

Truro City Council

Draft Financial Accounts 2019-2020

(subject to Audit)

1.Introduction

I have attached a number of documents relating to the financial accounts for the last financial year. In terms of process there is a legal requirement that the Financial Accounts and Annual Return have to be approved and submitted to the auditor by the end of July. The accounts will then be audited by the statutory auditor, PKF Littlejohn LLP, which has a deadline date of the end of November; and I will then report the results of the audit to a future committee.

Documents Attached and Explanation

A	Financial Accounting Statement	This document provides an explanation of the income and expenditure for the year of account, comparing to the actual figures for the previous financial year and revised estimates for the year.
B	Statement of Funds	Provides a picture of the Councils funds including opening balances, income and expenditure amounts during the year, and the balance at 31 st March 2019
C	Write off Report	The standing orders requires that any write offs of income must be approved by the Council. There are no requests for write off approval in the last financial year.
D	Independent Internal Audit Report	Final Internal Audit report for the 2018-19 year. <i>(to follow)</i>
E	Annual Return	This is the document we are required to sign and send to the statutory auditors for approval.

2.Summary of Results

In financial terms the year was satisfactory, particularly with the March lockdown due to covid-19, with a year end overspend against the budget of £9k. The accounts to the end of February had shown a figure in line with the budget but March proved a difficult month with a slowing of revenues early in the month and then the closure for the last week of transactions with the public.

The results demonstrate that the underlying financial position of the Council is satisfactory; both that the current level of income, of which the Precept accounts for xxxx, is sufficient to finance the Councils ongoing service provision; and its reserves are sufficient to meet ongoing commitments. I have however noted two significant risks in paragraph 8.

The detailed figures are included in Appendix A to this report with comparisons to 2018-19 actuals, the revised estimates and the 2020-21 estimates.

The following table summarises the position: -

Financial Accounts 2019-2020

Overall Summary of Net Revenue Expenditure

	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimates
Ref	£	£	£	£	£
1 Administration & Democratic	289048	295346	295638	-292	294339
2 Tourist Information Centre	124560	113644	109638	4006	112809
3 Community	115243	124389	124028	361	141153
4 Allotments	10324	9999	7813	2186	8246
5 Churchyard	16660	17812	17373	439	17162
6 Public Cemetery	41862	47127	45953	1174	48862
7 Parks & Open Spaces	694908	736891	744113	-7222	760623
8 Public Conveniences	139451	144126	143825	301	143569
9 Café in the Park	25043	9772	5279	4493	-832
10 Truro Library	0	75735	85000	-9265	174721
11 Lemon Quay	-9820	-1295	-12183	10888	2450
12 Net Base Expenditure	1447279	1573546	1566477	7069	1703102
Funds & Reserves					
13 Finance Committee Revenue Fund	18800	33400	33400	0	29700
14 Finance Committee Buildings Fund	19900	41400	41400	0	41800
15 Parks Committee Capital Fund	116300	143100	143100	0	145800
16 Devolution	20323	24969	23000	1969	0
17 Revenue Balance Movement					
Contribution to Balance	73496	0	0	0	0
Contribution from Balance	0	9038	0	9038	0
18	1696098	1807377	1807377	0	1920402
<u>LESS</u>					
19 Council Tax Support Grant	88170	64443	64443	0	58068
20 Precept	1607928	1742934	1742934	0	1862334

3.Funds & Revenue Reserve Balance

The year sees an increase in the earmarked funds shown in Appendix B, from a balance of £784k at the beginning of the year to £881k at the end; provided the recommendations below are agreed. These funds all have a purpose and therefore do not represent monies that can support the Precept.

The Revenue Reserve, which is the only balance which is not earmarked for a specific purpose has an in year balance of £183K and I have recommended that is increase by a balance transfer from the Finance Committee Buildings Fund to £187K. to maintain it at the satisfactory level of 10% of our Precept. If the balance was less than 10% of our precept i.e. £186k this would have been reportable to the statutory auditor and be viewed as a risk.

If the recommendations below are accepted then the balances on the earmarked funds at the year-end are as follows. The detailed figures for the year are shown in Appendix B

	Balance at 1st April 2019	Balance as at 31st March 2020
	£'000	£'000
Parks Capital Fund	303	364
Finance Committee Buildings Fund	339	347
Finance Committee Revenue Fund	108	142
Community Development	34	15
Hendra Development	1	1

4.Write Offs

The Standing Orders require that any proposed write off of a bad debt is approved by the Council.

