



**DEPUTY TOWN CLERK**  
Miss S French, CILCA

**DISS TOWN COUNCIL**  
Council Offices, 11-12 Market Hill,  
Diss, Norfolk, IP22 4JZ.

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Please ask for: Sonya French  
Our ref: EX 15.12.21  
Date: 03/12/2021

## NOTICE OF MEETING

Dear Members of the Public and Press,

You are cordially invited to attend an **Extraordinary** meeting of the **Executive Committee** to be held in the **Ceremony Room** at **Diss Town Council Offices** on **Wednesday 15<sup>th</sup> December 2021** at **8.00pm** to consider the business detailed below.

Deputy Town Clerk

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## AGENDA

1. **Apologies**  
To receive and consider apologies for absence.
2. **Nomination of Substitute Representatives**  
To note nominated substitute representatives attending in place of those who have sent their apologies.
3. **Declarations of Interest and Requests for Dispensations**  
To note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.
4. **Public Participation**  
To consider a resolution under Standing Orders 3d to 3h to suspend the meeting hear comments from members of the public on items to be discussed on the agenda (*members of the public are entitled to speak for a maximum of three minutes*).
5. **Budget 2022/23**  
To discuss and agree a budget for the financial year 2022/23 to be submitted for recommendation to Full Council (report reference 47/2021 herewith).
6. **Date of Next Meeting**  
To note that the next meeting of the Executive Committee is scheduled for Wednesday 2<sup>nd</sup> March 2022.

| COMMITTEE MEMBERSHIP:   | FOR INFORMATION:            |
|-------------------------|-----------------------------|
| <b>Councillors:</b>     | Town Clerk                  |
| S. Browne               | Deputy Town Clerk           |
| M. Gingell (Vice Chair) | Responsible Finance Officer |
| K. Murphy               |                             |
| S. Olander (ex-officio) | <b>Councillors:</b>         |
| D. Poulter (Chair)      | D. Collins                  |

|                        |                        |
|------------------------|------------------------|
| J. Robertson           | S. Kiddie              |
| E. Taylor (ex-officio) | A. Kitchen             |
| C. Valori              | S. Warren              |
| J. Wooddissee          | J. Welch               |
|                        |                        |
|                        | Diss Express / Mercury |

## NOTES

1 - Council has a statutory legal duty under the Localism Act 2011 s2 and has adopted a code dealing with the conduct that is expected of members in order to promote high standards of conduct as required by the Act. Members' disclosable pecuniary interests are kept on a register available to view on the Council's website. Allegations about the conduct of a councillor may be made to the district council's monitoring officer. Diss Town Council has also adopted a dispensation policy.

The reports and enclosures referred to in this agenda are available (unless marked confidential) for public inspection on our website.



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Report Number:  
**47 / 2122**

|                  |   |
|------------------|---|
| Report to:       | Executive Committee (extraordinary meeting) |
| Date of Meeting: | 15 <sup>th</sup> December 2021              |
| Authorship:      | Responsible Finance Officer                 |
| Subject:         | Budget Setting                              |

### Introduction

1. These proposals and those of the Facilities and Infrastructure committees (resolutions F1121/09 and INF1021/11) are being presented to the Executive Committee for review to finalise requirements for presentation to Full Council in December and January at the precept setting meeting.
2. The budget documents at Appendices 1 & 2 show budgeted and actual figures for 2020/21 taken from final year end accounts. These are followed by the budgeted figures and projected totals for 2021/22. The projected total is calculated by adding the figures from April-September 2021 to the figures from the last 6 months of 2020/21. This assumes that half of the income and expenditure will be consistent with the previous year and is standard accounting procedure for budget setting.
3. Given the significant pandemic driven changes to some, but not all, cost and income headings, many of the projected figures are distorted by the format requirements. In this case the Income & Expenditure report at Appendix 3 can be used to inform actual costs and income at month 8.

### Executive Committee Budget

4. The Executive committee budget for expenditure is anticipated to rise by £26K (6%) compared to 2021-22. The most significant factors are as follows:
  - a) There is a statutory obligation for all employers to pay an additional 1.25% of employers' national insurance contributions (15.05%) from April 2022. This will incur an additional £2,500 cost to the council.
  - b) Wages as agreed in employment contracts and subject to government approval of the assumed 2% Spinal Column Points rise will account for an additional £8,800 cost to the council (3.6%) compared with 2021-22.
  - c) Staff training costs will account for £3K more spent in 2022-23 than in 2021-22.
  - d) Events that didn't happen in 2020 like the Carnival and the Freedom of the Town celebrations, reduced the budget by £3,900 and is consistent with the 3% reduction in Executive budget between 2020-21 and 2021-22.
  - e) An additional £1,500 has been allocated to pay for legal/professional fees on the assumption that this will be required as contingency.

**Recommendations**

That members recommend to Full Council:

- 1) The proposed income and expenditure budgets for the Executive committee
- 2) The Earmarked Reserves allocations as appropriate reserves for the Executive committee

**Facilities Committee Budget**

5. The Facilities expenditure budget has been adjusted to distinguish between the budget for revenue expenditure from the precept and amount of the precept requested which will include contributions towards EMR projects.
6. A hire charges and fees review has been undertaken and agreed with regards to the Sports Ground. On the assumption that the contracts are agreed as planned, this will allow for the budgeted income to rise from £8K to £14K, allowing for £5K not to be requested from the precept.
7. Following the Facilities Budget Action Group meeting, it was established that £1,500 would be required for servicing the Mere fountain and this has been added to revenue costs.
8. The Facilities expenditure budget totals £218,350 for 2022-23, up from £204,387 in 2021-22, but the revenue expenditure accounts for £150K in 2022-23, down from £157K in 2021-22. It is the proposed increase of contributions to the EMR projects from £47K to £68K that is impacting on the precept increase significantly.
9. The Facilities EMR contribution to the precept has been revised and reduced to £36,250 by decreasing the contribution relevant to the project's stage of completeness and priority. The proposed adjustments are shown at Appendix 4. This measure could reduce the precept request for 2022-23 to a minimal increase compared to 2021-22. The projects that are proposed to have funds reduced are long term and have yet to be assessed as cost effective. Others such as Mere's mouth resurfacing have recently been undertaken and renewal will not be required for some time.
10. As surplus budgets at the year-end are not allowed to be carried forward to the following year's budget, any surplus generated in 2022-23 can be proposed to 'top up' those EMR projects that have been reduced. This would reflect the aims of the Facilities committee to achieve those projects.

**Recommendations**

That members recommend to Full Council:

- 3) The proposed income and expenditure budgets for the Facilities committee
- 4) The adjusted Earmarked Reserves allocations (as shown in App 4) as appropriate reserves for the Facilities committee.

**Infrastructure Committee Budget**

11. The Infrastructure precept request for 2022-23 is £25,900 which is 1.5% less than the previous year. This comprises of revenue expenditure of £16,600 and contributions of £2,800 to the Diss & District Neighbourhood Plan and £6,500 to CCTV and Parish Partnership Bid EMR's.

**Recommendations**

That members recommend to Full Council:

- 5) The proposed income and expenditure budgets for the Infrastructure committee
- 6) The Earmarked Reserves allocations as appropriate reserves for the Infrastructure committee

### Overall Budget Conclusions

12. If the EMR contributions from the precept remain unaltered, the precept request will be £610,285, (6.8% increase compared to last year).
13. Given the increase in tax base from was 2776 has to 2808 for 2022-23, the precept increase will represent a 5.5% rise for a band D householder.
14. If the EMR contributions from the precept are reduced by £31,500, the precept request will be £578,785 (1.29% increase compared to last year), representing a 0.13% increase to the 2808 tax base.

| <b>EXPENDITURE - EXECUTIVE COMMITTEE</b> |             |                     |                     |                     |                        |                     |  |
|--|-------------|---------------------|---------------------|---------------------|------------------------|---------------------|--|
| <b>Description</b>                       | <b>Code</b> | 2020-2021           |                     | 2021-2022           |                        | 2022-2023           |  |
|  |             | <b>Budget 20-21</b> | <b>Actual 20-21</b> | <b>Budget 21-22</b> | <b>Total Projected</b> | <b>Budget 22-23</b> | <b>Notes 22-23 Budget</b>  |
| Bank Charges                             | 4202        | 300                 | 240                 | 300                 | 240                    | 240                 | Remains at £20 per month   |
| Capital Expenditure (Loan Charges)       | 4200        | 53,808              | 41,007              | 41,007              | 47,408                 | 41,007              | Same, remains until at least 2025  |
| Wages- General Admin                     | 4665        | 178,949             | 156,129             | 171,460             | 165,068                | 181,482             | Includes salary, employers costs, provisional 2% SCP increases   |
| Maintenance Wages                        | 4666        | 136,524             | 145,432             | 149,673             | 132,450                | 153,905             | Includes salary, employers costs, provisional 2% SCP increases and £2K overtime allowance                                  |
| Town Mayor's Allowance                   | 4600        | 1,485               | 0                   | 1,400               | 988                    | 1,400               |  |
| Members Allowances/Mileage               | 4605        | 2,400               | 1,141               | 2,086               | 286                    | 2,116               | 8x £110, 2x £190, 2x £318 = £1896 total allowances, could increase by £190 with additional councillor                      |
| Subscriptions                            | 4635        | 1,861               | 1,998               | 2,000               | 1,821                  | 2,200               | increase slightly with new subscriptions to HTF  |
| Audit                                    | 4640        | 2,500               | 2,890               | 2,890               | 2,190                  | 2,920               | £460 per internal audit x 2 & £2000 for external audit, total £2920  |
| Training                                 | 4645        | 3,000               | 2,708               | 3,000               | 2,679                  | 6,150               | Additional requested with new staff and councillors, subject to clerk training approval                                    |
| Liability Insurance                      | 4646        | 4,310               | 4,282               | 4,411               | 4,408                  | 4,632               | £4411 insurance to rise by 5% anticipated  |
| Conf/meeting exp                         | 4650        | 0                   | 0                   | 300                 | 135                    | 300                 |  |
| Meeting Room Hire                        | 4651        | 1,500               | 0                   | 1,500               | 746                    | 1,500               | acceptable for this year, will review in line with lease agreement   |
| External Meeting Room Hire               | 4652        | 150                 | 0                   | 150                 | 0                      | 0                   | Obsolete code, remove  |
| Printing/Stationery                      | 4655        | 13,100              | 13,570              | 4,000               | 4,468                  | 4,000               |  |
| IT Equipment/ Software & Support         | 4657        | 0                   | 0                   | 10,000              | 14,874                 | 10,000              | Hardware replacement costs, await D.T.Clerk feedback. BAG request planned expenditure. New code inclusive of website costs |
| Postage                                  | 4660        | 500                 | 103                 | 250                 | 58                     | 100                 | Close review in next year budget of if too low   |
| Staff Mileage                            | 4667        | 150                 | 305                 | 350                 | 0                      | 150                 |  |
| NI/PAYE/Pension                          | 4670        | 0                   | 0                   | 0                   | 0                      | 0                   | Will always be nil as balance is transferred to HMRC every month   |
| Legal/Financial/Prof fees                | 4675        | 3,500               | 6,984               | 3,500               | 824                    | 5,000               | Clerk to confirm quotation costs from solicitors to clarify current costs.   |
| Vacancy Advert                           | 4680        | 50                  | 0                   | 0                   | 0                      | 0                   |  |
| HR Support                               | 4690        | 1,300               | 146                 | 500                 | 135                    | 0                   | SLCC membership and NALC includes free support   |
| S 137 Exp                                | 4870        | 30                  | 19                  | 0                   | 19                     | 100                 |  |
| Rechargeable Wages                       | 4686        | 0                   | 712                 | 0                   | 5,800                  | 0                   | Change of name of account to Agency Wages  |
| CIL Expenditure                          | 5000        | 0                   | 2,572               | 0                   | 23,639                 | 0                   | Requires heading under Infrastructure committee  |
| TM Charity                               | 4795        | 0                   | 0                   | 0                   | 50                     | 0                   |  |
| Sec 106 Expenditure                      | 5005        | 0                   | 0                   | 0                   | 111,778                | 0                   | Requires heading under Infrastructure/Facilities committee   |

