

Detailed Income & Expenditure by Budget Heading as at 31.12.2017

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Closed Churchyard							
4205 Grounds Maintenance Contract	0	6,261	8,348	2,087		2,087	75.0%
4206 Grounds Maint Extras	0	0	450	450		450	0.0%
4224 Wheely Bins	0	233	330	97		97	70.5%
4250 Repairs/Trees/Improvements	0	400	1,000	600		600	40.0%
4251 Churchyard Wall repairs	0	0	2,000	2,000		2,000	0.0%
Closed Churchyard :- Indirect Expenditure	0	6,893	12,128	5,235	0	5,235	56.8%
Movement to/(from) Gen Reserve	0	(6,893)					
102 Cemetery & Buildings							
1100 Burials	0	4,969	10,000	5,031			49.7%
1130 Memorials	0	1,140	1,000	(140)			114.0%
1160 Mortuary Rent Services	0	(322)	2,000	2,322			(16.1%)
Cemetery & Buildings :- Income	0	5,787	13,000	7,213			44.5%
4020 Cleaning	0	107	450	343		343	23.8%
4023 Gravedigger Contingency	0	0	260	260		260	0.0%
4110 Rates	0	1,701	2,142	441		441	79.4%
4115 Environmental Services	0	49	200	151		151	24.6%
4122 Electricity	115	774	600	(174)		(174)	128.9%
4123 Lighting Heating, Running Cost	(115)	0	0	0		0	0.0%
4124 Electric - new supply	0	300	0	(300)		(300)	0.0%
4130 Insurance	0	1,148	536	(612)		(612)	214.2%
4160 Window Cleaning	0	20	120	100		100	16.7%
4170 Maintenance	0	582	600	18		18	97.1%
4206 Grounds Maint Extras	0	100	250	150		150	39.9%
4223 Perimeter Wall Repairs	0	0	5,000	5,000		5,000	0.0%
4225 Skip Hire	160	480	1,000	520		520	48.0%
4226 New area	0	112	500	388		388	22.4%
4250 Repairs/Trees/Improvements	0	0	1,500	1,500		1,500	0.0%
4330 Fuel	0	742	900	158		158	82.4%
4899 Miscellaneous Expenses	0	895	0	(895)		(895)	0.0%
Cemetery & Buildings :- Indirect Expenditure	160	7,010	14,058	7,048	0	7,048	49.9%
Movement to/(from) Gen Reserve	(160)	(1,223)					
103 Grounds Maintenance							
1715 Dean & Chapter Income	0	0	1,560	1,560			0.0%
Grounds Maintenance :- Income	0	0	1,560	1,560			0.0%
4010 Grounds Officer	0	17,163	21,000	3,837		3,837	81.7%

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4016 Town Cleaner	0	1,182	4,100	2,918		2,918	28.8%
4018 National Insurance	0	1,511	1,500	(11)		(11)	100.7%
4019 Pension	0	4,727	5,062	335		335	93.4%
4030 Dean & Chapter Paths	0	252	1,560	1,308		1,308	16.2%
4200 Tools & Materials	0	968	1,000	32		32	96.8%
4225 Skip Hire	(160)	0	0	0		0	0.0%
4300 Vehicle Repair	0	276	1,000	724		724	27.6%
4310 Vehicle Rplacement/Refurb	0	0	800	800		800	0.0%
4330 Fuel	0	300	600	300		300	50.0%
4340 Insurance, Tax & MOT	0	870	1,000	130		130	87.0%
Grounds Maintenance :- Indirect Expenditure	(160)	27,248	37,622	10,374	0	10,374	72.4%
Movement to/(from) Gen Reserve	160	(27,248)					
105 Painted Room							
1450 Painted Room Sales	0	2,112	3,000	888			70.4%
1451 Painted Room Donations	0	2,260	2,500	240			90.4%
Painted Room :- Income	0	4,372	5,500	1,128			79.5%
4170 Maintenance	0	172	700	528		528	24.5%
4430 Advertising	0	150	300	150		150	50.0%
4700 Stock	0	704	500	(204)		(204)	140.8%
4702 Tour Guides	0	9,745	11,000	1,255		1,255	88.6%
Painted Room :- Indirect Expenditure	0	10,771	12,500	1,729	0	1,729	86.2%
Movement to/(from) Gen Reserve	0	(6,399)					
107 Town Promotion							
4703 Promotional Material	0	0	1,000	1,000		1,000	0.0%
4704 Tourism/ Allotments/Centenary	0	1,178	1,000	(178)		(178)	117.8%
4705 Signage	0	0	1,000	1,000		1,000	0.0%
Town Promotion :- Indirect Expenditure	0	1,178	3,000	1,822	0	1,822	39.3%
Movement to/(from) Gen Reserve	0	(1,178)					
108 Amenity Areas							
4204 Dog Hill Wood Management Plan/	0	0	1,000	1,000		1,000	0.0%
4208 Dog Hill Wood Maintenance	0	3,022	4,030	1,008		1,008	75.0%
4209 Dog Hill Wood Maint Extras	0	0	500	500		500	0.0%
4210 Dog Hill Wood Coppicing	0	1,100	1,100	0		0	100.0%
4220 DHW general tree maintenance	0	60	0	(60)		(60)	0.0%
4228 General Tree works	0	1,925	500	(1,425)		(1,425)	385.0%