There are no write offs to request in the year.

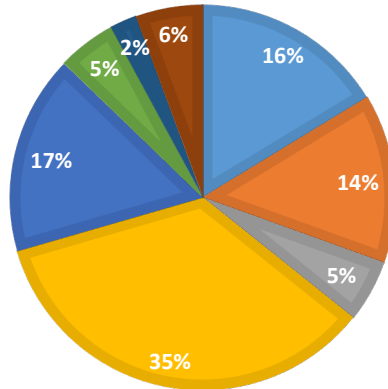
5.Draft Annual Return

Appendix E contains the draft annual return which by law we have to sign and submit to the auditor by the end of July. The return reflects the accounts for the year.

6.Analysis of Income & Expenditure

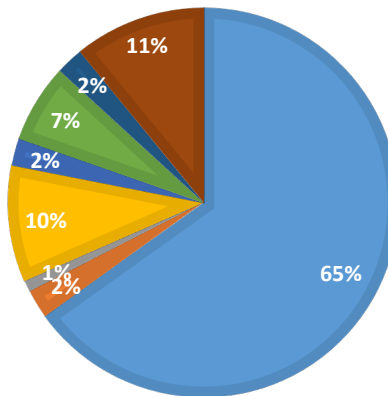
EXPENDITURE

Admin TIC Library Parks Capital Community Lemon Quay Toilets

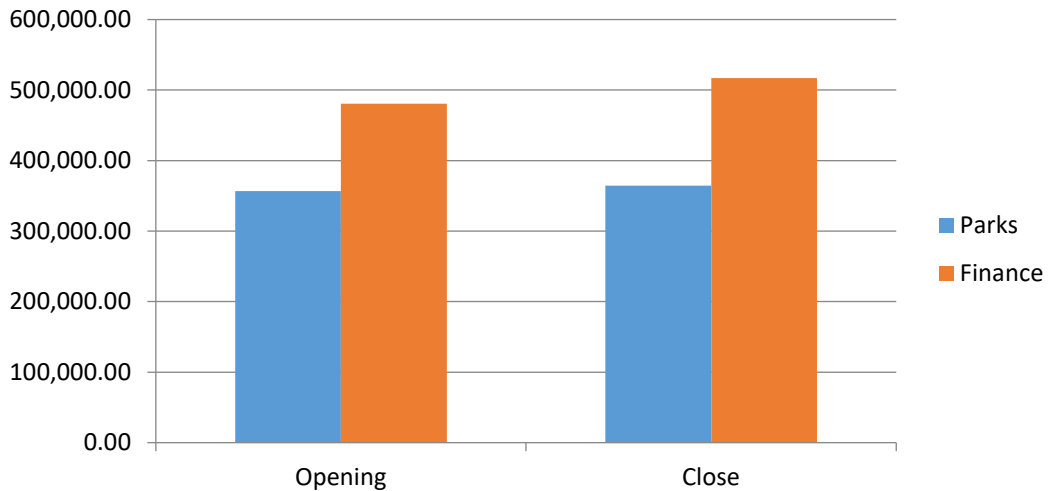


INCOME

Precept Council Tax Support Admin TIC Library Parks Lemon Quay Other



Earmarked Funds



7. Major Variance Analysis

	2019-20 Actual	2019-20 Revised Estimate	Variance	
	£'000	£'000		
Income	247	217	30	A number of sources of income from public transactions are reduced. In part this was due to a reduction in March at the beginning of the covid-19 pandemic.
Truro Library	5	18	13	Building repair costs at the library have been lower than anticipated based on the due diligence figures from Cornwall Council.

8. Financial Risks

Municipal Building Repairs

This risk was reported at the end of the 2018-19 financial year. Due to delays to the building contract between the Hall for Cornwall and its contractor the position remains as stated then.

