

Detailed Income & Expenditure by Budget Heading 01/02/2019

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Environment and Leisure</u>								
<u>101 Closed Churchyard</u>								
4205 Grounds Maintenance (Contract)	(372)	1,670	8,348	6,678		6,678	20.0%	
4206 Grounds Maintenance (Extras)	0	0	450	450		450	0.0%	
4224 Wheely Bins Refuse Collection	0	195	330	135		135	59.1%	
4250 Repairs/Trees/Inprovements	0	420	1,000	580		580	42.0%	
4251 Churchyard Wall repairs	0	0	2,000	2,000		2,000	0.0%	
Closed Churchyard :- Indirect Expenditure	(372)	2,285	12,128	9,843	0	9,843	18.8%	0
Movement to/(from) Gen Reserve	372	(2,285)						
<u>102 Cemetery & Buildings</u>								
1100 Burials	92	4,717	10,000	5,283			47.2%	
1130 Memorials	63	1,694	1,000	(694)			169.4%	
1160 Mortuary Rent Services	0	1,667	2,000	333			83.3%	
1875 Miscellaneous Income	0	398	0	(398)			0.0%	
Cemetery & Buildings :- Income	155	8,476	13,000	4,524			65.2%	0
4020 (Cleaning)	0	0	450	450		450	0.0%	
4110 Rates	209	2,397	2,185	(212)		(212)	109.7%	
4115 (Environmental Services)	0	267	200	(67)		(67)	133.4%	
4122 (Electricity)	316	2,443	1,200	(1,243)		(1,243)	203.6%	
4123 Lighting Heating, Running Cost	(273)	0	0	0		0	0.0%	
4130 Insurance	0	665	792	127		127	84.0%	
4160 Window Cleaning	0	0	60	60		60	0.0%	
4170 Maintenance	(2,707)	865	1,100	235		235	78.6%	
4206 Grounds Maintenance (Extras)	0	105	250	145		145	42.0%	
4223 Perimeter Wall Repairs	(4,966)	2,000	25,000	23,000		23,000	8.0%	
4225 Skip Hire	165	1,050	1,000	(50)		(50)	105.0%	
4226 New area	0	0	500	500		500	0.0%	
4250 Repairs/Trees/Inprovements	0	420	1,500	1,080		1,080	28.0%	
4330 Fuel	(194)	0	900	900		900	0.0%	
Cemetery & Buildings :- Indirect Expenditure	(7,449)	10,213	35,137	24,924	0	24,924	29.1%	0
Movement to/(from) Gen Reserve	7,604	(1,737)						
<u>103 Grounds Maintenance</u>								
4010 Grounds Officer	2,872	14,060	22,000	7,940		7,940	63.9%	
4018 National Insurance	(3)	2,089	2,900	811		811	72.0%	
4019 Pension	0	2,632	5,100	2,468		2,468	51.6%	
4200 Tools & Materials	0	1,074	1,500	426		426	71.6%	

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4223 Perimeter Wall Repairs	4,966	0	0	0		0	0.0%	
4300 Vehicle Repair	0	0	1,000	1,000		1,000	0.0%	
4310 Vehicle Rplacement/Refurb	0	0	800	800		800	0.0%	
4330 Fuel	194	646	600	(46)		(46)	107.6%	
4340 Insurance, Tax & MOT	0	1,046	1,000	(46)		(46)	104.6%	
Grounds Maintenance :- Indirect Expenditure	8,029	21,546	34,900	13,354	0	13,354	61.7%	0
Movement to/(from) Gen Reserve	(8,029)	(21,546)						
105 Painted Room								
1450 Painted Room Sales	0	1,829	3,000	1,171			61.0%	
1451 Painted Room Donations	0	2,732	2,500	(232)			109.3%	
Painted Room :- Income	0	4,561	5,500	939			82.9%	0
4170 Maintenance	0	0	700	700		700	0.0%	
4430 Advertising	0	115	300	185		185	38.3%	
4700 Stock	0	458	500	42		42	91.6%	
4702 Tour Guides	0	11,721	11,000	(721)		(721)	106.6%	
Painted Room :- Indirect Expenditure	0	12,294	12,500	206	0	206	98.3%	0
Movement to/(from) Gen Reserve	0	(7,733)						
108 Amenity Areas								
4204 Dog Hill Wood Management Plan/	0	0	1,000	1,000		1,000	0.0%	
4205 Grounds Maintenance (Contract)	(121)	0	0	0		0	0.0%	
4208 Dog Hill Wood Maintenance	672	3,396	4,030	634		634	84.3%	
4209 Dog Hill Wood Maint Extras	0	736	500	(236)		(236)	147.2%	
4210 Dog Hill Wood Coppicing	1,000	1,000	1,100	100		100	90.9%	
4228 General Tree works	0	650	500	(150)		(150)	130.0%	
4252 General Park Maintenance	937	3,403	3,275	(128)		(128)	103.9%	
4253 General Park Verges	480	970	840	(130)		(130)	115.5%	
Amenity Areas :- Indirect Expenditure	2,967	10,156	11,245	1,089	0	1,089	90.3%	0
Movement to/(from) Gen Reserve	(2,967)	(10,156)						
110 Recreation Ground								
4130 Insurance	0	7,973	0	(7,973)		(7,973)	0.0%	
4131 Insurance (CCTV)	0	129	154	25		25	83.8%	
4132 Insurance (Skate Park)	0	430	516	86		86	83.4%	
4133 Insurance (Rec Ground)	0	573	681	108		108	84.1%	
4174 CCTV New/ Security	0	0	1,000	1,000		1,000	0.0%	
4175 CCTV Maintenance	0	0	720	720		720	0.0%	

