

Month No : 1

Committee Report

|   | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % of<br>Budget |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <b>Finance &amp; General Purposes</b>     |                        |                       |                          |                          |                    |                |
| <b>101 Administration</b>                 |                        |                       |                          |                          |                    |                |
| 4000 Employee Salaries                    | 12,570                 | 151,668               | 139,098                  |                          | 139,098            | 8.3 %          |
| 4001 Employer National Insurance          | 874                    | 18,200                | 17,326                   |                          | 17,326             | 4.8 %          |
| 4002 Employer Pension Contributions       | 2,916                  | 33,421                | 30,505                   |                          | 30,505             | 8.7 %          |
| 4030 Training                             | 567                    | 7,000                 | 6,433                    |                          | 6,433              | 8.1 %          |
| 4040 Travel & Expenses                    | 0                      | 500                   | 500                      |                          | 500                | 0.0 %          |
| 4260 Equipment Purchases                  | 0                      | 1,250                 | 1,250                    |                          | 1,250              | 0.0 %          |
| 4270 Printer/Photocopier                  | 518                    | 3,500                 | 2,982                    |                          | 2,982              | 14.8 %         |
| 4400 Stationery                           | 313                    | 1,900                 | 1,587                    |                          | 1,587              | 16.5 %         |
| 4425 Postage                              | 213                    | 2,600                 | 2,387                    |                          | 2,387              | 8.2 %          |
| 4441 Telephone & Internet                 | 273                    | 5,000                 | 4,727                    |                          | 4,727              | 5.5 %          |
| 4446 Mobile Phones                        | 36                     | 450                   | 414                      |                          | 414                | 7.9 %          |
| 4460 Subscriptions                        | 2,477                  | 3,335                 | 858                      |                          | 858                | 74.3 %         |
| 4461 External Audit                       | 0                      | 1,300                 | 1,300                    |                          | 1,300              | 0.0 %          |
| 4462 Internal Audit                       | 0                      | 580                   | 580                      |                          | 580                | 0.0 %          |
| 4464 Insurance                            | 7,832                  | 8,000                 | 168                      |                          | 168                | 97.9 %         |
| 4466 Catering Sundries                    | 0                      | 500                   | 500                      |                          | 500                | 0.0 %          |
| 4468 Miscellaneous                        | 0                      | 250                   | 250                      |                          | 250                | 0.0 %          |
| 4470 Publications                         | 45                     | 200                   | 155                      |                          | 155                | 22.5 %         |
| 4471 Advertising & Promotion              | 120                    | 2,000                 | 1,880                    |                          | 1,880              | 6.0 %          |
| 4481 IT Maintenance & Software            | 58                     | 7,000                 | 6,942                    |                          | 6,942              | 0.8 %          |
| 4490 Professional Fees                    | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
| 4500 Election Expenses                    | 0                      | 10,000                | 10,000                   |                          | 10,000             | 0.0 %          |
| 4550 Bank Charges                         | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0 %          |
| Administration :- Expenditure             | <b>28,812</b>          | <b>261,654</b>        | <b>232,842</b>           | <b>0</b>                 | <b>232,842</b>     | <b>11.0 %</b>  |
| 1800 Agency Income                        | 0                      | 1,500                 | -1,500                   |                          |                    | 0.0 %          |
| 1805 Bank Interest Received               | 166                    | 4,000                 | -3,834                   |                          |                    | 4.2 %          |
| 1900 Precept                              | 261,181                | 522,361               | -261,180                 |                          |                    | 50.0 %         |
| 1901 Transition Grant                     | 17,080                 | 34,160                | -17,080                  |                          |                    | 50.0 %         |
| Administration :- Income                  | <b>278,427</b>         | <b>562,021</b>        | <b>-283,594</b>          |                          |                    | <b>49.5 %</b>  |
| <b>Net Expenditure over Income</b>        | <b>-249,615</b>        | <b>-300,367</b>       | <b>-50,752</b>           |                          |                    |                |
| Finance & General Purposes :- Expenditure | <b>28,812</b>          | <b>261,654</b>        | <b>232,842</b>           | <b>0</b>                 | <b>232,842</b>     | <b>11.0 %</b>  |
| Income                                    | <b>278,427</b>         | <b>562,021</b>        | <b>-283,594</b>          |                          |                    | <b>49.5 %</b>  |
| <b>Net Expenditure over Income</b>        | <b>-249,615</b>        | <b>-300,367</b>       | <b>-50,752</b>           |                          |                    |                |