During the course of the financial year I have been advising the Council of the significant financial risk relating to the costs of repair of the Municipal Buildings. The Council has a long term lease of the building from Cornwall Council, the freeholder. The terms of the lease require the City Council to contribute 50% of the cost of external repairs. Cornwall Council has notified us that it intends to carry out major structural repairs to the outside of the building at the same time as the refurbishment of the Hall for Cornwall i.e. in the 2019-20 financial year. In overall terms this will result in the most efficient way to carry out the repairs. The latest estimate of the cost the City Council will have to bear is £300k. We have negotiated with Cornwall Council that we will pay the amount that we have provided in a fund for such a cost, £114k, on demand and the remainder will be paid in the following financial year. My current recommendation for financing the remainder of the cost is by way of a loan from the Public Works Loans Board. Once we are more certain of the costs then I will be recommending applying for the loan.

Impact of Covid-19

During the month of March 2020 it became apparent that the national restrictions on movement and eventually “lockdown” would have a significant effect of the financial projections of the Council. The impact on the 2019-20 financial year was not significant with the estimated year end figures changing by £8k deficit during the month of March.

The Council faced a significant challenge in 2020-21 with an estimated reduction in income of £150k during the first three months of the financial year. Action was taken to reduce costs in order to achieve a breakeven point at the end of the first quarter. At the time of signing these accounts further income losses of a lesser scale, £66k have been estimated for quarter two and cost mitigations are in place and again a breakeven position is anticipated.

The two risks currently identified are firstly the level of long term impact that the restrictions will have on the income of the Council. This could impact the rental income, both for offices and one off rooms; the TIC sales income; the café income; and Lemon Quay hirings. At this point in time it is not possible with any degree of accuracy to predict what this impact will be. Secondly the potential of a second lockdown should this be required by the government. Once again whilst this will be significant it is not possible to make a valid estimate, which depends on its length and even the time of year.

9. Recommendations

- 1 The Committee approve the Financial Accounts for the year 2019-20, noting the overspend of £9,038
- 2 To approve the transfers to earmarked funds. We are required to review the recommended contributions to the earmarked funds which the Council approved at the estimates meeting in January as well as any additional ones.

Therefore, it is proposed the following contributions to the funds are made: -

As agreed at revised estimate time:-

Fund	Amount
Finance Committee Revenue Fund	£33,400
Finance Committee Buildings Fund	£41,400
Parks Committee Fund	£143,100

In addition, in recent years, the Council set up an Allotment Development Fund which is designed to meet costs in connection with the creation of new allotments, both the loan costs of the acquisition of land and the costs of developing the land for allotment use. It is recommended the sum of £6,524 is placed in this account, which was the sum approved as expenditure at revised estimates. Further the Council has set up a Nursery Development Fund, and as agreed at the estimates meeting a sum of £16,394 is recommended to be placed in this fund.

- 3 It is recommended that the over spend for the year, in the sum of £9,038 is transferred from the Revenue Reserve.
- 4 It is recommended that the sum of £13,000 is transferred from the Municipal Buildings section of the Finance Committee Buildings Reserve into the Revenue Reserve.
- 5 Annual Return
 - a) To approve section 2 of the Annual return relating to the Accounting Statements
 - b) To authorise the Mayor to sign the Annual return for submission to the statutory auditor.

Roger Gazzard
Town Clerk

TRURO CITY COUNCIL

06-Jul-20

Appendix A

Financial Accounts 2019-2020

Overall Summary of Net Revenue Expenditure

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Contribution from Balance	0	9038	0	9038	0
18	1696098	1807377	1807377	0	1920402
LESS					
19 Council Tax Support Grant	88170	64443	64443	0	58068
20 Precept	1607928	1742934	1742934	0	1862334