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4252 Deer Park Maintenance	0	1,789	3,275	1,486		1,486	54.6%
4253 Deer Park Verges	0	668	840	172		172	79.5%
Amenity Areas :- Indirect Expenditure	0	8,564	11,245	2,681	0	2,681	76.2%
Movement to/(from) Gen Reserve	0	(8,564)					
110 Recreation Ground							
4131 Insurance CCTV	0	223	104	(119)		(119)	214.2%
4132 Insurance Skate Park	0	743	347	(396)		(396)	214.0%
4133 Insurance Rec Ground	0	988	461	(527)		(527)	214.4%
4174 CCTV New/ Security	0	0	1,000	1,000		1,000	0.0%
4175 CCTV Maintenance	0	475	720	245		245	66.0%
4205 Grounds Maintenance Contract	0	4,651	6,201	1,550		1,550	75.0%
4206 Grounds Maint Extras	0	0	600	600		600	0.0%
4224 Wheely Bins	0	0	700	700		700	0.0%
4230 ROSPA Reports	0	0	50	50		50	0.0%
4235 Play Equipment-New	0	13,312	10,000	(3,312)		(3,312)	133.1%
4237 Skate Park	0	585	10,000	9,415		9,415	5.8%
4238 Recreation Ground Projects	0	0	5,000	5,000		5,000	0.0%
4270 Litter Bins	0	0	300	300		300	0.0%
Recreation Ground :- Indirect Expenditure	0	20,977	35,483	14,506	0	14,506	59.1%
Movement to/(from) Gen Reserve	0	(20,977)					
115 Baskets/Christmas Lights							
1270 Fund Raising-Grotto/Stalls	0	470	1,000	530			47.0%
1875 Miscellaneous Income	0	400	0	(400)			0.0%
Baskets/Christmas Lights :- Income	0	870	1,000	130			87.0%
4011 Weekend Watering	0	0	500	500		500	0.0%
4130 Insurance	0	171	80	(91)		(91)	214.3%
4640 Christmas Lights	0	886	7,000	6,114		6,114	12.7%
4641 Christmas Lights Rental	0	0	2,271	2,271		2,271	0.0%
4642 Father Christmas	0	614	300	(314)		(314)	204.8%
4650 Hanging Basket Supply etc	0	2,430	2,500	71		71	97.2%
4651 Fertiliser/Water Equipment	0	81	250	169		169	32.2%
Baskets/Christmas Lights :- Indirect Expenditure	0	4,182	12,901	8,719	0	8,719	32.4%
Movement to/(from) Gen Reserve	0	(3,312)					
118 Minor Infrastructure							
1700 HC Highway Income	0	126	0	(126)			0.0%
Minor Infrastructure :- Income	0	126	0	(126)			

