friendly	0	750	750		750	0.0%	

Detailed Income & Expenditure by Budget Heading 30/06/2020

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4650 Tourist Information Service	0	21,630	21,630		21,630	0.0%	
Town Development & Tourism :- Indirect Expenditure	2,500	46,180	43,680	0	43,680	5.4%	0
Net Expenditure	(2,500)	(46,180)	(43,680)				
<u>210 Allotments</u>							
1130 Allotment Fees	2,881	0	(2,881)			0.0%	
Allotments :- Income	2,881	0	(2,881)				0
4675 Maintenance - General	0	500	500		500	0.0%	
4680 Administration Cost	0	1,000	1,000		1,000	0.0%	
4730 Annual Grounds Contract	190	1,140	950		950	16.7%	
Allotments :- Indirect Expenditure	190	2,640	2,450	0	2,450	7.2%	0
Net Income over Expenditure	2,691	(2,640)	(5,331)				
<u>225 Cycle Fest</u>							
1620 Cycle Fest Income	0	6,000	6,000			0.0%	
Cycle Fest :- Income	0	6,000	6,000			0.0%	0
4912 Cycle Fest 2020 / 2021	0	15,000	15,000		15,000	0.0%	
Cycle Fest :- Indirect Expenditure	0	15,000	15,000	0	15,000	0.0%	0
Net Income over Expenditure	0	(9,000)	(9,000)				
<u>227 Events</u>							
1092 Ice Rink Income	0	10,000	10,000			0.0%	
1700 Donations	1,359	0	(1,359)			0.0%	
Events :- Income	1,359	10,000	8,641			13.6%	0
4265 Events Budget - General	(80)	1,000	1,080		1,080	(8.0%)	
4720 Party in the Park	0	300	300		300	0.0%	
4722 VE Day	1,232	4,000	2,768		2,768	30.8%	
4840 Christmas	165	10,000	9,835		9,835	1.7%	
4844 Ice Rink Expenditure	0	10,000	10,000		10,000	0.0%	
Events :- Indirect Expenditure	1,317	25,300	23,983	0	23,983	5.2%	0
Net Income over Expenditure	42	(15,300)	(15,342)				
<u>280 Community</u>							
1370 CIL Levy Funding	801	0	(801)			0.0%	801
Community :- Income	801	0	(801)				801

Detailed Income & Expenditure by Budget Heading 30/06/2020

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4835 Banners, Flags & Bunting	443	2,000	1,557		1,557	22.1%	
4870 Snow and Flood Warden	0	1,500	1,500		1,500	0.0%	
4875 Seafront Enhancement Scheme	0	11,000	11,000		11,000	0.0%	
Community :- Indirect Expenditure	<u>443</u>	<u>14,500</u>	<u>14,057</u>	<u>0</u>	<u>14,057</u>	<u>3.1%</u>	<u>0</u>
Net Income over Expenditure	<u>358</u>	<u>(14,500)</u>	<u>(14,858)</u>				
6001 less Transfer to EMR	801						
Movement to/(from) Gen Reserve	<u>(443)</u>						
Grand Totals:- Income	180,333	370,061	189,728			48.7%	
Expenditure	58,365	379,961	321,596	690	320,906	15.5%	
Net Income over Expenditure	<u>121,968</u>	<u>(9,900)</u>	<u>(131,868)</u>				
less Transfer to EMR	801						
Movement to/(from) Gen Reserve	<u>121,167</u>						