Administration & Democratic

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Salary & Wage Costs	268362	286043	279514	6529	247236
6001	Travelling Expenses	142	9	1818	-1809	311
6000	Training/Conferences	1662	908	300	608	1324
6003	Payroll & Personnel costs	13032	18859	17475	1384	18257
Premises						
6100	Repair & Maintenance	1354	2438	2000	438	1000
6102	Municipal Building Rates	4681	0	0	0	6833
6103	Cleaning	334	24	0	24	100
6104	Furniture & Equipment	1812	1103	1046	57	353
Supplies & Services						
6300	Gas & Electricity	75	74	0	74	2166
6301	Water	585	251	300	-49	800
6306	Health & Safety	5100	2358	3560	-1202	3631
6307	Insurance	23248	22067	24628	-2561	4047
6701	Audit Fees	4850	5050	5783	-733	5899
6703	Legal Fees	12709	-3002	1195	-4197	1219
6709	Advertising	756	864	1576	-712	1608
6710	Planning Advice	-18	1826	2101	-275	2143
	Loan costs (Municipal Bldgs)	0	0	0	0	5050
Office Costs						
6400	Stationery	2992	2537	1615	922	1647
6401	Printing	3604	3088	2644	444	2697
6403	Postages	2625	2554	1938	616	1977
6405	Telephones	2283	1935	1931	4	3010
6406	Publications	601	13	124	-111	126
6407	Computer Costs	13285	12817	11377	1440	11605
6408	Planning Committee Recharge	45113	46015	46015	0	39082
6409	Bank Charges	3514	3176	3000	176	3051
Democratic						
6600	Mayoral Allowance	7385	7484	7496	-12	7721
6601	Town Crier & Macebearers	810	815	817	-2	842
6602	Members Expenses	252	384	614	-230	632
6603	Civic Functions	2950	3647	3239	408	3336
6702	Subscriptions	4225	5208	4830	378	4830
6799	Miscellaneous	267	117	200	-83	200
		428590	428662	427136	1526	382731
Income						
4203	Use of Rooms	2756	22159	20000	2159	20000
4401	Interest	2715	3152	3000	152	3000
4910	Recharges to Operations	112112	108005	108005	0	64898
4900	Miscellaneous	21959	0	493	-493	494
	Gross Income	139542	133316	131498	1818	88392
	Net Expenditure	289048	295346	295638	-292	294339

Tourist Information Centre

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
	Employees					
5000	Salary Costs	99762	104467	100458	4009	116457
6000	Training	641	600	1064	-464	1085
6002	Clothing	0	0	396	-396	404
	Premises Costs					
6100	Repairs & Maintenance	1515	1807	4000	-2193	2000
6101	Rent	9557	25158	25250	-92	33750
6102	Rates	16907	16427	16427	0	16674
6103	Cleaning	1902	2781	1500	1281	1500
6104	Furniture & Equipment	23899	378	500	-122	500
6300/6301	Power & Water	1805	2226	1775	451	1781
	Office Costs					
6307	Insurance	0	1900	1900	0	1958
6401	Printing	741	1714	750	964	762
6404	Telephone	4335	2595	2487	108	2517
6407	Computer Costs	452	3415	2805	610	3711
6400	Stationary	1587	1856	1700	156	1713
6403	Postage	286	37	561	-524	582
6409	Card Charges	1476	2689	2210	479	2220
	Purchase of Sale Items					
6802/6501	Tickets	3772	4725	16512	-11787	16512
6502	General Sale Goods	42656	59415	66801	-7386	69801
	Miscellaneous					
6801	Truro Guide Costs	45753	42463	42000	463	29240
6722	Events	48841	89691	55000	34691	55000
6799	Miscellaneous	898	1365	1129	236	1152
6408	Administration recharge	5000	5000	5000	0	5050
	Gross Expenditure	311785	370709	350225	20484	364368
	Income					
4003	Sales	70920	99459	109665	-10206	114665
4001	Tickets	9345	18243	17353	890	17353
4202	Events	67726	101900	75000	26900	75000
4201	Rents	4800	9600	9600	0	9600
4100/4107	Registration/ Misc Fees	4000	5482	4441	1041	4441
4007	Contract Work	7500	7500	7500	0	11500
4105	Truro Guide Income	21934	12881	15028	-2147	17000
4910	Parks recharge - tennis	1000	2000	2000	0	2000
	Gross Income	187225	257065	240587	16478	251559
	Net Expenditure	124560	113644	109638	4006	112809