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4205 Grounds Maintenance (Contract)	2,327	11,732	6,201	(5,531)		(5,531)	189.2%	
4206 Grounds Maintenance (Extras)	530	905	300	(605)		(605)	301.7%	
4224 Wheely Bins Refuse Collection	0	0	700	700		700	0.0%	
4230 ROSPA Reports	0	0	50	50		50	0.0%	
4236 Repairs Rec Ground Play Equipm	0	197	0	(197)		(197)	0.0%	
4237 Skate Park	0	0	15,000	15,000		15,000	0.0%	
4238 Recreation Ground Youth Shelte	0	0	17,500	17,500		17,500	0.0%	
4270 Litter Bins	0	0	300	300		300	0.0%	
4899 (Miscellaneous Expenses)	0	49	0	(49)		(49)	0.0%	
Recreation Ground :- Indirect Expenditure	2,857	21,989	43,122	21,133	0	21,133	51.0%	0
Movement to/(from) Gen Reserve	(2,857)	(21,989)						
115 Baskets (/Christmas Lights)								
1270 Fund Raising-Grotto/Stalls	145	223	1,000	777			22.3%	
Baskets (/Christmas Lights) :- Income	145	223	1,000	777			22.3%	0
4011 Weekend Watering	360	1,485	0	(1,485)		(1,485)	0.0%	
4130 Insurance	0	99	118	19		19	84.2%	
4640 Christmas Lights	5,551	5,406	7,000	1,594		1,594	77.2%	
4641 Christmas Lights Rental	7,440	7,440	0	(7,440)		(7,440)	0.0%	
4642 Father Christmas	0	0	500	500		500	0.0%	
4650 Hanging Basket Supply	(360)	3,487	2,500	(987)		(987)	139.5%	
4651 Fertiliser/Water Equipment	0	0	250	250		250	0.0%	
Baskets (/Christmas Lights) :- Indirect Expenditure	12,991	17,917	10,368	(7,549)	0	(7,549)	172.8%	0
Movement to/(from) Gen Reserve	(12,846)	(17,694)						
116 Christmas Lights								
4640 Christmas Lights	(125)	0	0	0		0	0.0%	
Christmas Lights :- Indirect Expenditure	(125)	0	0	0	0	0		0
Movement to/(from) Gen Reserve	125	0						
118 Minor Infrastructure								
4130 Insurance	0	364	433	69		69	84.1%	
4176 CCTV Link to Hereford	2,004	8,017	8,018	1		1	100.0%	
4212 Definitive Footpaths	0	0	100	100		100	0.0%	
4213 New Mills Path-Grass Cutting	60	140	371	231		231	37.7%	
4214 Gloucester Rd Seats Grass Cut	(337)	113	371	259		259	30.3%	
4218 War Memorial Cleaning	0	450	500	50		50	90.0%	
4219 War Memorial Insurance	0	278	330	52		52	84.3%	