|                                       |      |                |                |                |                |                |  |
|---------------------------------------|------|----------------|----------------|----------------|----------------|----------------|--|
| Christmas Lights Display              | 4320 | 17,000         | 14,625         | 17,000         | 15,813         | 17,000         | Requires heading under Infrastructure/Facilities committee   |
| Insurance re. Christmas Lights        | 4322 | 73             | 75             | 77             | 149            | 81             | 5% anticipated rise  |
| Royal British Legion                  | 4760 | 800            | 50             | 800            | 827            | 800            | Change of name to remembrance service costs  |
| Other Events                          | 4991 | 450            | 20             | 500            | 213            | 5,177          | Possible funding for Jubilee celebration in this code  |
| Communication Strategy                | 4995 | 1,000          | 153            | 500            | 0              | 200            | Possible digital publication of strategy action plan   |
| Promotion                             | 4840 | 1,400          | 1,400          | 1,000          | 473            | 1,000          | Bunting and flags  |
| Website                               | 4845 | 400            | 994            | 400            | 91             | 0              | Website Hosting, inhouse maintenance and increase in last year as new website launched, advised that £160 costs in support |
| Tourism Project                       | 4980 | 0              | 0              | 0              | 0              | 0              | Has not been used in recent years, wish to discuss to utilise or not   |
| Town Freedom                          | 4985 | 0              | 0              | 0              | 0              | 2,500          | Could be inc of Carnival - extra security  |
| Christmas Switch On event             | 4990 | 1,250          | 0              | 2,650          | 2,532          | 2,650          | Await confirmation from sub committee  |
| Annual Town Meeting                   | 4992 | 425            | 0              | 500            | 0              | 200            | Reduction based on actual costs in Autumn 21   |
| Carnival                              | 4996 | 9,231          | 169            | 0              | 155            | 1,400          | Await confirmation from sub committee  |
| General Grants                        | 4720 | 0              | 0              | 20,000         | 4,900          | 20,000         | £6K of grants given to date in 20/21, further grants received  |
| <b>Sub totals Executive Committee</b> |      | <b>457,446</b> | <b>410,365</b> | <b>442,204</b> | <b>547,335</b> | <b>468,210</b> |  |

| EXPENDITURE FACILITIES COMMITTEE |      |                      |                      |              |                        |                           |                 |                 |                       |  |             |
|----------------------------------|------|----------------------|----------------------|--------------|------------------------|---------------------------|-----------------|-----------------|-----------------------|--|-------------|
| Description                      | Code | 2020-21              |                      | 2021-22      |                        |                           |                 | Precept Revenue | Precept Revenue & EMR | Notes 22-23  | Project Ref |
|                                  |      | 20-21 Budget updated | 20-21 Actual updated | 21-22 Budget | Actual Costs (30 Sept) | Projected remaining Costs | Total Projected |                 |                       |  |             |
| <b>Amenities</b>                 |      |                      |                      |              |                        |                           |                 |                 |                       |  |             |
| Agency NCC Grass cutting         | 4000 | 400                  | 71                   | 400          | 26                     | 9                         | 35              | 100             | 100                   |  |             |
| Allotment insurance              | 4020 | 26                   | 26                   | 26           | 26                     | 0                         | 26              | 27              | 27                    | 5% anticipated rise  |             |
| Garden & Floral Scheme           | 4040 | 1,000                | 5,025                | 2,600        | 510                    | 4,533                     | 5,043           | 1,800           | 1,800                 | £1000 for floral and £800 for planters   |             |
| Town/Pk                          | 4060 | 27,000               | 25,507               | 31,000       | 5,374                  | 18,251                    | 23,625          | 15,000          | 23,000                | £15K revenue expenditure, £8K to EMR A   | A           |
| Play Equipment R&R               | 4061 | 2,000                | 421                  | 2,000        | 420                    | 920                       | 1,340           | -               | 2,500                 | Recommend that project is paid for by CIL Funds, £2500 to EMR project B  | B           |
| Board Walk Main                  | 4062 | 2,000                | 635                  | 4,250        | 0                      | 4                         | 4               | 1,000           | 6,000                 | £1K revenue, £5K to EMR C  | C           |
| Van Replacement                  | 4065 | 2,000                | 0                    | 1,000        | 0                      | 0                         | 0               | -               | 2,000                 | £2K to EMR D   | D           |
| Van Running Cost                 | 4070 | 3,500                | 2,579                | 3,500        | 1,770                  | 1,998                     | 3,768           | 3,500           | 3,500                 |  |             |
| Van Insurance                    | 4071 | 1,019                | 1,024                | 1,055        | 1,055                  | 0                         | 1,055           | 1,108           | 1,108                 | 5% anticipated rise  |             |
| Tree management                  | 4075 | 9,000                | 5,195                | 6,500        | 90                     | 3,475                     | 3,565           | 8,000           | 8,500                 | £3675 contracted p/o in 22-23, other expenditure for aesthetic works are £3175 and remaining 1150 is contingency for emergency work £500 to EMR E. | E           |
| FG Maint                         | 4080 | 0                    | 0                    | 0            | 0                      | 2                         | 2               | -               | -                     | no longer under DTC jurisdiction   |             |
| Closed Churchyard R&R            | 4085 | 6,000                | 22                   | 5,025        | 14                     | 10                        | 24              | 25              | 5,025                 | £5K to EMR F, £25 for revenue costs  | F           |
| Manorial Rights R&R              | 4090 | 500                  | 4                    | 500          | 1                      | 0                         | 1               | 10              | 10                    | £10 until identify projects  |             |
| Mere Water Drainage              | 4095 | 0                    | 1,023                | 1,500        | 1,168                  | 1,023                     | 2,191           | 2,695           | 2,695                 | 3 times per year @ £816 currently, allow 10% increase in costs, previously EMR, further discussion on potential project                            |             |
| Mere Fountain                    | 4100 | 0                    | 5                    | 6,500        | 1,853                  | 5                         | 1,858           | 1,500           | 8,250                 | £6750 for EMR G, £1500 allowed for servicing   | G           |
| Mere Fountain Electricity        | 4101 | 3,500                | 2,923                | 2,812        | 1,969                  | 1,503                     | 3,472           | 3,800           | 3,800                 | Ave £3400 but has increased use offset by Anglers contribution   |             |
| Mere Fountain/Kiosk Insurance    | 4102 | 148                  | 146                  | 150          | 150                    | 0                         | 150             | 158             | 158                   | 5% anticipated rise  |             |
| PK - Water                       | 4110 | 50                   | 93                   | 50           | 24                     | 82                        | 106             | 100             | 100                   |  |             |
| PK - Electricity                 | 4115 | 650                  | 597                  | 1,760        | 921                    | 287                       | 1,209           | 1,790           | 1,790                 |  |             |
| Mere's Mouth Rent                | 4120 | 100                  | 100                  | 100          | 100                    | 0                         | 100             | 100             | 100                   |  |             |
| Mere's Mouth Business Rate       | 4125 | 420                  | 424                  | 420          | 212                    | 0                         | 212             | 424             | 424                   |  |             |
| Mere's Mouth Water               | 4130 | 0                    | 0                    | 0            | 0                      | 0                         | 0               | -               | -                     |  |             |
| Mere's Mouth (Resurfacing)       | 4135 | 0                    | 18,373               | 1,000        | 0                      | 18,373                    | 18,373          | -               | 2,000                 | £2K to EMR H   | H           |