Community Work

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
	Employees					
5000	Salary & Wage Costs	36289	38449	38789	-340	39488
6001	Travelling	179	37	40	-3	61
6000	Training/Conferences	150	0	0	0	104
	Office Costs					
6404	Telephones	0	0	0	0	8
6408	Administration Recharge	5252	5305	5305	0	5358
6410	Culture Strategy	0	5000	5000	0	5100
6304	Grant Advice	-1309	2257	2122	135	2164
6307	Insurance	0	0	0	0	651
6407	Computer Costs	289	360	330	30	334
	Grants & Donation					
	Moresk Day Centre	0	0	0	0	11550
6305	Xmas Tree	1300	300	390	-90	408
6703	Public Space CCTV	24125	34230	36327	-2097	35054
6714	Twinning Associations	232	1060	1100	-40	897
6712	CAB	1270	2500	2497	3	5130
6716	Street Pastors	5000	6000	5000	1000	5106
6717/6718	Music Festival	2080	2100	2177	-77	2221
6713	Public Transport Costs	5200	5200	5200	0	5304
6722	Community Navigator	5000	10000	10000	0	5000
6719	Young People Cornwall	25000	25000	25000	0	25531
6720	Community Events	10403	0	0	0	0
6721	Community Grants	8530	8701	8701	0	8875
6799	Miscellaneous	1150	924	800	124	810
		130140	147423	148778	-1355	159153
	Gross Expenditure					
	Income					
4002	Contribution from(-to) Fund	14000	19000	19000	0	14000
4200/4201	Rents from Buildings	897	4034	5750	-1716	4000
	Gross Income	14897	23034	24750	-1716	18000
	Net Expenditure	115243	124389	124028	361	141153

Truro Library

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Wages Costs	0	90560	94550	-3990	186720
Premises						
6002	Protective Clothing	0	239	0	239	100
6100	Repair & Maintenance	0	4992	18000	-13008	12000
6102	Rates	0	11222	11300	-78	24024
6103	Cleaning Materials		2760		2760	0
6300	Gas and Electric and water		19895	13000	6895	20000
6303	Equipment and Materials		978		978	500
6307	Insurance	0	3213	4500	-1287	9077
6104	Waste Collection	0	1040	1500	-460	3000
6404	Telephones		51	0	51	
6407	Computer costs		0	0	0	
6408	Administraton Recharge	0	2500	2500	0	5000
	Gross Expenditure	0	137450	145350	-7900	260421
Income						
4201	Rental	0	24374	24350	24	53700
4200	Room Lettings	0	10476	8000	2476	16000
4202	Fees and Charges		6865	8000	-1135	16000
4203	Grant		20000	20000	0	0
	Gross Income	0	61715	60350	1365	85700
	Net Expenditure	0	75735	85000	-9265	174721

Lemon Quay

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Wages Costs	12547	34691	27206	7485	52892
Premises						
6100	Repair & Maintenance	1895	772	1000	-228	1020
6103	Cleaning and Waste management	0	0	0	0	6000
6300	Gas and Electric	286	722	1000	-278	1020
6301	Water	0	89	1000	-911	1020
6307	Insurance		0			507
6407	Computer Costs	130	2750	0	2750	0
6704	Event Costs	10574	6536	7000	-464	7140
6720	Community Events	0	9611	9611	0	9611
6799	Miscellaneous	2973	0	0	0	200
6408	Administraton Recharge	8000	4000	4000	0	4040
	Gross Expenditure	36405	59171	50817	8354	83450
Income						
4201	Rental from Leases	8300	23822	20000	3822	20000
4200	Event rentals	37925	36644	43000	-6356	51000
	Contribution to salary	0	0	0		10000
	Gross Income	46225	60466	63000	-2534	81000
	Net Expenditure	-9820	-1295	-12183	10888	2450

Allotments

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Wages Costs	2978	3278	3168	110	3446
Premises						
6100	Repair & Maintenance	2584	1170	924	246	942
6301	Water	1438	2126	349	1777	356
6110	Allotment Development	6396	6524	6524	0	6654
Gross Expenditure		13396	13098	10965	2133	11398
Income						
4201	Allotments	3072	3099	3152	-53	3152
Gross Income		3072	3099	3152	-53	3152
Net Expenditure		10324	9999	7813	2186	8246

Kenwyn Churchyard

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Wages Costs	11910	13112	12673	439	13804
Premises						
6100	Repair & maintenance	2200	2541	2541	0	2591
Transport						
6200	Petrol & Oil	1250	1291	1291	0	1317
Supplies & Services						
6303	Equipment & materials	1400	1418	1418	0	1446
Gross Expenditure		16760	18362	17923	439	19158
Income						
4007	Contract Work	0	550	550	0	996
4104	Burial fees	100	0	0	0	1000
Gross Income		100	550	550	0	1996
Net Expenditure		16660	17812	17373	439	17162