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4130 Insurance	0	628	294	(334)		(334)	213.8%
4176 CCTV Link to Hereford	0	5,785	7,868	2,083		2,083	73.5%
4212 Definitive Footpaths	0	144	100	(44)		(44)	144.4%
4213 New Mills Path-Grass Cutting	0	278	371	93		93	75.0%
4214 Gloucester Rd Seats Grass Cut	0	278	371	93		93	75.0%
4218 War Memorial Cleaning	0	500	500	0		0	100.0%
4219 War Memorial Insurance	0	480	224	(256)		(256)	214.3%
4221 War Memorial refurbishment	0	0	4,000	4,000		4,000	0.0%
4274 Speed Indicator Device	0	(150)	0	150		150	0.0%
4275 Street Furniture	0	735	500	(235)		(235)	147.0%
4276 External power supply -High St	0	184	100	(84)		(84)	183.8%
Minor Infrastructure :- Indirect Expenditure	0	8,863	14,328	5,465	0	5,465	61.9%
Movement to/(from) Gen Reserve	0	(8,737)					
120 Non-Statutory Services							
1460 Ceremony Room Income	0	3,125	9,040	5,915			34.6%
Non-Statutory Services :- Income	0	3,125	9,040	5,915			34.6%
4000 Staff Salaries	0	0	1,440	1,440		1,440	0.0%
4005 Ceremony Co-ordinator	0	417	5,100	4,683		4,683	8.2%
4006 Ceremony Room Facilities	0	0	500	500		500	0.0%
4007 Ceremony Room Licence Fee	0	500	500	0		0	100.0%
4020 Cleaning	0	0	1,000	1,000		1,000	0.0%
4430 Advertising	0	0	500	500		500	0.0%
Non-Statutory Services :- Indirect Expenditure	0	917	9,040	8,123	0	8,123	10.1%
Movement to/(from) Gen Reserve	0	2,208					
125 Green Spaces Maintenance							
1710 Lengthsman (basic) Income	0	(648)	1,254	1,902			(51.7%)
1712 P3 Scheme Income	0	(784)	1,765	2,549			(44.4%)
Green Spaces Maintenance :- Income	0	(1,432)	3,019	4,451			(47.4%)
4012 Extended Lengthsman Scheme	(896)	0	0	0		0	0.0%
4013 Devolved Services (grass cutti	0	2,640	5,000	2,360		2,360	52.8%
4014 Lengthsman scheme (basic)	896	2,464	3,762	1,298		1,298	65.5%
4015 P3 scheme	0	1,680	2,295	615		615	73.2%
Green Spaces Maintenance :- Indirect Expenditure	0	6,784	11,057	4,273	0	4,273	61.4%
Movement to/(from) Gen Reserve	0	(8,216)					

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127 Services and Events							
4271 Dog Bags	0	700	700	0		0	100.0%
4600 Town Crier/Fees & Subs	0	257	800	543		543	32.1%
4601 Town Crier/Uniforms	0	0	1,000	1,000		1,000	0.0%
4605 Events Barriers	0	266	1,500	1,234		1,234	17.7%
4850 Poppy Wreath	0	0	100	100		100	0.0%
Services and Events :- Indirect Expenditure	0	1,223	4,100	2,877	0	2,877	29.8%
Movement to/(from) Gen Reserve	0	(1,223)					
201 Market House							
1030 Letting Income	0	806	1,000	194			80.6%
Market House :- Income	0	806	1,000	194			80.6%
4110 Rates	0	1,137	1,590	454		454	71.5%
4115 Environmental Services	0	30	21	(9)		(9)	140.5%
4123 Lighting Heating, Running Cost	0	647	1,500	853		853	43.1%
4130 Insurance	0	3,828	1,786	(2,042)		(2,042)	214.3%
4150 Cleaning	0	29	400	371		371	7.3%
4170 Maintenance	0	0	2,000	2,000		2,000	0.0%
4180 Internal Improvements	0	1,290	1,000	(290)		(290)	129.0%
Market House :- Indirect Expenditure	0	6,959	8,297	1,338	0	1,338	83.9%
Movement to/(from) Gen Reserve	0	(6,153)					
202 Town Council Offices							
1035 Office rental income	0	4,033	1,000	(3,033)			403.3%
Town Council Offices :- Income	0	4,033	1,000	(3,033)			403.3%
4110 Rates	0	4,374	5,500	1,126		1,126	79.5%
4115 Environmental Services	0	388	721	333		333	53.9%
4122 Electricity	(169)	0	0	0		0	0.0%
4123 Lighting Heating, Running Cost	169	2,271	6,400	4,129		4,129	35.5%
4130 Insurance	0	1,624	758	(866)		(866)	214.2%
4150 Cleaning	0	1,201	2,300	1,099		1,099	52.2%
4155 Housekeeping	0	331	200	(131)		(131)	165.6%
4157 New heaters	0	3,073	1,500	(1,573)		(1,573)	204.9%
4160 Window Cleaning	0	115	250	135		135	46.0%
4170 Maintenance	0	743	4,000	3,257		3,257	18.6%
4171 PAT Testing	0	180	150	(30)		(30)	120.0%
4182 Major Repairs	0	0	1,500	1,500		1,500	0.0%
4185 Alarms	0	2,096	3,800	1,704		1,704	55.2%