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4221 War Memorial refurbishment	0	0	4,000	4,000		4,000	0.0%	
4275 Street Furniture	0	312	1,000	688		688	31.2%	
4276 External power supply -High St	0	0	100	100		100	0.0%	
Minor Infrastructure :- Indirect Expenditure	1,728	9,674	15,223	5,549	0	5,549	63.6%	0
Movement to/(from) Gen Reserve	(1,728)	(9,674)						
120 Non-Statutory Services								
1460 Ceremony Room Income	550	3,995	4,000	5			99.9%	
Non-Statutory Services :- Income	550	3,995	4,000	5			99.9%	0
4005 Ceremony Co-ordinator	3	267	800	533		533	33.4%	
4006 Ceremony Room Facilities	0	0	500	500		500	0.0%	
4007 Ceremony Room Licence Fee	0	0	500	500		500	0.0%	
4020 (Cleaning)	0	0	200	200		200	0.0%	
4430 Advertising	0	0	500	500		500	0.0%	
Non-Statutory Services :- Indirect Expenditure	3	267	2,500	2,233	0	2,233	10.7%	0
Movement to/(from) Gen Reserve	547	3,727						
125 Green Spaces Maintenance								
1710 Lengthsman (basic) Income	0	269	0	(269)			0.0%	
1712 P3 Scheme Income	0	392	1,766	1,374			22.2%	
Green Spaces Maintenance :- Income	0	661	1,766	1,105			37.4%	0
4013 Devolved Services (grass cutti	121	121	5,000	4,879		4,879	2.4%	
4014 Lengthsman scheme (basic)	0	2,016	5,016	3,000		3,000	40.2%	
4015 P3 scheme	0	1,680	2,295	615		615	73.2%	
Green Spaces Maintenance :- Indirect Expenditure	121	3,817	12,311	8,494	0	8,494	31.0%	0
Movement to/(from) Gen Reserve	(121)	(3,156)						
127 Services and Events								
4271 Dog Bags	0	700	700	0		0	100.0%	
4600 Town Crier/Fees & Subs	0	0	800	800		800	0.0%	
4601 Town Crier/Uniforms	0	0	1,000	1,000		1,000	0.0%	
4605 Events Barriers	125	125	750	625		625	16.7%	
4606 October Fair	0	969	0	(969)		(969)	0.0%	
4850 Poppy Wreath	0	25	100	75		75	25.0%	
Services and Events :- Indirect Expenditure	125	1,819	3,350	1,531	0	1,531	54.3%	0
Movement to/(from) Gen Reserve	(125)	(1,819)						
Environment and Leisure :- Income	850	17,915	25,266	7,351			70.9%	
Expenditure	20,874	111,976	192,784	80,808	0	80,808	58.1%	
Movement to/(from) Gen Reserve	(20,023)	(94,060)						

Finance and General Purposes

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201 Market House								
1030 Market House Income	0	1,067	1,000	(67)			106.7%	
Market House :- Income	0	1,067	1,000	(67)			106.7%	0
4110 Rates	130	1,278	1,590	312		312	80.4%	
4115 (Environmental Services)	6	0	40	40		40	0.0%	
4122 (Electricity)	(76)	0	0	0		0	0.0%	
4123 Lighting Heating, Running Cost	111	512	1,500	988		988	34.1%	
4130 Insurance	0	2,218	2,637	419		419	84.1%	
4150 Cleaning	0	0	400	400		400	0.0%	
4170 Maintenance	0	1,324	2,000	676		676	66.2%	
4180 (Internal Improvements)	0	0	1,000	1,000		1,000	0.0%	
Market House :- Indirect Expenditure	171	5,333	9,167	3,834	0	3,834	58.2%	0
Movement to/(from) Gen Reserve	(171)	(4,266)						
202 Town Council Offices								
1035 Office rental income	650	6,717	5,200	(1,517)			129.2%	
1875 Miscellaneous Income	126	126	0	(126)			0.0%	
Town Council Offices :- Income	776	6,843	5,200	(1,643)			131.6%	0
4020 (Cleaning)	(195)	0	0	0		0	0.0%	
4110 Rates	538	5,829	5,500	(329)		(329)	106.0%	
4115 (Environmental Services)	(112)	371	721	350		350	51.5%	
4122 (Electricity)	(2,217)	0	0	0		0	0.0%	
4123 Lighting Heating, Running Cost	3,180	4,632	5,000	368		368	92.6%	
4130 Insurance	0	941	1,119	178		178	84.1%	
4150 Cleaning	287	2,144	2,300	157		157	93.2%	
4155 Housekeeping	96	389	400	11		11	97.3%	
4157 New heaters	0	0	1,500	1,500		1,500	0.0%	
4160 Window Cleaning	117	117	250	133		133	46.7%	
4170 Maintenance	245	2,285	1,500	(785)		(785)	152.3%	
4171 PAT Testing	0	167	200	33		33	83.3%	
4182 Repairs	0	0	1,500	1,500		1,500	0.0%	
4185 Alarms	919	3,910	3,800	(110)		(110)	102.9%	
4645 (Seasonal Decorations)	0	0	150	150		150	0.0%	
4899 (Miscellaneous Expenses)	0	380	0	(380)		(380)	0.0%	
Town Council Offices :- Indirect Expenditure	2,858	21,165	23,940	2,775	0	2,775	88.4%	0
Movement to/(from) Gen Reserve	(2,082)	(14,322)						