| EXPENDITURE FACILITIES COMMITTEE   |      |                      |                      |               |                        |                           |                 |                 |                       |  |             |
|------------------------------------|------|----------------------|----------------------|---------------|------------------------|---------------------------|-----------------|-----------------|-----------------------|--|-------------|
| Description                        | Code | 2020-21              |                      | 2021-22       |                        |                           |                 | 2022-2023       |                       | Notes 22-23  | Project Ref |
|                                    |      | 20-21 Budget updated | 20-21 Actual updated | 21-22 Budget  | Actual Costs (30 Sept) | Projected remaining Costs | Total Projected | Precept Revenue | Precept Revenue & EMR |  |             |
| Park Insurance                     | 4140 | 1,767                | 1,658                | 1,767         | 1,707                  | 0                         | 1,707           | 1,848           | 1,848                 | 5% anticipated rise  |             |
| Duck Pellets                       | 4091 | 0                    | 217                  | 0             | 0                      | 0                         | 0               | -               | -                     |  |             |
| <b>AMENITIES TOTAL EXPENDITURE</b> |      | <b>61,080</b>        | <b>65,851</b>        | <b>73,915</b> | <b>17,392</b>          | <b>50,474</b>             | <b>67,867</b>   | <b>42,985</b>   | <b>74,735</b>         |  |             |
| Cemetery Grounds R&R               | 4250 | 17,780               | 12,303               | 7,000         | 3,655                  | 7,442                     | 11,097          | 7,000           | 7,000                 | £7000 for revenue expenditure, water test funds complete in EMR I      | I           |
| Cemetery Roads R&R                 | 4255 | 0                    | 0                    | 0             | 0                      | 0                         | 0               | -               | -                     |  |             |
| Cemetery Chapels R&R               | 4260 | 18,878               | 137                  | 5,000         | 700                    | 120                       | 820             | 5,000           | 10,000                | FC decision  | J           |
| Cemetery Monuments Testing         | 4265 | 0                    | 0                    | 0             | 0                      | 0                         | 0               | -               | -                     | Monument testing awaiting further information. Funds complete in EMR I | I           |
| Cemetery Water                     | 4275 | 110                  | 81                   | 110           | 74                     | 34                        | 107             | 150             | 150                   |  |             |
| Cemetery Electricity               | 4280 | 2,800                | 2,150                | 460           | 392                    | 939                       | 1,331           | 950             | 950                   |  |             |
| Cemetery Insurance                 | 4285 | 471                  | 469                  | 483           | 482                    | 0                         | 482             | 507             | 507                   | 5% anticipated rise  |             |
| Cemetery-Non Domestic Rates        | 4295 | 0                    | 0                    | 0             | 0                      | 0                         | 0               | -               | -                     |  |             |
| Cemetery Grave digging Exp         | 4300 | 0                    | 12,840               | 0             | 2,822                  | 6,000                     | 8,822           | -               | -                     |  |             |
| <b>CEMETERY TOTAL EXPENDITURE</b>  |      | <b>40,039</b>        | <b>27,980</b>        | <b>13,053</b> | <b>8,125</b>           | <b>14,535</b>             | <b>22,659</b>   | <b>13,607</b>   | <b>18,607</b>         |  |             |
| General Maintenance Equipment      | 4270 | 8,000                | 14,352               | 4,500         | 626                    | 13,667                    | 14,293          | 3,000           | 4,500                 | £3K revenue expenditure, allocate £1500 for EMR K new ride on mower    | K           |
| General Insurance Equipment        | 4271 | 134                  | 134                  | 138           | 138                    | 0                         | 138             | 145             | 145                   | 5% anticipated rise  |             |
| Ride on mower Insurance            | 4272 | 391                  | 389                  | 401           | 401                    | 0                         | 401             | 421             | 421                   | 5% anticipated rise  |             |
| <b>General Equipment Total</b>     |      | <b>8,525</b>         | <b>14,875</b>        | <b>5,039</b>  | <b>1,165</b>           | <b>13,667</b>             | <b>14,832</b>   | <b>3,566</b>    | <b>5,066</b>          |  |             |
| CH Maint                           | 4350 | 14,500               | 9,923                | 14,500        | 1,136                  | 4,623                     | 5,760           | 6,000           | 12,500                | £6K revenue expenditure, allocate £6.5K EMR L Cornhall renovation      | L           |
| CH Insurance                       | 4360 | 2,372                | 2,437                | 2,510         | 2,509                  | 0                         | 2,509           | 2,636           | 2,636                 | 5% anticipated rise  |             |
| <b>CORN HALL TOTAL EXPENDITURE</b> |      | <b>16,872</b>        | <b>12,360</b>        | <b>17,010</b> | <b>3,645</b>           | <b>4,623</b>              | <b>8,268</b>    | <b>8,636</b>    | <b>15,136</b>         |  |             |
| <b>Council Offices</b>             |      |                      |                      |               |                        |                           |                 |                 |                       |  |             |
| Office Business Rate               | 4610 | 4,775                | 4,853                | 4,775         | 2,426                  | 0                         | 2,426           | 4,860           | 4,860                 |  |             |
| Office Gas                         | 4615 | 1,428                | 335                  | 2,000         | 357                    | 0                         | 357             | 2,000           | 2,000                 |  |             |
| Office Electricity                 | 4620 | 1,288                | 2,128                | 1,400         | 377                    | 1,658                     | 2,035           | 1,600           | 1,600                 |  |             |
| Office Telephone                   | 4625 | 2,535                | 1,631                | 2,535         | 1,416                  | 659                       | 2,075           | 2,000           | 2,000                 |  |             |
| Office Insurance                   | 4630 | 840                  | 832                  | 857           | 857                    | 0                         | 857             | 900             | 900                   | 5% anticipated rise  |             |
| Office R&R                         | 4400 | 4,000                | 4,719                | 4,500         | 2,280                  | 1,929                     | 4,209           | 4,500           | 4,500                 |  |             |

| EXPENDITURE FACILITIES COMMITTEE         |             |                      |                      |              |                        |                           |                 |                 |                       |  |             |
|--|-------------|----------------------|----------------------|--------------|------------------------|---------------------------|-----------------|-----------------|-----------------------|--|-------------|
| Description                              | Code        | 2020-21              |                      | 2021-22      |                        |                           |                 | Precept Revenue | Precept Revenue & EMR | Notes 22-23  | Project Ref |
|  |             | 20-21 Budget updated | 20-21 Actual updated | 21-22 Budget | Actual Costs (30 Sept) | Projected remaining Costs | Total Projected |                 |                       |  |             |
| Office Building                          | 4405        | 2,000                | 0                    | 10,000       | 851                    | 0                         | 851             | 2,000           | 12,000                | £2K revenue expenditure, £10K allocate to EMR M, £5K of which for architect in 22-23 to evaluate works | M           |
| Office Stairlift                         | 4410        | 770                  | 331                  | 640          | 0                      | 331                       | 331             | 340             | 340                   |  |             |
| <b>OFFICE BUILDING TOTAL EXPENDITURE</b> |             | 17,636               | 14,829               | 26,707       | 8,562                  | 4,577                     | 13,140          | 18,200          | 28,200                |  |             |
| <b>Cemetery Bungalow</b>                 |             |                      |                      |              |                        |                           |                 |                 |                       |  |             |
| Cemetery Bungalow                        | 4415        | 760                  | 1,115                | 760          | 764                    | 1,115                     | 1,878           | 760             | 760                   |  |             |
| <b>Other Council Property Costs</b>      |             |                      |                      |              |                        |                           |                 |                 |                       |  |             |
| Electricity Testing 5 yrlly              | 4420        | 500                  | 0                    | 250          | 0                      | 0                         | 0               | -               | -                     | No further EMR contributions this year   | N           |
| Health & safety                          | 4425        | 1,500                | 3,209                | 3,500        | 529                    | 1,714                     | 2,243           | 2,500           | 2,500                 |  |             |
| PK Toilet Servicing Duty of Care         | 4435        | 2,500                | 4,444                | 2,500        | 4,498                  | 3,145                     | 7,643           | 8,450           | 8,450                 | £6500 cleaning, £1300 PHS, £650 products and repairs   |             |
| PK Toilet Insurance                      | 4445        | 124                  | 123                  | 127          | 373                    | 0                         | 373             | 133             | 133                   | 5% anticipated rise  |             |
| PK Toilet Elect                          | 4450        | 1,090                | 2,088                | 2,333        | 445                    | 1,732                     | 2,177           | 1,900           | 1,900                 | based on actual figures  |             |
| PK Toilet B Rates                        | 4455        | 2,719                | 2,745                | 2,719        | 2,745                  | 0                         | 2,745           | -               | -                     | Change in legislation means that no longer applicable to Toilets                                       |             |
| PK Toilet Water Rates                    | 4460        | 1,810                | 1,304                | 1,940        | 323                    | 785                       | 1,108           | 2,070           | 2,070                 | Expect this year to be £2K costs, increase £130 budget like last year                                  |             |
| Mere's Mouth Toilets                     | 4465        | 4,500                | 4,498                | 8,252        | 8,063                  | 4,498                     | 12,561          | 10,450          | 10,450                | £6500 cleaning, £1300 PHS, £650 products and repairs   |             |
| <b>MERES MOUTH TOILET ELECTRICITY</b>    | <b>4466</b> |                      |                      |              |                        |                           |                 |                 |                       | <b>NEW CODE REQUIRED</b>   |             |
| Staff Uniforms/Replacements              | 4475        | 600                  | 0                    | 600          | 208                    | 0                         | 208             | 600             | 600                   |  |             |
| <b>OTHER PROPERTY TOTAL</b>              |             | 15,343               | 18,411               | 22,221       | 17,183                 | 11,874                    | 29,057          | 26,103          | 26,103                |  |             |
| <b>DYCC</b>                              |             |                      |                      |              |                        |                           | 0               |                 |                       |  |             |
| DYCC Electricity                         | 4500        | 3,906                | 6,066                | 3,500        | 2,561                  | 3,937                     | 6,498           | 7,872           | 7,872                 | based on actual, park radio contributions on income  |             |
| DYCC Gas                                 | 4505        | 783                  | 865                  | 1,000        | 248                    | 32                        | 280             | 1,500           | 1,500                 | Actual figures skewed by elec company  |             |
| DYCC Business Rate                       | 4510        | 5,106                | 5,190                | 5,106        | 2,596                  | 0                         | 2,596           | 5,200           | 5,200                 |  |             |
| DYCC Water Rate                          | 4515        | 710                  | 457                  | 710          | 126                    | 311                       | 437             | 710             | 710                   |  |             |
| DYCC Licences Music                      | 4520        | 267                  | 0                    | 267          | 0                      | 0                         | 0               | 247             | 247                   |  |             |
| DYCC Insurance                           | 4525        | 1,020                | 1,024                | 1,055        | 1,055                  | 0                         | 1,055           | 1,108           | 1,108                 | 5% anticipated rise  |             |
| DYCC Annual Service Costs                | 4530        | 2,890                | 972                  | 2,890        | 787                    | 527                       | 1,314           | 1,500           | 1,500                 |  |             |
| DYCC General R&R                         | 4540        | 9,500                | 5,775                | 9,500        | 4,191                  | 3,331                     | 7,522           | 4,000           | 9,000                 | £5K in emr to spend on cabin, £4K rev  | O           |
| Friends of Parish Fields                 | 4541        | 0                    | 0                    | 0            | 0                      | 0                         | 0               | -               | -                     |  |             |
| <b>DYCC TOTAL EXPENDITURE</b>            |             | 24,182               | 20,349               | 24,028       | 11,562                 | 8,139                     | 19,700          | 22,137          | 27,137                |  |             |
| <b>Market Place</b>                      |             |                      |                      |              |                        |                           |                 |                 |                       |  |             |
| Market place - Water rate                | 4810        | 63                   | 73                   | 63           | 21                     | 59                        | 80              | 63              | 63                    |  |             |