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4645 Seasonal Decorations	0	0	150	150		150	0.0%
4899 Miscellaneous Expenses	0	2,073	0	(2,073)		(2,073)	0.0%
Town Council Offices :- Indirect Expenditure	0	18,469	27,229	8,760	0	8,760	67.8%
Movement to/(from) Gen Reserve	0	(14,435)					
210 Civic Matters							
4130 Insurance	0	57	27	(30)		(30)	211.6%
4150 Cleaning	0	168	0	(168)		(168)	0.0%
4529 Civic Insignia	0	0	200	200		200	0.0%
4530 Civic Insignia Maintenance	0	0	100	100		100	0.0%
4531 Roll of Honour	0	0	30	30		30	0.0%
4532 Flag Pole	0	172	160	(12)		(12)	107.2%
4535 Civic Hospitality	0	1,336	3,000	1,664		1,664	44.5%
Civic Matters :- Indirect Expenditure	0	1,733	3,517	1,784	0	1,784	49.3%
Movement to/(from) Gen Reserve	0	(1,733)					
214 Grants with Powers							
1718 October Fair Rights	0	2,000	2,000	0			100.0%
1850 Grants received	0	3,944	0	(3,944)			0.0%
1875 Miscellaneous Income	0	310	0	(310)			0.0%
Grants with Powers :- Income	0	6,254	2,000	(4,254)			312.7%
4800 Barrett Browning Clock	0	78	300	222		222	26.0%
4801 Carnival Association	0	1,000	1,000	0		0	100.0%
4802 Community Association	0	2,500	2,500	0		0	100.0%
4803 CVA Transport	0	0	2,000	2,000		2,000	0.0%
4804 Railway Station	0	440	450	10		10	97.8%
4820 Poetry Festival	0	0	2,000	2,000		2,000	0.0%
4823 Ledbury Places	0	1,000	1,000	0		0	100.0%
4825 CAB	0	2,940	5,000	2,060		2,060	58.8%
4830 October Fair	0	450	2,000	1,550		1,550	22.5%
4852 Age Concern	0	2,750	2,750	0		0	100.0%
4853 CVA Accomodation	0	0	3,000	3,000		3,000	0.0%
4855 Volunteer & Mobility Centre	0	0	2,000	2,000		2,000	0.0%
4856 Design Award	0	0	100	100		100	0.0%
4866 Primary School	0	0	1,000	1,000		1,000	0.0%
4870 Youth Budget	0	61	4,600	4,539		4,539	1.3%
4875 Distinguished Citizen Awards	0	133	250	117		117	53.3%
4890 Unspecified Grants	0	1,200	1,000	(200)		(200)	120.0%
4895 Portas Grants	0	6,400	0	(6,400)		(6,400)	0.0%
Grants with Powers :- Indirect Expenditure	0	18,952	30,950	11,998	0	11,998	61.2%
Movement to/(from) Gen Reserve	0	(12,698)					