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210 Civic Matters								
4130 Insurance	0	33	40	7		7	82.8%	
4529 Civic Insignia	0	146	200	54		54	72.9%	
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	0	160	160		160	0.0%	
4535 Civic Hospitality	0	1,400	3,250	1,850		1,850	43.1%	
Civic Matters :- Indirect Expenditure	0	1,579	3,780	2,201	0	2,201	41.8%	0
Movement to/(from) Gen Reserve	0	(1,579)						
214 Grants with Powers								
1718 October Fair Rights	0	2,250	2,000	(250)			112.5%	
Grants with Powers :- Income	0	2,250	2,000	(250)			112.5%	0
4800 Barrett Browning Clock	9	243	500	257		257	48.5%	
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	7,000	7,000	0		0	100.0%	
4804 Railway Station	10	450	450	0		0	100.0%	
4820 Poetry Festival	0	2,200	2,200	0		0	100.0%	
4823 Ledbury Places	1,000	1,000	1,000	0		0	100.0%	
4825 CAB	0	7,083	8,250	1,167		1,167	85.9%	
4826 Malvern Hilss AONB Partnership	0	500	500	0		0	100.0%	
4830 October Fair	0	0	2,000	2,000		2,000	0.0%	
4852 Age UK	0	2,750	2,750	0		0	100.0%	
4856 Design Award	0	0	100	100		100	0.0%	
4866 Primary School	0	750	750	0		0	100.0%	
4870 Youth Budget	0	1,000	2,500	1,500		1,500	40.0%	
4875 Distinguished Citizen Awards	0	143	250	107		107	57.4%	
4890 Unspecified Grants	0	300	1,000	700		700	30.0%	
Grants with Powers :- Indirect Expenditure	1,019	26,919	32,750	5,831	0	5,831	82.2%	0
Movement to/(from) Gen Reserve	(1,019)	(24,669)						
220 Finance and General Purposes								
1870 Interest Received	106	976	800	(176)			121.9%	
1900 Precept Received	0	375,771	375,771	0			100.0%	
Finance and General Purposes :- Income	106	376,747	376,571	(176)			100.0%	0
4130 Insurance	0	2,008	2,939	931		931	68.3%	
4185 Alarms	(719)	0	0	0		0	0.0%	

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4430 Advertising	447	1,001	500	(501)		(501)	200.2%	
4460 Subscriptions	0	2,150	2,300	150		150	93.5%	
4550 Bank Charges	62	524	550	26		26	95.3%	
4551 Data Protection	40	40	40	0		0	100.0%	
4579 Audit Internal	0	420	2,000	1,580		1,580	21.0%	
4580 Audit External	10,567	10,567	5,000	(5,567)		(5,567)	211.3%	
4590 Professional Services	(5,101)	116,177	5,000	(111,177)		(111,177)	2323.5%	
4591 Repay Reserves	0	0	10,000	10,000		10,000	0.0%	
4592 Health & Safety	2,015	2,015	5,000	2,985		2,985	40.3%	
4899 (Miscellaneous Expenses)	271	1,198	750	(448)		(448)	159.8%	
4940 Listed Building Reserve	0	0	10,000	10,000		10,000	0.0%	
4945 Operational Review	0	0	2,000	2,000		2,000	0.0%	
4950 (UnspecProj)Devolved Services	0	0	10,000	10,000		10,000	0.0%	
Finance and General Purposes :- Indirect Expenditure	7,582	136,100	56,079	(80,021)	0	(80,021)	242.7%	0
Movement to/(from) Gen Reserve	(7,476)	240,646						
<u>225 Councillors/Newsletter</u>								
4420 Newsletter	423	423	1,000	577		577	42.3%	
4500 Town Mayors Expenses	71	1,058	2,000	942		942	52.9%	
4520 Councillors Expenses	0	15	500	485		485	3.0%	
4525 Councillors Training	0	180	500	320		320	36.0%	
4540 Election Expenses	5,463	7,591	2,000	(5,591)		(5,591)	379.5%	
4545 Annual & Other Meetings	(8,363)	803	600	(203)		(203)	133.8%	
Councillors/Newsletter :- Indirect Expenditure	(2,405)	10,069	6,600	(3,469)	0	(3,469)	152.6%	0
Movement to/(from) Gen Reserve	2,405	(10,069)						
<u>230 Management and Payroll</u>								
4000 Staff Salaries	1,568	27,110	86,000	58,890		58,890	31.5%	
4001 Temporary Staff Salaries	8,643	33,885	0	(33,885)		(33,885)	0.0%	
4018 National Insurance	533	6,501	6,800	299		299	95.6%	
4019 Pension	701	10,400	23,000	12,600		12,600	45.2%	
4050 Staff Training	0	791	3,000	2,209		2,209	26.4%	
Management and Payroll :- Indirect Expenditure	11,444	78,687	118,800	40,113	0	40,113	66.2%	0
Movement to/(from) Gen Reserve	(11,444)	(78,687)						
<u>235 Office Facilities & Equipment</u>								
1470 Photocopy Income	15	60	0	(60)			0.0%	
Office Facilities & Equipment :- Income	15	60	0	(60)				0