| EXPENDITURE FACILITIES COMMITTEE       |      |                      |                      |                |                        |                           |                 |                 |                       |  |             |
|--|------|----------------------|----------------------|----------------|------------------------|---------------------------|-----------------|-----------------|-----------------------|--|-------------|
| Description                            | Code | 2020-21              |                      | 2021-22        |                        |                           |                 | 2022-2023       |                       | Notes 22-23  | Project Ref |
|  |      | 20-21 Budget updated | 20-21 Actual updated | 21-22 Budget   | Actual Costs (30 Sept) | Projected remaining Costs | Total Projected | Precept Revenue | Precept Revenue & EMR |  |             |
| Market Business Rate                   | 4815 | 2,750                | 2,794                | 2,750          | 1,397                  | 0                         | 1,397           | 2,800           | 2,800                 |  |             |
| Market Expenditure                     | 4830 | 250                  | 198                  | 1,250          | 141                    | 89                        | 230             | 250             | 2,250                 | £250 rev (electricity) + £2K emr   | P           |
| <b>TOTAL MARKET EXPENDITURE</b>        |      | <b>3,063</b>         | <b>3,065</b>         | <b>4,063</b>   | <b>1,560</b>           | <b>148</b>                | <b>1,708</b>    | <b>3,113</b>    | <b>5,113</b>          |  |             |
| <b>Sports Ground</b>                   |      |                      |                      |                |                        |                           |                 |                 |                       |  |             |
| SPG Track Maintenance                  | 4900 | 0                    | 0                    | 0              | 0                      | 0                         | 0               | -               | -                     |  | Q           |
| SPG Flood Lights                       | 4905 | 1,000                | 0                    | 3,000          | 0                      | 0                         | 0               | -               | 2,000                 | £2K emr  | R           |
| SPG General Maint                      | 4915 | 2,905                | 3,929                | 3,200          | 776                    | 1,096                     | 1,872           | -               | 2,000                 | £2K emr  | S           |
| SPG Grounds Maint                      | 4920 | 5,104                | 1,852                | 5,104          | 1,294                  | 760                       | 2,054           | 6,220           | 6,220                 | £184 pm maint & £4K track maintenance  |             |
| SPG Water                              | 4930 | 553                  | -663                 | 553            | 61                     | 594                       | 655             | 553             | 553                   |  |             |
| SPG Electricity                        | 4935 | 2,988                | 2,676                | 2,333          | 826                    | 1,062                     | 1,888           | 2,200           | 2,200                 |  |             |
| SPG Phone                              | 4940 | 561                  | 155                  | 561            | 60                     | 72                        | 131             | 650             | 650                   | Need to allocate £300 pa for line rental for broadband for CCTV installation |             |
| SPG Insurance Premium                  | 4945 | 1,225                | 1,258                | 1,295          | 1,295                  | 0                         | 1,295           | 1,360           | 1,360                 | 5% anticipated rise  |             |
| SKb Insurance                          | 4955 | 459                  | 471                  | 486            | 486                    | 0                         | 486             | 510             | 510                   | 5% anticipated rise  |             |
| SKb Maintenance-Maint Material         | 4965 | 0                    | 0                    | 1,059          | 0                      | 0                         | 0               | -               | 2,000                 | £2K emr  | T           |
| <b>TOTAL SPORTS GROUND EXPENDITURE</b> |      | <b>14,795</b>        | <b>9,678</b>         | <b>17,591</b>  | <b>4,798</b>           | <b>3,584</b>              | <b>8,382</b>    | <b>11,493</b>   | <b>17,493</b>         |  |             |
| HTP                                    | 4745 | 0                    | 490                  | 0              | 691                    | 0                         | 691             | -               | -                     |  |             |
| <b>Total Facilities Committee</b>      |      | <b>202,295</b>       | <b>189,220</b>       | <b>204,387</b> | <b>75,446</b>          | <b>112,737</b>            | <b>188,183</b>  | <b>150,600</b>  | <b>218,350</b>        |  |             |

Infrastructure Expenditure Draft Budget 2022-23

| Infrastructure |                                  |        |         |        |        |            |        |              |  |
|----------------|----------------------------------|--------|---------|--------|--------|------------|--------|--------------|--|
| Code           |                                  | 20-21  | 20-21   | 21-22  | 21-22  | Projection | Total  | Budget 22-23 | Notes  |
| 4730           | CCTV                             | 1,000  | 2,065   | 1,000  | 640    | 2,065      | 2,705  | 2,500        | Awaiting response from ETC for future costs, projects at DYCC, SPG and main town |
| 4780           | Parish Partnership Bid           | 0      | 0       | 10,780 | 3,890  | 3,062      | 6,952  | 11,600       | Requirement for speed signage £1600 approx unless                                |
| 4785           | Neighbourhood Plan               | 0      | 23,516  | 0      | 7,642  | 0          | 7,642  | 2,800        | Last year made £2800 contribution from Gen reserves into new EMR                 |
| 4970           | Street lighting                  | 14,500 | 102,867 | 14,500 | 0      | 12,370     | 12,370 | 9,000        | Committed expenditure of £12012 from EMR Capital                                 |
| New Code       | Pedestrianisation of Mere Street |        |         |        |        |            |        |              | £10K in EMR for project  |
|                |                                  | 15,500 | 128,448 | 26,280 | 12,172 | 17,497     | 29,669 | 25,900       |  |

## DTC Income - detailed

|                                |      | 2021-2022      |                |                |                 |                | Notes 22-23  |
|--------------------------------|------|----------------|----------------|----------------|-----------------|----------------|--|
| Description                    | Code | 20-21 Budget   | 20-21 Actual   | 21-22 Budget   | Total Projected | 22-23 Budget   |  |
| <b>Executive</b>               |      |                |                |                |                 |                |  |
| Precept                        | 1076 | 560,548        | 560,548        | 571,428        | 285,714         | 609,043        |  |
| Interest Received              | 1090 | 1,000          | 1,065          | 1,000          | 1,394           | 150            | Change to average £150 per year  |
| Christmas Lights               | 1230 | 50             | 0              | 0              | 0               | 0              |  |
| Christmas Switch On Income     | 1235 | 500            | 0              | 1,400          | 1,384           | 1,400          | Projected income is distorted by previous years figures, this figure will allow for precept to account for £1250 towards event |
| Rechargable Exp. Refunded      | 1280 | 0              | 6,031          | 0              | 1,588           | 0              | Income is cancelled out by expenditure   |
| Rechargable Wages. Refunded    | 1281 | 0              | 33             | 0              | 0               | 0              | Income is cancelled out by expenditure   |
| Grants Received                | 1300 | 0              | 0              | 0              | 200             | 0              | Not to be budgeted for   |
| Carnival Income                | 1435 | 9,305          | 51             | 0              | 359             | 0              | This is on the basis that there is no carnival   |
| Town Mayor's Charity           | 1440 | 1,500          | 230            | 0              | 2,603           | 0              | Not to be budgeted for   |
| Sec 106                        | 1465 | 0              | 0              | 0              | 112,833         | 0              | Not to be budgeted for   |
| CIL - CIL Income               | 1460 | 0              | 3,162          | 0              | 3,678           | 0              | Not to be budgeted for   |
| <b>sub-total</b>               |      | <b>572,903</b> | <b>571,120</b> | <b>573,828</b> | <b>406,075</b>  | <b>610,593</b> |  |
| <b>Facilities</b>              |      |                |                |                |                 |                |  |
| Agency                         | 1000 | 3,044          | 3,119          | 3,044          | 3,157           | 3,044          |  |
| Allotment Rent                 | 1120 | 462            | 462            | 469            | 453             | 500            |  |
| Amenities Income               | 1140 | 4,212          | 3,219          | 2,030          | 2,138           | 2,085          | Car boot up by £10, everything else 2.2%   |
| Duck Pellet                    | 1145 | 0              | 0              | 0              | 80              | 0              | No longer happens  |
| Mini Recycling Adopter Paymen  | 1150 | 0              | 450            | 0              | 900             | 450            |  |
| Cemetery Interment/chapel fees | 1180 | 20,000         | 36,105         | 20,300         | 20,878          | 20,747         |  |
| Cemetery Memorial fees         | 1185 | 10,000         | 4,153          | 10,150         | 9,168           | 10,373         |  |
| Cemetery Gravedigging Fees     | 1190 | 0              | 12,256         | 0              | 6,741           | 0              |  |
| Office Rent/Service Charge     | 1240 | 4,393          | 6,377          | 4,459          | 8,003           | 4,557          |  |
| Cemetery Bungalow Rent         | 1250 | 4,504          | 4,500          | 4,572          | 4,494           | 4,673          |  |
| DYCC Hire fees                 | 1260 | 21,807         | 22,486         | 15,225         | 18,574          | 15,560         |  |
| Friends of Parish Fields       | 1261 | 0              | 0              | 0              |                 | 0              |  |
| Photocopying Income            | 1285 | 0              | 0              | 0              | 36              | 0              |  |
| HTP Grants Received            | 1305 | 0              | 0              | 0              | 5,328           | 0              |  |
| Market Stallage                | 1320 | 25,191         | 27,854         | 21,548         | 19,362          | 22,022         |  |
| Farmers Market Stallage        | 1325 | 0              | 0              | 0              | 0               | 0              |  |
| SPG Hire fees                  | 1400 | 8,725          | 5,466          | 8,856          | 9,333           | 14,114         | Based on the SPG hire fees review  |
| <b>sub-total</b>               |      | <b>102,338</b> | <b>126,447</b> | <b>90,653</b>  | <b>108,645</b>  | <b>98,125</b>  |  |
| <b>Infrastructure</b>          |      |                |                |                |                 |                |  |
| DDNP Income                    | 1303 | 0              | 17,970         | 0              | 0               | 0              |  |
| Streetlighting                 | 1470 | 0              | 0              | 0              | 0               | 0              |  |
| Parish Partnership Bid         | 1070 | 0              | 0              | 8,390          | 1,525           | 0              |  |
| <b>sub-total</b>               |      | <b>0</b>       | <b>17,970</b>  | <b>8,390</b>   | <b>1,525</b>    | <b>0</b>       |  |
| <b>Total</b>                   |      | <b>675,241</b> | <b>715,537</b> | <b>672,871</b> | <b>516,245</b>  | <b>708,718</b> |  |