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<u>220 Finance and General Purposes</u>							
1870 Interest Received	0	271	800	529			33.8%
1900 Precept Received	0	329,883	0	(329,883)			0.0%
Finance and General Purposes :- Income	0	330,154	800	(329,354)			41269.2
4130 Insurance	0	5,391	1,566	(3,825)		(3,825)	344.3%
4430 Advertising	0	624	500	(124)		(124)	124.8%
4460 Subscriptions	0	1,997	1,800	(197)		(197)	110.9%
4550 Bank Charges	0	438	550	112		112	79.5%
4551 Data Protection	0	0	40	40		40	0.0%
4579 Audit Internal	0	840	2,000	1,160		1,160	42.0%
4580 Audit External	0	0	5,000	5,000		5,000	0.0%
4590 Professional Services	0	40,101	10,000	(30,101)		(30,101)	401.0%
4899 Miscellaneous Expenses	0	285	750	465		465	38.0%
4940 Listed Building Reserve	0	0	10,000	10,000		10,000	0.0%
4945 Operational Review	0	6,601	4,000	(2,601)		(2,601)	165.0%
4950 Unspecified Projects	0	0	5,000	5,000		5,000	0.0%
Finance and General Purposes :- Indirect Expenditure	0	56,277	41,206	(15,071)	0	(15,071)	136.6%
Movement to/(from) Gen Reserve	0	273,877					
<u>225 Councillors/Newsletter</u>							
4420 Newsletter	0	706	1,000	294		294	70.6%
4500 Town Mayors Expenses	0	372	2,000	1,628		1,628	18.6%
4520 Councillors Expenses	0	128	500	372		372	25.6%
4525 Councillors Training	0	0	500	500		500	0.0%
4540 Election Expenses	0	0	7,000	7,000		7,000	0.0%
4545 Annual & Other Meetings	0	480	600	120		120	80.0%
Councillors/Newsletter :- Indirect Expenditure	0	1,686	11,600	9,914	0	9,914	14.5%
Movement to/(from) Gen Reserve	0	(1,686)					
<u>230 Management and Payroll</u>							
4000 Staff Salaries	0	56,988	80,000	23,012		23,012	71.2%
4018 National Insurance	0	4,637	5,100	464		464	90.9%
4019 Pension	0	13,665	24,500	10,835		10,835	55.8%
4050 Staff Training	0	280	3,000	2,720		2,720	9.3%
Management and Payroll :- Indirect Expenditure	0	75,570	112,600	37,030	0	37,030	67.1%
Movement to/(from) Gen Reserve	0	(75,570)					

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235 Office Facilities & Equipment							
1470 Photocopy Income	0	7	0	(7)			0.0%
Office Facilities & Equipment :- Income	0	7	0	(7)			
4400 Stationery	0	1,940	1,750	(190)		(190)	110.9%
4405 Photocopier Hire	0	896	986	90		90	90.9%
4410 Photocopier Costs	0	856	750	(106)		(106)	114.2%
4415 Office Support & Equipment	0	22	1,000	978		978	2.2%
4455 Postage	0	750	1,000	250		250	75.0%
4480 ICT-Computers	0	3,426	4,000	574		574	85.7%
4481 Telephones	0	2,400	2,250	(150)		(150)	106.6%
Office Facilities & Equipment :- Indirect Expenditure	0	10,290	11,736	1,446	0	1,446	87.7%
Movement to/(from) Gen Reserve	0	(10,284)					
301 Planning/Economic Development							
1090 Charter Market Tolls	0	7,127	13,000	5,873			54.8%
Planning/Economic Development :- Income	0	7,127	13,000	5,873			54.8%
4274 Speed Indicator Device	0	0	150	150		150	0.0%
4546 Traffic Management	0	0	2,000	2,000		2,000	0.0%
4548 Job Fair/Business Forum	0	0	175	175		175	0.0%
4549 Charter Market improvements	0	159	1,000	841		841	15.9%
Planning/Economic Development :- Indirect Expenditure	0	159	3,325	3,166	0	3,166	4.8%
Movement to/(from) Gen Reserve	0	6,968					
401 Full Council							
1850 Grants received	0	9,250	0	(9,250)			0.0%
Full Council :- Income	0	9,250	0	(9,250)			
4543 Neighbourhood Plan	0	8,693	0	(8,693)		(8,693)	0.0%
Full Council :- Indirect Expenditure	0	8,693	0	(8,693)	0	(8,693)	
Movement to/(from) Gen Reserve	0	557					
Grand Totals:- Income	0	370,479	50,919	(319,560)			727.6%
Expenditure	0	303,399	427,922	124,523	0	124,523	70.9%
Net Income over Expenditure	0	67,080	(377,003)	(444,083)			
Movement to/(from) Gen Reserve	0	67,080					