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4155 Housekeeping	11	11	0	(11)		(11)	0.0%	
4400 Stationery	699	2,771	2,400	(371)		(371)	115.5%	
4405 Photocopier Hire	(54)	2,369	732	(1,637)		(1,637)	323.6%	
4410 Photocopier Costs	296	464	750	286		286	61.8%	
4415 Office Support & Equipment	0	312	1,000	688		688	31.2%	
4444 Petty Cash	63	63	0	(63)		(63)	0.0%	
4455 Postage	68	670	1,000	330		330	67.0%	
4480 ICT-Computers	2,162	9,742	9,000	(742)		(742)	108.2%	
4481 Telephones	308	2,972	3,300	328		328	90.0%	
Office Facilities & Equipment :- Indirect Expenditure	3,554	19,373	18,182	(1,191)	0	(1,191)	106.6%	0
Movement to/(from) Gen Reserve	(3,539)	(19,313)						
Finance and General Purposes :- Income	897	386,966	384,771	(2,195)			100.6%	
Expenditure	24,224	299,225	269,298	(29,927)	0	(29,927)	111.1%	
Movement to/(from) Gen Reserve	(23,327)	87,741						
Planning/Economic Development								
<u>107 Town Promotion</u>								
4703 Promotional Material	0	1,448	2,000	552		552	72.4%	
4704 Tourism/ Allotments/Centenary	0	642	1,000	358		358	64.2%	
4705 Signage	0	0	1,000	1,000		1,000	0.0%	
Town Promotion :- Indirect Expenditure	0	2,090	4,000	1,910	0	1,910	52.3%	0
Movement to/(from) Gen Reserve	0	(2,090)						
<u>301 Planning/Economic Development</u>								
1090 Charter Market Tolls	977	10,920	13,000	2,080			84.0%	
Planning/Economic Development :- Income	977	10,920	13,000	2,080			84.0%	0
4546 Traffic Management	0	0	4,000	4,000		4,000	0.0%	
4548 Job Fair/Business Forum	0	0	175	175		175	0.0%	
4549 Charter Market improvements	0	318	1,000	682		682	31.8%	
Planning/Economic Development :- Indirect Expenditure	0	318	5,175	4,857	0	4,857	6.1%	0
Movement to/(from) Gen Reserve	977	10,602						
Planning/Economic Development :- Income	977	10,920	13,000	2,080			84.0%	
Expenditure	0	2,408	9,175	6,767	0	6,767	26.2%	
Movement to/(from) Gen Reserve	977	8,512						

Full Council

Detailed Income & Expenditure by Budget Heading 01/02/2019

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>401 Full Council</u>								
1850 Grants received	0	0	9,250	9,250			0.0%	
Full Council :- Income	<u>0</u>	<u>0</u>	<u>9,250</u>	<u>9,250</u>			<u>0.0%</u>	<u>0</u>
4543 Neighbourhood Plan	0	16	8,693	8,677		8,677	0.2%	
Full Council :- Indirect Expenditure	<u>0</u>	<u>16</u>	<u>8,693</u>	<u>8,677</u>	<u>0</u>	<u>8,677</u>	<u>0.2%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(16)</u>						
Full Council :- Income	0	0	9,250	9,250			0.0%	
Expenditure	0	16	8,693	8,677	0	8,677	0.2%	
Movement to/(from) Gen Reserve	<u>0</u>	<u>(16)</u>						
Grand Totals:- Income	2,725	415,802	432,287	16,486			96.2%	
Expenditure	45,098	413,624	479,950	66,326	0	66,326	86.2%	
Net Income over Expenditure	<u>(42,373)</u>	<u>2,177</u>	<u>(47,663)</u>	<u>(49,840)</u>				
Movement to/(from) Gen Reserve	<u>(42,373)</u>	<u>2,177</u>						