09/12/2021

## Diss Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|   | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent        | Transfer<br>to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|-------------------------|
| <b>100 Agency Services</b>              |                       |                        |                       |                          |                          |                    |                |                         |
| 1000 Agency Services Income             | 0                     | 3,157                  | 3,044                 | (113)                    |                          |                    | 103.7%         |                         |
| Agency Services :- Income               | <b>0</b>              | <b>3,157</b>           | <b>3,044</b>          | <b>(113)</b>             |                          |                    | <b>103.7%</b>  | <b>0</b>                |
| 4000 NCC Grasscutting                   | 3                     | 29                     | 400                   | 371                      |                          | 371                | 7.3%           |                         |
| Agency Services :- Indirect Expenditure | <b>3</b>              | <b>29</b>              | <b>400</b>            | <b>371</b>               | <b>0</b>                 | <b>371</b>         | <b>7.3%</b>    | <b>0</b>                |
| <b>Net Income over Expenditure</b>      | <b>(3)</b>            | <b>3,127</b>           | <b>2,644</b>          | <b>(483)</b>             |                          |                    |                |                         |
| <b>120 Allotments</b>                   |                       |                        |                       |                          |                          |                    |                |                         |
| 1120 Allotment Rent                     | 0                     | 150                    | 469                   | 319                      |                          |                    | 32.0%          |                         |
| Allotments :- Income                    | <b>0</b>              | <b>150</b>             | <b>469</b>            | <b>319</b>               |                          |                    | <b>32.0%</b>   | <b>0</b>                |
| 4020 Allotments - Insurance             | 0                     | 326                    | 26                    | (300)                    |                          | (300)              | 1255.6%        |                         |
| Allotments :- Indirect Expenditure      | <b>0</b>              | <b>326</b>             | <b>26</b>             | <b>(300)</b>             | <b>0</b>                 | <b>(300)</b>       | <b>1255.6%</b> | <b>0</b>                |
| <b>Net Income over Expenditure</b>      | <b>0</b>              | <b>(176)</b>           | <b>443</b>            | <b>619</b>               |                          |                    |                |                         |
| <b>140 Amenities</b>                    |                       |                        |                       |                          |                          |                    |                |                         |
| 1140 Amenities Income                   | 504                   | 5,853                  | 2,030                 | (3,823)                  |                          |                    | 288.3%         |                         |
| Amenities :- Income                     | <b>504</b>            | <b>5,853</b>           | <b>2,030</b>          | <b>(3,823)</b>           |                          |                    | <b>288.3%</b>  | <b>0</b>                |
| 4040 Gardens/Floral Scheme              | 586                   | 1,308                  | 2,600                 | 1,292                    | 402                      | 890                | 65.8%          |                         |
| 4060 Town/Park - R&R                    | 305                   | 7,232                  | 31,000                | 23,768                   | 400                      | 23,367             | 24.6%          | 340                     |
| 4061 Play Equipment R&R                 | 0                     | 732                    | 2,000                 | 1,268                    |                          | 1,268              | 36.6%          |                         |
| 4062 Boardwalk Maintenance              | 1,156                 | 1,156                  | 4,250                 | 3,094                    |                          | 3,094              | 27.2%          |                         |
| 4065 Van Replacement                    | 0                     | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%           |                         |
| 4070 Van x 2 Running Costs              | 612                   | 2,959                  | 3,500                 | 541                      |                          | 541                | 84.6%          |                         |
| 4071 Van Insurance                      | 0                     | 1,055                  | 1,055                 | 0                        |                          | 0                  | 100.0%         |                         |
| 4075 Tree Management                    | 9,920                 | 10,010                 | 6,500                 | (3,510)                  | 8,100                    | (11,610)           | 278.6%         |                         |
| 4085 Closed Churchyard - R&R            | 2                     | 16                     | 5,025                 | 5,009                    |                          | 5,009              | 0.3%           |                         |
| 4090 Manorial Rights - R&R              | 1                     | 1                      | 500                   | 499                      |                          | 499                | 0.2%           |                         |
| 4095 Mere - Water/drainage              | 818                   | 1,986                  | 1,500                 | (486)                    |                          | (486)              | 132.4%         |                         |
| 4100 Mere - Fountain                    | 0                     | 1,853                  | 6,500                 | 4,647                    |                          | 4,647              | 28.5%          | 435                     |
| 4101 Mere - Fountain Electricity        | 385                   | 2,786                  | 2,812                 | 26                       |                          | 26                 | 99.1%          |                         |
| 4102 Mere Fountain/Kiosk -Insurance     | 0                     | 150                    | 150                   | (0)                      |                          | (0)                | 100.1%         |                         |
| 4110 Park - Water Rates                 | 0                     | 24                     | 50                    | 26                       |                          | 26                 | 47.4%          |                         |
| 4115 Park - Electricity                 | 139                   | 1,244                  | 1,760                 | 516                      |                          | 516                | 70.7%          |                         |
| 4120 Mere's Mouth - Rent                | 0                     | 100                    | 100                   | 0                        |                          | 0                  | 100.0%         |                         |
| 4125 Mere's Mouth - Business Rates      | 212                   | 424                    | 420                   | (4)                      |                          | (4)                | 101.0%         |                         |
| 4135 Mere's Mouth (resurfacing)         | 0                     | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%           |                         |
| 4140 Park - Insurance                   | 0                     | 1,707                  | 1,767                 | 60                       |                          | 60                 | 96.6%          |                         |
| Amenities :- Indirect Expenditure       | <b>14,135</b>         | <b>34,743</b>          | <b>73,489</b>         | <b>38,746</b>            | <b>8,902</b>             | <b>29,844</b>      | <b>59.4%</b>   | <b>775</b>              |
| <b>Net Income over Expenditure</b>      | <b>(13,631)</b>       | <b>(28,890)</b>        | <b>(71,459)</b>       | <b>(42,569)</b>          |                          |                    |                |                         |
| 7000 plus Transfer from EMR             | 0                     | 775                    |                       |                          |                          |                    |                |                         |

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## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|   | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <b>Movement to/(from) Gen Reserve</b>       | <b>(13,631)</b>       | <b>(28,115)</b>        |                       |                          |                          |                    |              |                         |
| <b>145 Mini Recycling Centre Adopter</b>    |                       |                        |                       |                          |                          |                    |              |                         |
| 1150 Mini Recycling Adopter Payment         | 0                     | 450                    | 0                     | (450)                    |                          |                    | 0.0%         |                         |
| Mini Recycling Centre Adopter :- Income     | <b>0</b>              | <b>450</b>             | <b>0</b>              | <b>(450)</b>             |                          |                    |              | <b>0</b>                |
| <b>Net Income</b>                           | <b>0</b>              | <b>450</b>             | <b>0</b>              | <b>(450)</b>             |                          |                    |              |                         |
| <b>150 Bank Interest</b>                    |                       |                        |                       |                          |                          |                    |              |                         |
| 1090 Interest Received                      | 22                    | 98                     | 1,000                 | 902                      |                          |                    | 9.8%         |                         |
| Bank Interest :- Income                     | <b>22</b>             | <b>98</b>              | <b>1,000</b>          | <b>902</b>               |                          |                    | <b>9.8%</b>  | <b>0</b>                |
| 4202 Bank Charges                           | 23                    | 148                    | 300                   | 152                      |                          | 152                | 49.4%        |                         |
| Bank Interest :- Indirect Expenditure       | <b>23</b>             | <b>148</b>             | <b>300</b>            | <b>152</b>               | <b>0</b>                 | <b>152</b>         | <b>49.4%</b> | <b>0</b>                |
| <b>Net Income over Expenditure</b>          | <b>(1)</b>            | <b>(50)</b>            | <b>700</b>            | <b>750</b>               |                          |                    |              |                         |
| <b>160 Capital Expenditure</b>              |                       |                        |                       |                          |                          |                    |              |                         |
| 4200 Capital Expenditure                    | 0                     | 22,683                 | 41,007                | 18,324                   |                          | 18,324             | 55.3%        |                         |
| Capital Expenditure :- Indirect Expenditure | <b>0</b>              | <b>22,683</b>          | <b>41,007</b>         | <b>18,324</b>            | <b>0</b>                 | <b>18,324</b>      | <b>55.3%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>0</b>              | <b>(22,683)</b>        | <b>(41,007)</b>       | <b>(18,324)</b>          |                          |                    |              |                         |
| <b>180 Cemetery</b>                         |                       |                        |                       |                          |                          |                    |              |                         |
| 1180 Cemetery Interment/Chapel Fees         | 2,267                 | 19,730                 | 20,300                | 570                      |                          |                    | 97.2%        |                         |
| 1185 Cemetery Memorial Fees                 | 475                   | 8,188                  | 10,150                | 1,962                    |                          |                    | 80.7%        |                         |
| Cemetery :- Income                          | <b>2,742</b>          | <b>27,917</b>          | <b>30,450</b>         | <b>2,533</b>             |                          |                    | <b>91.7%</b> | <b>0</b>                |
| 4250 Cemetery - Grounds - R&R               | 926                   | 7,748                  | 7,000                 | (748)                    |                          | (748)              | 110.7%       |                         |
| 4260 Cemetery - Chapels - R&R               | 150                   | 850                    | 5,000                 | 4,150                    |                          | 4,150              | 17.0%        | 700                     |
| 4270 General Equipment                      | 334                   | 1,130                  | 4,500                 | 3,370                    |                          | 3,370              | 25.1%        |                         |
| 4271 General Equipment Insurance            | 0                     | 138                    | 138                   | 1                        |                          | 1                  | 99.6%        |                         |
| 4272 Ride on Mower Insurance                | 0                     | 401                    | 401                   | 0                        |                          | 0                  | 100.0%       |                         |
| 4275 Cemetery - Water Rate                  | 0                     | 105                    | 110                   | 5                        |                          | 5                  | 95.5%        |                         |
| 4280 Cemetery - Electricity                 | 116                   | 517                    | 460                   | (57)                     |                          | (57)               | 112.5%       |                         |
| 4285 Cemetery - Insurance                   | 0                     | 482                    | 483                   | 1                        |                          | 1                  | 99.9%        |                         |
| Cemetery :- Indirect Expenditure            | <b>1,526</b>          | <b>11,371</b>          | <b>18,092</b>         | <b>6,721</b>             | <b>0</b>                 | <b>6,721</b>       | <b>62.9%</b> | <b>700</b>              |
| <b>Net Income over Expenditure</b>          | <b>1,215</b>          | <b>16,546</b>          | <b>12,358</b>         | <b>(4,188)</b>           |                          |                    |              |                         |
| 7000 plus Transfer from EMR                 | 0                     | 700                    |                       |                          |                          |                    |              |                         |
| <b>Movement to/(from) Gen Reserve</b>       | <b>1,215</b>          | <b>17,246</b>          |                       |                          |                          |                    |              |                         |

