

Budget Monitoring Full Council August 2020

A detailed receipts and payments analysis is attached.

Explanation of significant variances

4050 Travel and subsistence

This budget heading is predicted to have an overspend due to staff being given the minimum home working allowance. It's recommended that this budget is topped up from the new staff salary budget by £400.

New staff salary

The warden has left employment with the town council. Arrangements will be made for his replacement.

Warden costs.

No expenditure on equipment etc, as of yet.

Payroll Admin Costs

Quarterly return received and costs need to be moved from wage control account to this budget heading.

Training

Negligible spend so far.

Recruitment

There will be costs for the advertisement of any additional roles that the council may wish to recruit to.

Project management costs.

Some spend this financial year.

Accommodation

Coded incorrectly. Needs to be coded to Office space

Audit external

Documents yet to be sent to external auditor.

Subscriptions

On target

Insurance

Overspent. Some costs due to office project.

Office Space

See above – accommodation.

Office Loan Costs

First payment to go out on 7th December 2020.

Running Costs toilets.

Negligible spend.

Running Costs Office.

Negligible spend

Business Rates New Building.

Clerk in touch with CBMDC Business Rates advising that as building work now started it is incapable of beneficial occupation and refund requested. The request has now been sent to the Valuation Office.

Sundry Office Costs

Some spend. More items will be needed.

New Building Top Up

This is to cover project management costs and partition.

Office Equipment.

Items will be required for the new office.

Printing Stationery and postage.

Underspend due to Lockdown.

Newsletter, Publicity and Advertising

Newsletter copy on this agenda.

Domain and Hosting.

Some spend

Website design.

Costs for website accessibility to be paid.

IT Support.

Negligible expenditure so far.

IT Equipment.

Budget heading will need to be increased accommodate the leased photo copier costs. This can be achieved by viring funds from another budget.

Telephone

Phone Co-op has overcharged for Administrative Officer telephone. Costs to be refunded.

Room Hire

Underspend due to Lockdown.

Building Works

On target

Service Delivery

Emergency Support

Expenditure mainly for new grit bins and refills of existing.

Allotment

No expenditure so far.

Allotment Water Charge

On target

Neighbourhood Plan

Will be some consultant meeting attendance expenditure.

Regeneration and Tourism.

Majority likely to be spent on street furniture painting.

Planning documents

No spend so far.

Green and Clean.

Some spend. Bill awaited for summer floral displays.

Grants.

Some expenditure this year.

Christmas

Item on this agenda.

Changing Places

This project needs more consideration.

Climate Emergency.

No expenditure due to Covid.

Road Safety.

Awaiting information from CBMDC.