Public Cemetery

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Wages Costs	47244	52732	51960	772	56606
Premises						
6100	Repair & maintenance	2595	1888	1848	40	1885
6102	Rates	4764	5361	5360	1	5467
Transport						
6200	Petrol & Oil	2532	2582	2582	0	2634
6201	Repair & Maintenance	1600	1635	1635	0	1668
6202	Hired Plant	400	410	410	0	410
Supplies & Services						
6300	Gas & Electricity	80	152	80	72	80
6301	Water	0	245	200	45	200
6303	Equipment & Materials	1700	1666	1666	0	1700
Establishment Expenses						
6404	Telephones	381	348	400	-52	400
Gross Expenditure		61296	67019	66141	878	71050
Income						
4104	Burial fees	19434	19892	20188	-296	22188
Gross Income		19434	19892	20188	-296	22188
Net Expenditure		41862	47127	45953	1174	48862

Public Cemetery

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Employees						
5000	Wages Costs	47244	52732	51960	772	56606
Premises						
6100	Repair & maintenance	2595	1888	1848	40	1885
6102	Rates	4764	5361	5360	1	5467
Transport						
6200	Petrol & Oil	2532	2582	2582	0	2634
6201	Repair & Maintenance	1600	1635	1635	0	1668
6202	Hired Plant	400	410	410	0	410
Supplies & Services						
6300	Gas & Electricity	80	152	80	72	80
6301	Water	0	245	200	45	200
6303	Equipment & Materials	1700	1666	1666	0	1700
Establishment Expenses						
6404	Telephones	381	348	400	-52	400
Gross Expenditure		61296	67019	66141	878	71050
Income						
4104	Burial fees	19434	19892	20188	-296	22188
Gross Income		19434	19892	20188	-296	22188
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Parks & Open Spaces

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
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Employees						
5000	Wages Costs	543301	576624	565,858	10,766	635,135
6001	Travelling Expenses	2	53	2,071	-2,018	1,572
6000	Training	10475	8571	11,177	-2,606	7,321
6002	Protective Clothing	4749	5062	6,850	-1,788	6,987
6007	Contract Work	4046	2405	0	2,405	0
Premises						
6100	Repair & Maintenance	37524	40182	40,880	-698	41,698
6101	Rent	1252	1252	2,226	-974	2,271
6102	Rates	576	589	590	-1	588
6105	Play Equipment Repairs	2655	3151	2,928	223	2,987
6106	Seats, Gates ,Fencing	1723	1115	2,108	-993	2,150
6109	Idless Nursery	16073	16394	16,394	0	16,394
Transport						
6200	Petrol & Oil	7353	7537	10,473	-2,936	10,682
6201	Repair & Maintenance	15325	18225	18,806	-581	19,182
6202	Hired Plant & Equipment	1891	1481	2,587	-1,106	2,647
6203	Licences	1678	1898	1,800	98	1,836
Supplies & Services						
6300	Gas & Electricity	7401	11828	8,041	3,787	8,203
6301	Water	4213	2104	5,300	-3,196	5,410
6302	Plants & Seeds	14708	16761	14,682	2,079	14,976
6303	Equipment & Materials	32977	31739	32,369	-630	33,016
6306	Health & Safety	7859	6192	6,818	-626	6,954
Establishment Expenses						
6404	Telephones	1087	606	1,343	-737	1,378
6407	Computer Costs	0	539	250	289	500
6408	Administration Recharge	38495	40880	40,880	0	2,778
6409	Commision Charges - Tennis		375		375	
	Insurance				0	12,392
Miscellaneous						
6708	Loan Repayment - Tennis	0	15720	26,000	-10,280	26,000
6705	Summer Activities	10869	12676	10,321	2,355	10,527
6706	Gardens Competition	921	1023	1,236	-213	1,261
6707	Britain in Bloom	8187	5245	5,499	-254	5,609
6709	Advertising	4283	1404	4,078	-2,674	4,160
6712	Gritting	0	0	1,000	-1,000	1,041
6799	Miscellaneous	138	97	98	-1	100
Gross Expenditure		779761	831728	842,663	-10,935	885,755

Parks & Open Spaces

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
	Income					
4005/4006	Floral Displays	23986	26602	26,649	-47	26,649
4007	Contract Work	29668	23593	23,786	-193	23,340
4008	County Council Agency	7577	7577	7,500	77	7,500
4101	Use of Pitches	5423	4399	5,275	-876	5,275
4102	Tennis	2783	14849	15,661	-812	20,549
4103	Trading Rights	9062	9353	12,860	-3,507	12,860
4200	Site Rentals	5886	5210	3,596	1,614	3,596
4209	Sponsorship	0	822	860	-38	7,000
4401	Investment Interest	0	2000	2,000	0	18,000
4900	Miscellaneous	468	432	363	69	363
	Gross Income	84853	94837	98,550	-3,713	125,132
	Net Expenditure	694908	736891	744,113	-7,222	760,623