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|   | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <b>190 Cemetery Gravedigging</b>              |                       |                        |                       |                          |                          |                    |              |                         |
| 1190 Cemetery Gravedigging Fees               | 914                   | 3,959                  | 0                     | (3,959)                  |                          |                    | 0.0%         |                         |
| Cemetery Gravedigging :- Income               | <b>914</b>            | <b>3,959</b>           | <b>0</b>              | <b>(3,959)</b>           |                          |                    |              | <b>0</b>                |
| 4300 Cemetery Gravedigging Exp.               | 609                   | 3,431                  | 0                     | (3,431)                  |                          | (3,431)            | 0.0%         |                         |
| Cemetery Gravedigging :- Indirect Expenditure | <b>609</b>            | <b>3,431</b>           | <b>0</b>              | <b>(3,431)</b>           | <b>0</b>                 | <b>(3,431)</b>     |              | <b>0</b>                |
| <b>Net Income over Expenditure</b>            | <b>305</b>            | <b>528</b>             | <b>0</b>              | <b>(528)</b>             |                          |                    |              |                         |
| <b>200 Christmas Lights</b>                   |                       |                        |                       |                          |                          |                    |              |                         |
| 4320 Christmas Lights                         | 12,400                | 14,823                 | 17,000                | 2,177                    |                          | 2,177              | 87.2%        |                         |
| 4322 Insurance re. Christmas Lights           | 0                     | 77                     | 77                    | (0)                      |                          | (0)                | 100.3%       |                         |
| Christmas Lights :- Indirect Expenditure      | <b>12,400</b>         | <b>14,900</b>          | <b>17,077</b>         | <b>2,177</b>             | <b>0</b>                 | <b>2,177</b>       | <b>87.3%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                        | <b>(12,400)</b>       | <b>(14,900)</b>        | <b>(17,077)</b>       | <b>(2,177)</b>           |                          |                    |              |                         |
| <b>220 Corn Hall</b>                          |                       |                        |                       |                          |                          |                    |              |                         |
| 4350 Corn Hall - Maint./R&R                   | 244                   | 1,430                  | 14,500                | 13,070                   |                          | 13,070             | 9.9%         |                         |
| 4360 Corn Hall - Insurance                    | 0                     | 2,509                  | 2,510                 | 1                        |                          | 1                  | 100.0%       |                         |
| Corn Hall :- Indirect Expenditure             | <b>244</b>            | <b>3,938</b>           | <b>17,010</b>         | <b>13,072</b>            | <b>0</b>                 | <b>13,072</b>      | <b>23.2%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                        | <b>(244)</b>          | <b>(3,938)</b>         | <b>(17,010)</b>       | <b>(13,072)</b>          |                          |                    |              |                         |
| <b>240 Council Properties</b>                 |                       |                        |                       |                          |                          |                    |              |                         |
| 1240 Office Rent/Service Charge               | 0                     | 3,345                  | 4,459                 | 1,114                    |                          |                    | 75.0%        |                         |
| 1245 Council Property Income                  | 0                     | 621                    | 0                     | (621)                    |                          |                    | 0.0%         |                         |
| 1250 Cemetery Bungalow Rent                   | 0                     | 3,048                  | 4,572                 | 1,524                    |                          |                    | 66.7%        |                         |
| Council Properties :- Income                  | <b>0</b>              | <b>7,014</b>           | <b>9,031</b>          | <b>2,017</b>             |                          |                    | <b>77.7%</b> | <b>0</b>                |
| 4400 Office R&R                               | 75                    | 2,705                  | 4,500                 | 1,795                    |                          | 1,795              | 60.1%        |                         |
| 4405 Office Building Maintenance              | 132                   | 1,222                  | 10,000                | 8,778                    |                          | 8,778              | 12.2%        |                         |
| 4410 Office Stairlift                         | 0                     | 0                      | 640                   | 640                      |                          | 640                | 0.0%         |                         |
| 4415 Cemetery Bungalow                        | 0                     | 764                    | 760                   | (4)                      |                          | (4)                | 100.5%       |                         |
| 4420 Electricity Testing 5 Yrly               | 0                     | 0                      | 250                   | 250                      |                          | 250                | 0.0%         |                         |
| 4425 Health & Safety                          | 6                     | 590                    | 3,500                 | 2,910                    |                          | 2,910              | 16.9%        |                         |
| 4435 Pk Toilets Servicing                     | 2,973                 | 7,471                  | 2,500                 | (4,971)                  |                          | (4,971)            | 298.8%       |                         |
| 4445 Pk Toilets - Insurance                   | 0                     | 373                    | 127                   | (246)                    |                          | (246)              | 293.7%       |                         |
| 4450 Pk Toilet- Electricity                   | 44                    | 654                    | 2,333                 | 1,679                    |                          | 1,679              | 28.0%        |                         |
| 4455 Pk Toilets - B/Rates                     | 0                     | (2,745)                | 2,719                 | 5,464                    |                          | 5,464              | (100.9%)     |                         |
| 4460 Pk Toilets - Water Rates                 | 0                     | 714                    | 1,940                 | 1,226                    |                          | 1,226              | 36.8%        |                         |
| 4465 Mere's Mouth Toilets                     | 673                   | 8,832                  | 8,252                 | (580)                    |                          | (580)              | 107.0%       |                         |
| 4475 Staff Uniforms/Replacements              | 38                    | 518                    | 600                   | 82                       |                          | 82                 | 86.3%        |                         |
| Council Properties :- Indirect Expenditure    | <b>3,941</b>          | <b>21,099</b>          | <b>38,121</b>         | <b>17,022</b>            | <b>0</b>                 | <b>17,022</b>      | <b>55.3%</b> | <b>0</b>                |
| <b>Net Income over Expenditure</b>            | <b>(3,941)</b>        | <b>(14,085)</b>        | <b>(29,090)</b>       | <b>(15,005)</b>          |                          |                    |              |                         |



## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|  | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>260 Diss Youth &amp; Community Centre</b>             |                       |                        |                       |                          |                          |                    |               |                         |
| 1260 DYCC Hire Fees                                      | 2,354                 | 18,344                 | 15,225                | (3,119)                  |                          |                    | 120.5%        |                         |
| Diss Youth & Community Centre :- Income                  | <b>2,354</b>          | <b>18,344</b>          | <b>15,225</b>         | <b>(3,119)</b>           |                          |                    | <b>120.5%</b> | <b>0</b>                |
| 4500 DYCC - Electricity                                  | 317                   | 3,162                  | 3,500                 | 338                      |                          | 338                | 90.3%         |                         |
| 4505 DYCC - Gas  | 40                    | 316                    | 1,000                 | 684                      |                          | 684                | 31.6%         |                         |
| 4510 DYCC - Business Rates                               | 2,594                 | 5,190                  | 5,106                 | (84)                     |                          | (84)               | 101.6%        |                         |
| 4515 DYCC - Water Rates                                  | 0                     | 255                    | 710                   | 455                      |                          | 455                | 36.0%         |                         |
| 4520 Licences - Music                                    | 0                     | 0                      | 267                   | 267                      |                          | 267                | 0.0%          |                         |
| 4525 DYCC - Insurance                                    | 0                     | 1,055                  | 1,055                 | 0                        |                          | 0                  | 100.0%        |                         |
| 4530 Annual Service Costs                                | 71                    | 858                    | 2,890                 | 2,032                    |                          | 2,032              | 29.7%         |                         |
| 4540 DYCC - General R&R                                  | 2,311                 | 7,378                  | 9,500                 | 2,122                    | 156                      | 1,966              | 79.3%         |                         |
| Diss Youth & Community Centre :- Indirect<br>Expenditure | <b>5,332</b>          | <b>18,213</b>          | <b>24,028</b>         | <b>5,815</b>             | <b>156</b>               | <b>5,658</b>       | <b>76.5%</b>  | <b>0</b>                |
| <b>Net Income over Expenditure</b>                       | <b>(2,979)</b>        | <b>131</b>             | <b>(8,803)</b>        | <b>(8,934)</b>           |                          |                    |               |                         |
| <b>280 Administrative Overheads</b>                      |                       |                        |                       |                          |                          |                    |               |                         |
| 1285 Photocopying Income                                 | 0                     | 9                      | 0                     | (9)                      |                          |                    | 0.0%          |                         |
| Administrative Overheads :- Income                       | <b>0</b>              | <b>9</b>               | <b>0</b>              | <b>(9)</b>               |                          |                    |               | <b>0</b>                |
| 4610 Council Office Business Rates                       | 2,427                 | 4,853                  | 4,775                 | (78)                     |                          | (78)               | 101.6%        |                         |
| 4615 Council Office - Gas                                | 72                    | 466                    | 2,000                 | 1,534                    |                          | 1,534              | 23.3%         |                         |
| 4620 Council Office - Electricity                        | 107                   | 695                    | 1,400                 | 705                      |                          | 705                | 49.7%         |                         |
| 4625 Council Office - Telephone                          | 19                    | 1,600                  | 2,535                 | 935                      |                          | 935                | 63.1%         |                         |
| 4630 Council Office - Insurance                          | 0                     | 857                    | 857                   | 0                        |                          | 0                  | 100.0%        |                         |
| 4657 IT Equipment, Software & Suppo                      | 880                   | 9,773                  | 10,000                | 227                      |                          | 227                | 97.7%         |                         |
| Administrative Overheads :- Indirect Expenditure         | <b>3,505</b>          | <b>18,244</b>          | <b>21,567</b>         | <b>3,323</b>             | <b>0</b>                 | <b>3,323</b>       | <b>84.6%</b>  | <b>0</b>                |
| <b>Net Income over Expenditure</b>                       | <b>(3,505)</b>        | <b>(18,235)</b>        | <b>(21,567)</b>       | <b>(3,332)</b>           |                          |                    |               |                         |
| <b>300 Grants</b>  |                       |                        |                       |                          |                          |                    |               |                         |
| 4720 General Grants                                      | 0                     | 4,000                  | 20,000                | 16,000                   |                          | 16,000             | 20.0%         |                         |
| 4730 CCTV Costs  | 0                     | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%          |                         |
| Grants :- Indirect Expenditure                           | <b>0</b>              | <b>4,000</b>           | <b>21,000</b>         | <b>17,000</b>            | <b>0</b>                 | <b>17,000</b>      | <b>19.0%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                                   | <b>0</b>              | <b>(4,000)</b>         | <b>(21,000)</b>       | <b>(17,000)</b>          |                          |                    |               |                         |
| <b>310 Highways</b>                                      |                       |                        |                       |                          |                          |                    |               |                         |
| 1070 Parish Partnership Bid Income                       | 0                     | 0                      | 8,390                 | 8,390                    |                          |                    | 0.0%          |                         |
| 1303 DDNP Income   | 0                     | 9,700                  | 0                     | (9,700)                  |                          |                    | 0.0%          | 9,000                   |
| Highways :- Income                                       | <b>0</b>              | <b>9,700</b>           | <b>8,390</b>          | <b>(1,310)</b>           |                          |                    | <b>115.6%</b> | <b>9,000</b>            |