Public Conveniences

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Salary & Wage Costs	68047	75032	69719	5313	81870
6000	Training/Conferences	0	229	224	5	228
6002	Clothing	185	337	530	-193	541
Premises						
6100	Repair & Maintenance	9330	7477	7806	-329	7962
6102	Rates	12948	13245	13245	0	0
6103	Cleaning	16228	15083	18172	-3089	18253
Supplies & Services						
6300	Gas & Electricity	1655	2182	2446	-264	2495
6301	Water	17563	17359	18192	-833	18636
6306	Health & Safety	1480	144	1511	-1367	1541
6307	Insurance	551	562	562	0	573
Office Costs						
6405	Telephones	165	135	224	-89	228
6408	Administration Recharge	5252	5305	5305	0	5358
Vehicle Costs						
6200	Fuel	625	638	638	0	651
6201	Repair & Maintenance	909	1811	596	1215	608
6203	Licences	253	263	296	-33	302
Miscellaneous						
6708	Loan Charges	6060	6059	6060	-1	6060
6799	Miscellaneous	0	65	99	-34	101
Gross Expenditure		141251	145926	145625	301	145408
Income						
4007	Contract Work	1800	1800	1800	0	1839
Gross Income		1800	1800	1800	0	1839
Net Expenditure		139451	144126	143825	301	143569

Public Conveniences

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
Employees						
5000	Salary & Wage Costs	68047	75032	69719	5313	81870

6000	Training/Conferences	0	229	224	5	228
6002	Clothing	185	337	530	-193	541
Premises						
6100	Repair & Maintenance	9330	7477	7806	-329	7962
6102	Rates	12948	13245	13245	0	0
6103	Cleaning	16228	15083	18172	-3089	18253
Supplies & Services						
6300	Gas & Electricity	1655	2182	2446	-264	2495
6301	Water	17563	17359	18192	-833	18636
6306	Health & Safety	1480	144	1511	-1367	1541
6307	Insurance	551	562	562	0	573
Office Costs						
6405	Telephones	165	135	224	-89	228
6408	Administration Recharge	5252	5305	5305	0	5358
Vehicle Costs						
6200	Fuel	625	638	638	0	651
6201	Repair & Maintenance	909	1811	596	1215	608
6203	Licences	253	263	296	-33	302
Miscellaneous						
6708	Loan Charges	6060	6059	6060	-1	6060
6799	Miscellaneous	0	65	99	-34	101
Gross Expenditure		141251	145926	145625	301	145408
Income						
4007	Contract Work	1800	1800	1800	0	1839
Gross Income		1800	1800	1800	0	1839
Net Expenditure		139451	144126	143825	301	143569

Café in the Park

Vote No	Description	2018-19 Actuals	2019-20 Actuals	2019-20 Revised Estimate	Variation from Budget	2020-21 Estimate
		£	£	£	£	£
5000	Wages	68430	54158	62401	-8243	64568
6004	Purchase of Sale Items	32995	28771	30232	-1461	28757
6002	Protective Clothing	0	354	0	354	0
6100	Repair & maintenance	1054	236	2000	-1764	2644
6102	Local Authority Rates	2496	2553	2550	3	2594
6103	Cleaning materials		579		579	
6300	Electricity	606	800	800	0	1122
6301	Water	0	696	696	0	710
6303	Equipment and materials		869		869	
6404	Telephones		702		702	
6408	Admin recharge	5000	1000	1000	0	1100
6409	Card Machine Charges		339		339	
6307	Insurance				0	1073
	Gross Expenditure	110581	91057	99679	-8622	102568
	Income	85538	81285	94400	-13115	103400
	Net Expenditure	25043	9772	5279	4493	-832

Appendix B Statement of Funds

PARKS CAPITAL FUND

Parks Plant Renewals Fund	£
Balance as at 1st April 2019	2,765.59
add	
Contribution from Precept 2019-20	32,000.00
Income from sales	741.83
less	
Expenditure	<u>8,259.95</u>
Balance as at 31st March 2020	<u><u>27,247.47</u></u>