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|            |                                       | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|------------|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4780       | Parish Partnership Bid                | 0                     | 3,890                  | 10,780                | 6,890                    |                          | 6,890              | 36.1%         |                         |
| 4785       | Neighbourhood Plan                    | 1,750                 | 9,392                  | 0                     | (9,392)                  |                          | (9,392)            | 0.0%          | 10,092                  |
|            | Highways :- Indirect Expenditure      | <b>1,750</b>          | <b>13,282</b>          | <b>10,780</b>         | <b>(2,502)</b>           | <b>0</b>                 | <b>(2,502)</b>     | <b>123.2%</b> | <b>10,092</b>           |
|            | <b>Net Income over Expenditure</b>    | <b>(1,750)</b>        | <b>(3,582)</b>         | <b>(2,390)</b>        | <b>1,192</b>             |                          |                    |               |                         |
| 7000       | plus Transfer from EMR                | 1,750                 | 9,392                  |                       |                          |                          |                    |               |                         |
| 8001       | less Transfer to EMR                  | 0                     | 9,700                  |                       |                          |                          |                    |               |                         |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>0</b>              | <b>(3,890)</b>         |                       |                          |                          |                    |               |                         |
| <u>320</u> | <u>Market</u>                         |                       |                        |                       |                          |                          |                    |               |                         |
| 1320       | Market Stallage                       | 55                    | 12,384                 | 21,548                | 9,164                    |                          |                    | 57.5%         |                         |
|            | Market :- Income                      | <b>55</b>             | <b>12,384</b>          | <b>21,548</b>         | <b>9,164</b>             |                          |                    | <b>57.5%</b>  | <b>0</b>                |
| 4810       | Market Place - Water Rates            | 0                     | 78                     | 63                    | (15)                     |                          | (15)               | 123.5%        |                         |
| 4815       | Market Place - Business Rates         | 1,397                 | 2,794                  | 2,750                 | (44)                     |                          | (44)               | 101.6%        |                         |
| 4830       | Market Expenditure                    | 17                    | 175                    | 1,250                 | 1,075                    |                          | 1,075              | 14.0%         |                         |
|            | Market :- Indirect Expenditure        | <b>1,414</b>          | <b>3,047</b>           | <b>4,063</b>          | <b>1,016</b>             | <b>0</b>                 | <b>1,016</b>       | <b>75.0%</b>  | <b>0</b>                |
|            | <b>Net Income over Expenditure</b>    | <b>(1,359)</b>        | <b>9,336</b>           | <b>17,485</b>         | <b>8,149</b>             |                          |                    |               |                         |
| <u>330</u> | <u>HTP</u>                            |                       |                        |                       |                          |                          |                    |               |                         |
| 4745       | HTP                                   | 0                     | 691                    | 0                     | (691)                    |                          | (691)              | 0.0%          | 691                     |
|            | HTP :- Indirect Expenditure           | <b>0</b>              | <b>691</b>             | <b>0</b>              | <b>(691)</b>             | <b>0</b>                 | <b>(691)</b>       |               | <b>691</b>              |
|            | <b>Net Expenditure</b>                | <b>0</b>              | <b>(691)</b>           | <b>0</b>              | <b>691</b>               |                          |                    |               |                         |
| 7000       | plus Transfer from EMR                | 0                     | 691                    |                       |                          |                          |                    |               |                         |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>0</b>              | <b>0</b>               |                       |                          |                          |                    |               |                         |
| <u>340</u> | <u>Promotion</u>                      |                       |                        |                       |                          |                          |                    |               |                         |
| 4840       | Promotion                             | 261                   | 703                    | 1,000                 | 298                      |                          | 298                | 70.3%         |                         |
| 4845       | Website/Intranet Hosting/Maint        | 0                     | 30                     | 400                   | 370                      |                          | 370                | 7.5%          |                         |
|            | Promotion :- Indirect Expenditure     | <b>261</b>            | <b>733</b>             | <b>1,400</b>          | <b>668</b>               | <b>0</b>                 | <b>668</b>         | <b>52.3%</b>  | <b>0</b>                |
|            | <b>Net Expenditure</b>                | <b>(261)</b>          | <b>(733)</b>           | <b>(1,400)</b>        | <b>(668)</b>             |                          |                    |               |                         |
| <u>360</u> | <u>Precept</u>                        |                       |                        |                       |                          |                          |                    |               |                         |
| 1076       | Precept                               | 0                     | 571,428                | 571,428               | 0                        |                          |                    | 100.0%        | 47,309                  |
|            | Precept :- Income                     | <b>0</b>              | <b>571,428</b>         | <b>571,428</b>        | <b>0</b>                 |                          |                    | <b>100.0%</b> | <b>47,309</b>           |
|            | <b>Net Income</b>                     | <b>0</b>              | <b>571,428</b>         | <b>571,428</b>        | <b>0</b>                 |                          |                    |               |                         |
| 8001       | less Transfer to EMR                  | 0                     | 47,309                 |                       |                          |                          |                    |               |                         |
|            | <b>Movement to/(from) Gen Reserve</b> | <b>0</b>              | <b>524,119</b>         |                       |                          |                          |                    |               |                         |

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|   | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <b>370 General Expenditure</b>              |                       |                        |                       |                          |                          |                    |              |                         |
| 4600 Town Mayor's Allowance                 | 232                   | 688                    | 1,400                 | 712                      |                          | 712                | 49.1%        |                         |
| 4605 Ccl Members' Allowance & Exp           | 0                     | 0                      | 2,086                 | 2,086                    |                          | 2,086              | 0.0%         |                         |
| 4635 Subscriptions                          | 556                   | 1,942                  | 2,000                 | 58                       |                          | 58                 | 97.1%        |                         |
| 4640 Audit                                  | 460                   | 2,205                  | 2,890                 | 685                      |                          | 685                | 76.3%        |                         |
| 4645 Training                               | 0                     | 1,325                  | 3,000                 | 1,675                    |                          | 1,675              | 44.2%        |                         |
| 4646 Liability Insurance                    | 0                     | 4,408                  | 4,411                 | 3                        |                          | 3                  | 99.9%        |                         |
| 4650 Conference Expenditure                 | 0                     | 15                     | 300                   | 285                      |                          | 285                | 5.0%         |                         |
| 4651 Meeting Room Hire                      | 120                   | 460                    | 1,500                 | 1,040                    |                          | 1,040              | 30.7%        |                         |
| 4652 External Meeting Room                  | 0                     | 0                      | 150                   | 150                      |                          | 150                | 0.0%         |                         |
| 4655 Printing & Stationery                  | 21                    | 1,788                  | 4,000                 | 2,212                    |                          | 2,212              | 44.7%        |                         |
| 4660 Postage                                | 89                    | 123                    | 250                   | 127                      |                          | 127                | 49.3%        |                         |
| 4665 Wages - General Admin.                 | 14,554                | 114,645                | 171,460               | 56,815                   |                          | 56,815             | 66.9%        |                         |
| 4666 Wages - General Maint.                 | 11,453                | 91,833                 | 149,673               | 57,840                   |                          | 57,840             | 61.4%        |                         |
| 4667 Staff Mileage                          | 32                    | 32                     | 350                   | 318                      |                          | 318                | 9.3%         |                         |
| 4670 NI/PAYE/Pension                        | 0                     | 0                      | 0                     | (0)                      |                          | (0)                | 0.0%         |                         |
| 4675 Legal/Financial/Prof fees              | 0                     | 545                    | 3,500                 | 2,955                    |                          | 2,955              | 15.6%        |                         |
| 4690 HR Support                             | 0                     | 68                     | 500                   | 433                      |                          | 433                | 13.5%        |                         |
| 4992 Annual Town Meeting                    | 0                     | 133                    | 500                   | 367                      |                          | 367                | 26.6%        |                         |
| General Expenditure :- Indirect Expenditure | <b>27,517</b>         | <b>220,210</b>         | <b>347,970</b>        | <b>127,760</b>           | <b>0</b>                 | <b>127,760</b>     | <b>63.3%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>(27,517)</b>       | <b>(220,210)</b>       | <b>(347,970)</b>      | <b>(127,760)</b>         |                          |                    |              |                         |
| <b>375 Rechargeable</b>                     |                       |                        |                       |                          |                          |                    |              |                         |
| 1280 Rechargeable Exp. Refunded             | 0                     | 1,979                  | 0                     | (1,979)                  |                          |                    | 0.0%         |                         |
| Rechargeable :- Income                      | <b>0</b>              | <b>1,979</b>           | <b>0</b>              | <b>(1,979)</b>           |                          |                    |              | <b>0</b>                |
| 4685 Rechargeable Expenditure               | 0                     | 242                    | 0                     | (242)                    | 142                      | (384)              | 0.0%         |                         |
| 4686 Wages-Rechargeable Expenditure         | 0                     | 6,136                  | 0                     | (6,136)                  |                          | (6,136)            | 0.0%         |                         |
| Rechargeable :- Indirect Expenditure        | <b>0</b>              | <b>6,378</b>           | <b>0</b>              | <b>(6,378)</b>           | <b>142</b>               | <b>(6,520)</b>     |              | <b>0</b>                |
| <b>Net Income over Expenditure</b>          | <b>0</b>              | <b>(4,399)</b>         | <b>0</b>              | <b>4,399</b>             |                          |                    |              |                         |
| <b>380 S 137</b>                            |                       |                        |                       |                          |                          |                    |              |                         |
| 4870 S 137 - Expenditure                    | 0                     | 19                     | 0                     | (19)                     |                          | (19)               | 0.0%         |                         |
| S 137 :- Indirect Expenditure               | <b>0</b>              | <b>19</b>              | <b>0</b>              | <b>(19)</b>              | <b>0</b>                 | <b>(19)</b>        |              | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>0</b>              | <b>(19)</b>            | <b>0</b>              | <b>19</b>                |                          |                    |              |                         |
| <b>400 Sports Ground</b>                    |                       |                        |                       |                          |                          |                    |              |                         |
| 1400 Sports Ground Hire Fees                | 950                   | 5,714                  | 8,856                 | 3,142                    |                          |                    | 64.5%        |                         |
| Sports Ground :- Income                     | <b>950</b>            | <b>5,714</b>           | <b>8,856</b>          | <b>3,142</b>             |                          |                    | <b>64.5%</b> | <b>0</b>                |