Parks Capital Maintenance Fund	£
Balance as at 1st April 2019	172,370.18
add	
Contribution from Precept 2019-20	54,500.00
Income	0.00
less	
Expenditure	<u>93,409.03</u>
Balance as at 31st March 2020	<u><u>133,461.15</u></u>

Parks Play Equipment Fund	£
Balance as at 1st April 2019	41,277.68
add	
Contribution from Precept 2019-20	19,200.00
Income from External Sources	210.60
less	
Expenditure	<u>59,981.33</u>
Balance as at 31st March 2020	<u><u>706.95</u></u>

Allotment Development Fund	£
Balance as at 1st April 2019	57,291.00
add	
Contribution from Precept 2019-20	6,524.00
Income from External Sources	0.00
Balance from reserve	0.00
less	
Expenditure	<u>0.00</u>
Balance as at 31st March 2020	<u><u>63,815.00</u></u>

Victoria & Cemetery Lodge Fund	£
Balance as at 1st April 2019	14,758.74
add	
Contribution from Precept 2019-20	0.00
Income from External Sources	6,128.82
less	
Expenditure	<u>679.63</u>
Balance as at 31st March 2020	<u><u>20,207.93</u></u>

Nursery Development	£
Balance as at 1st April 2019	28,861.72
add	
Contribution from Precept 2019-20	16,394.00
Less	
Expenditure	<u>182,608.90</u>
Balance as at 31st March 2020	<u><u>-137,353.18</u></u>

Resurfacing	£
Balance as at 1st April 2019	38,614.91
add	
Contribution from Precept 2019-20	17,800.00
Income	0.00
Less	
Expenditure	<u>2,590.00</u>
Balance as at 31st March 2020	<u><u>53,824.91</u></u>

Tennis Development Fund	
Balance as at 1st April 2019	-62,866.46
add	
Contribution from Precept 2019-20	0.00
Income	253,412.15
Less	
Expenditure	<u>14,008.00</u>
Balance as at 31st March 2020	<u><u>176,537.69</u></u>

Tennis Court Refurbishment	
Balance as at 1st April 2019	9,600.00
add	
Contribution from Precept 2019-20	9,600.00
Income	
Less	
Expenditure	<u></u>
Balance as at 31st March 2020	<u><u>19,200.00</u></u>

Public Convenience Refurbishment

Balance as at 1st April 2019	0.00
add	
Contribution from Precept 2019-20	10,000.00
Income	
Less	
Expenditure	<u>3,760.00</u>
Balance as at 31st March 2020	<u><u>6,240.00</u></u>

PARKS CAPITAL FUND BALANCE AT**31ST MARCH 2020 363,887.92****FINANCE COMMITTEE BUILDINGS FUND**

	£
Balance as at 1st April 2019	339,231.06
add	
Contribution from Precept 2019-20	41,400.00
Transfer from Revenue Reserve	0.00
Income	20,952.49
less	
Expenditure	41,162.59
Balance as at 31st March 2020	<u><u>360,420.96</u></u>

FINANCE COMMITTEE REVENUE FUNDS

	£
Balance as at 1st April 2019	107,641.21
add	
Contribution from Precept 2019-20	36,896.63
Income from external Sources	5,599.00
less	
Expenditure	8,298.63
Balance as at 31st March 2020	<u><u>141,838.21</u></u>

Community Development Fund

	£
Balance as at 1st April 2019	33,627.03
add	
Contribution from Precept 2019-20	0.00
Income from external Sources	0.00
less	
Contribution to precept 2019-20	0.00
Expenditure	<u>19,000.00</u>
Balance as at 31st March 2020	<u><u>14,627.03</u></u>

HENDRA DEVELOPMENT	£
Balance as at 1st April 2019	846.80
add	
Contribution from Precept 2019-20	0.00
Car park Fees etc	4,416.58
Interest	0.00
Transfer	0.00
less	
Expenditure	4,844.07
Balance as at 31st March 2020	<u>419.31</u>

	Funds
	£
Total Balances as at 1st April 2019	784,019.46
add	
Contribution from Precept	244,314.63
Income from External Sources	291,461.47
Transfer In / Out	0.00
less	
Expenditure	438,602.13
Total Balances at 31st March 2020	<u>881,193.43</u>