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|   | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4905 Floodlights - R&R                            | 0                     | 0                      | 3,000                 | 3,000                    |                          | 3,000              | 0.0%          |                         |
| 4915 General Sports Ground Maint.                 | 1,065                 | 2,056                  | 3,200                 | 1,144                    |                          | 1,144              | 64.3%         |                         |
| 4920 Ground Maintenance                           | 3                     | 1,479                  | 5,104                 | 3,625                    | 689                      | 2,936              | 42.5%         |                         |
| 4930 Sports Grnd-Water Rate                       | 0                     | 141                    | 553                   | 412                      |                          | 412                | 25.4%         |                         |
| 4935 Sports Ground - Electricity                  | 226                   | 1,142                  | 2,333                 | 1,191                    |                          | 1,191              | 48.9%         |                         |
| 4940 Sports Ground - Phone                        | 0                     | 84                     | 561                   | 477                      |                          | 477                | 14.9%         |                         |
| 4945 Sports Ground - Insurance                    | 0                     | 1,295                  | 1,295                 | 0                        |                          | 0                  | 100.0%        |                         |
| 4955 Skateboard Pk - Insurance/Insp               | 0                     | 486                    | 486                   | 0                        |                          | 0                  | 100.0%        |                         |
| 4965 Skateboard Pk-Maint. Materials               | 0                     | 0                      | 1,059                 | 1,059                    |                          | 1,059              | 0.0%          |                         |
| Sports Ground :- Indirect Expenditure             | <b>1,294</b>          | <b>6,682</b>           | <b>17,591</b>         | <b>10,909</b>            | <b>689</b>               | <b>10,220</b>      | <b>41.9%</b>  | <b>0</b>                |
| <b>Net Income over Expenditure</b>                | <b>(344)</b>          | <b>(968)</b>           | <b>(8,735)</b>        | <b>(7,767)</b>           |                          |                    |               |                         |
| <u>420 Events</u>                                 |                       |                        |                       |                          |                          |                    |               |                         |
| 4760 Royal British Legion                         | 500                   | 539                    | 800                   | 261                      |                          | 261                | 67.3%         |                         |
| 4991 Other Events                                 | 0                     | 196                    | 500                   | 304                      |                          | 304                | 39.2%         |                         |
| 4995 Communication Strategy                       | 0                     | 0                      | 500                   | 500                      |                          | 500                | 0.0%          |                         |
| Events :- Indirect Expenditure                    | <b>500</b>            | <b>734</b>             | <b>1,800</b>          | <b>1,066</b>             | <b>0</b>                 | <b>1,066</b>       | <b>40.8%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                            | <b>(500)</b>          | <b>(734)</b>           | <b>(1,800)</b>        | <b>(1,066)</b>           |                          |                    |               |                         |
| <u>425 Christmas Switch on Event</u>              |                       |                        |                       |                          |                          |                    |               |                         |
| 1235 Christmas Switch On Income                   | 439                   | 1,479                  | 1,400                 | (79)                     |                          |                    | 105.6%        |                         |
| Christmas Switch on Event :- Income               | <b>439</b>            | <b>1,479</b>           | <b>1,400</b>          | <b>(79)</b>              |                          |                    | <b>105.6%</b> | <b>0</b>                |
| 4990 Christmas Switch on Event                    | 1,405                 | 1,444                  | 2,650                 | 1,206                    |                          | 1,206              | 54.5%         | 39                      |
| Christmas Switch on Event :- Indirect Expenditure | <b>1,405</b>          | <b>1,444</b>           | <b>2,650</b>          | <b>1,206</b>             | <b>0</b>                 | <b>1,206</b>       | <b>54.5%</b>  | <b>39</b>               |
| <b>Net Income over Expenditure</b>                | <b>(966)</b>          | <b>35</b>              | <b>(1,250)</b>        | <b>(1,285)</b>           |                          |                    |               |                         |
| 7000 plus Transfer from EMR                       | 0                     | 39                     |                       |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>             | <b>(966)</b>          | <b>74</b>              |                       |                          |                          |                    |               |                         |
| <u>430 Carnival</u>                               |                       |                        |                       |                          |                          |                    |               |                         |
| 1435 Carnival Income                              | 0                     | 359                    | 0                     | (359)                    |                          |                    | 0.0%          |                         |
| Carnival :- Income                                | <b>0</b>              | <b>359</b>             | <b>0</b>              | <b>(359)</b>             |                          |                    |               | <b>0</b>                |
| 4996 Carnival                                     | 0                     | 8                      | 0                     | (8)                      |                          | (8)                | 0.0%          |                         |
| Carnival :- Indirect Expenditure                  | <b>0</b>              | <b>8</b>               | <b>0</b>              | <b>(8)</b>               | <b>0</b>                 | <b>(8)</b>         |               | <b>0</b>                |
| <b>Net Income over Expenditure</b>                | <b>0</b>              | <b>351</b>             | <b>0</b>              | <b>(351)</b>             |                          |                    |               |                         |

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2021

Month No: 8

## Cost Centre Report

|  | Actual<br>Current Mth | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>440 Town Mayor's Charity</b>              |                       |                        |                       |                          |                          |                    |               |                         |
| 1440 Town Mayor's Charity                    | 287                   | 861                    | 0                     | (861)                    |                          |                    | 0.0%          |                         |
| Town Mayor's Charity :- Income               | <b>287</b>            | <b>861</b>             | <b>0</b>              | <b>(861)</b>             |                          |                    |               | <b>0</b>                |
| 4795 Town Mayor's Charity Exp                | 0                     | 2,615                  | 0                     | (2,615)                  |                          | (2,615)            | 0.0%          |                         |
| Town Mayor's Charity :- Indirect Expenditure | <b>0</b>              | <b>2,615</b>           | <b>0</b>              | <b>(2,615)</b>           | <b>0</b>                 | <b>(2,615)</b>     |               | <b>0</b>                |
| <b>Net Income over Expenditure</b>           | <b>287</b>            | <b>(1,754)</b>         | <b>0</b>              | <b>1,754</b>             |                          |                    |               |                         |
| <b>460 CIL</b>                               |                       |                        |                       |                          |                          |                    |               |                         |
| 1460 CIL - CIL Income                        | 0                     | 4,101                  | 0                     | (4,101)                  |                          |                    | 0.0%          | 2,259                   |
| CIL :- Income                                | <b>0</b>              | <b>4,101</b>           | <b>0</b>              | <b>(4,101)</b>           |                          |                    |               | <b>2,259</b>            |
| 5000 CIL - Expenditure                       | 0                     | 6,877                  | 0                     | (6,877)                  |                          | (6,877)            | 0.0%          | 6,877                   |
| CIL :- Indirect Expenditure                  | <b>0</b>              | <b>6,877</b>           | <b>0</b>              | <b>(6,877)</b>           | <b>0</b>                 | <b>(6,877)</b>     |               | <b>6,877</b>            |
| <b>Net Income over Expenditure</b>           | <b>0</b>              | <b>(2,776)</b>         | <b>0</b>              | <b>2,776</b>             |                          |                    |               |                         |
| 7000 plus Transfer from EMR                  | 0                     | 6,877                  |                       |                          |                          |                    |               |                         |
| 8001 less Transfer to EMR                    | 0                     | 2,259                  |                       |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>        | <b>0</b>              | <b>1,842</b>           |                       |                          |                          |                    |               |                         |
| <b>470 Streetlighting</b>                    |                       |                        |                       |                          |                          |                    |               |                         |
| 4730 CCTV Costs                              | 0                     | 640                    | 0                     | (640)                    |                          | (640)              | 0.0%          | 640                     |
| 4970 Streetlighting                          | 34                    | 34                     | 14,500                | 14,466                   | 14,022                   | 444                | 96.9%         |                         |
| Streetlighting :- Indirect Expenditure       | <b>34</b>             | <b>674</b>             | <b>14,500</b>         | <b>13,826</b>            | <b>14,022</b>            | <b>(196)</b>       | <b>101.4%</b> | <b>640</b>              |
| <b>Net Expenditure</b>                       | <b>(34)</b>           | <b>(674)</b>           | <b>(14,500)</b>       | <b>(13,826)</b>          |                          |                    |               |                         |
| 7000 plus Transfer from EMR                  | 0                     | 640                    |                       |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>        | <b>(34)</b>           | <b>(34)</b>            |                       |                          |                          |                    |               |                         |
| Grand Totals:- Income                        | <b>8,266</b>          | <b>674,955</b>         | <b>672,871</b>        | <b>(2,084)</b>           |                          |                    | <b>100.3%</b> |                         |
| Expenditure                                  | <b>75,893</b>         | <b>416,520</b>         | <b>672,871</b>        | <b>256,351</b>           | <b>23,911</b>            | <b>232,440</b>     | <b>65.5%</b>  |                         |
| <b>Net Income over Expenditure</b>           | <b>(67,627)</b>       | <b>258,435</b>         | <b>0</b>              | <b>(258,435)</b>         |                          |                    |               |                         |
| plus Transfer from EMR                       | <b>1,750</b>          | <b>19,114</b>          |                       |                          |                          |                    |               |                         |
| less Transfer to EMR                         | <b>0</b>              | <b>59,268</b>          |                       |                          |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>        | <b>(65,877)</b>       | <b>218,280</b>         |                       |                          |                          |                    |               |                         |

| Project Description                      | Project Ref | Priority Level | Put to EMR in 2021-22 | Current EMR Total | 22-23 Original EMR | 22-23 Revised EMR |
|--|-------------|----------------|-----------------------|-------------------|--------------------|-------------------|
| Refurbishment of Park Toilets            | A           | 4              | £4,000.00             | £14,000.00        | £8,000.00          | £3,000.00         |
| New Play Equipment                       | B           | 4              | £0.00                 | £41,232.00        | £2,500.00          | £500.00           |
| Boardwalk Renovation                     | C           | 3              | £4,000.00             | £5,000.00         | £5,000.00          | £2,000.00         |
| Van Replacement                          | D           | 4              | £1,000.00             | £6,000.00         | £2,000.00          | £1,000.00         |
| Tree Survey                              | E           | 1              | £500.00               | £500.00           | £500.00            | £0.00             |
| St Mary's Wall replacement               | F           | 1              | £5,000.00             | £15,000.00        | £5,000.00          | £3,000.00         |
| Mere Fountain renewal                    | G           | 1              | £6,500.00             | £16,065.00        | £6,750.00          | £6,750.00         |
| Meres Mouth Resurfacing                  | H           | 4              | £1,000.00             | £1,000.00         | £2,000.00          | £500.00           |
| Cemetery mounment and water testing      | I           | 1              | £0.00                 | £4,000.00         | £0.00              | £4,000.00         |
| Cemetery mounment and water testing      | I           | 1              | £0.00                 | £500.00           | £0.00              | £0.00             |
| Chapel renewal                           | J           | 4              | £5,000.00             | £54,300.00        | £5,000.00          | £1,000.00         |
| Ride on mower renewal                    | K           | 1              | £1,500.00             | £1,500.00         | £1,500.00          | £1,000.00         |
| Cornhall capital refurbishment           | L           | 1              | £6,500.00             | £26,500.00        | £6,500.00          | £4,500.00         |
| Council Office refurbishment             | M           | 2              | £10,000.00            | £30,000.00        | £10,000.00         | £5,000.00         |
| 5 yr Electrical Testing                  | N           | 4              | £250.00               | £5,250.00         | £0.00              | £0.00             |
| DYCC refurbishment                       | O           | 1              | £0.00                 | £5,000.00         | £5,000.00          | £0.00             |
| Market Electrical points and resurfacing | P           | 4              | £1,000.00             | £21,000.00        | £2,000.00          | £500.00           |
| SPG Track Renewal                        | Q           | 3              | £0.00                 | £15,000.00        | £0.00              | £0.00             |
| SPG Flood Lights                         | R           | 3              | £0.00                 | £0.00             | £2,000.00          | £1,000.00         |
| SPG Pavillion                            | S           | 1              | £0.00                 | £0.00             | £2,000.00          | £2,000.00         |
| Skateboard Park renewals                 | T           | 4              | £1,059.00             | £1,059.00         | £2,000.00          | £500.00           |

|        |            |             |            |            |
|--------|------------|-------------|------------|------------|
| Totals | £47,309.00 | £262,906.00 | £67,750.00 | £36,250.00 |
|--------|------------|-------------|------------|------------|

Reduction in EMR Precept Request

|            |
|------------|
| £31,500.00 |
|------------|