**Assets & Services**

Month No : 1

Committee Report

|            |                                    | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % of<br>Budget |
|------------|------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <b>201</b> | <b>Town Hall</b>                   |                        |                       |                          |                          |                    |                |
| 4000       | Employee Salaries                  | 823                    | 13,638                | 12,815                   |                          | 12,815             | 6.0 %          |
| 4001       | Employer National Insurance        | 1                      | 1,731                 | 1,730                    |                          | 1,730              | 0.1 %          |
| 4030       | Training                           | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
| 4040       | Travel & Expenses                  | 0                      | 50                    | 50                       |                          | 50                 | 0.0 %          |
| 4110       | Rates                              | 696                    | 7,035                 | 6,339                    |                          | 6,339              | 9.9 %          |
| 4115       | Water and Sewerage                 | 0                      | 600                   | 600                      |                          | 600                | 0.0 %          |
| 4120       | Gas                                | 285                    | 3,000                 | 2,715                    |                          | 2,715              | 9.5 %          |
| 4122       | Electricity                        | 166                    | 2,300                 | 2,134                    |                          | 2,134              | 7.2 %          |
| 4150       | Cleaning                           | 358                    | 4,500                 | 4,142                    |                          | 4,142              | 8.0 %          |
| 4155       | Cleaning Materials                 | 0                      | 50                    | 50                       |                          | 50                 | 0.0 %          |
| 4170       | Repairs and Maintenance            | 390                    | 10,000                | 9,610                    |                          | 9,610              | 3.9 %          |
| 4180       | Licences                           | 600                    | 900                   | 300                      |                          | 300                | 66.7 %         |
| 4260       | Equipment Purchases                | 0                      | 550                   | 550                      |                          | 550                | 0.0 %          |
| 4553       | Loan Repayments                    | 0                      | 34,732                | 34,732                   |                          | 34,732             | 0.0 %          |
|            | Town Hall :- Expenditure           | <b>3,320</b>           | <b>81,086</b>         | <b>77,766</b>            | <b>0</b>                 | <b>77,766</b>      | <b>4.1 %</b>   |
| 1000       | Hirings                            | 0                      | 1,500                 | -1,500                   |                          |                    | 0.0 %          |
| 1001       | Weddings                           | 2,344                  | 4,400                 | -2,056                   |                          |                    | 53.3 %         |
| 1030       | Leases, Rents & Licences           | 0                      | 7,546                 | -7,546                   |                          |                    | 0.0 %          |
|            | Town Hall :- Income                | <b>2,344</b>           | <b>13,446</b>         | <b>-11,102</b>           |                          |                    | <b>17.4 %</b>  |
|            | <b>Net Expenditure over Income</b> | <b>977</b>             | <b>67,640</b>         | <b>66,663</b>            |                          |                    |                |
| <b>202</b> | <b>Walton</b>                      |                        |                       |                          |                          |                    |                |
| 4000       | Employee Salaries                  | 199                    | 2,960                 | 2,761                    |                          | 2,761              | 6.7 %          |
| 4002       | Employer Pension Contributions     | 30                     | 483                   | 453                      |                          | 453                | 6.1 %          |
| 4110       | Rates                              | 93                     | 930                   | 837                      |                          | 837                | 10.0 %         |
| 4115       | Water and Sewerage                 | 87                     | 500                   | 413                      |                          | 413                | 17.4 %         |
| 4122       | Electricity                        | 310                    | 1,500                 | 1,190                    |                          | 1,190              | 20.7 %         |
| 4155       | Cleaning Materials                 | 0                      | 50                    | 50                       |                          | 50                 | 0.0 %          |
| 4170       | Repairs and Maintenance            | 16                     | 4,500                 | 4,484                    |                          | 4,484              | 0.4 %          |
| 4260       | Equipment Purchases                | 0                      | 100                   | 100                      |                          | 100                | 0.0 %          |
|            | Walton :- Expenditure              | <b>735</b>             | <b>11,023</b>         | <b>10,288</b>            | <b>0</b>                 | <b>10,288</b>      | <b>6.7 %</b>   |
| 1000       | Hirings                            | -757                   | 7,500                 | -8,257                   |                          |                    | -10.1 %        |
|            | Walton :- Income                   | <b>-757</b>            | <b>7,500</b>          | <b>-8,257</b>            |                          |                    | <b>-10.1 %</b> |
|            | <b>Net Expenditure over Income</b> | <b>1,492</b>           | <b>3,523</b>          | <b>2,031</b>             |                          |                    |                |

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|                                     | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % of<br>Budget |
|-------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <b>203 Broadway House</b>           |                        |                       |                          |                          |                    |                |
| 4000 Employee Salaries              | 629                    | 8,700                 | 8,071                    |                          | 8,071              | 7.2 %          |
| 4001 Employer National Insurance    | -9                     | 1,305                 | 1,314                    |                          | 1,314              | -0.7 %         |
| 4002 Employer Pension Contributions | 126                    | 1,284                 | 1,158                    |                          | 1,158              | 9.8 %          |
| 4030 Training                       | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
| 4040 Travel & Expenses              | 0                      | 250                   | 250                      |                          | 250                | 0.0 %          |
| Broadway House :- Expenditure       | <b>747</b>             | <b>13,539</b>         | <b>12,792</b>            | <b>0</b>                 | <b>12,792</b>      | <b>5.5 %</b>   |
| 1030 Leases, Rents & Licences       | 0                      | 1,360                 | -1,360                   |                          |                    | 0.0 %          |
| Broadway House :- Income            | <b>0</b>               | <b>1,360</b>          | <b>-1,360</b>            |                          |                    | <b>0.0 %</b>   |
| <b>Net Expenditure over Income</b>  | <b>747</b>             | <b>12,179</b>         | <b>11,432</b>            |                          |                    |                |
| <b>204 Cemetery</b>                 |                        |                       |                          |                          |                    |                |
| 4000 Employee Salaries              | 6,535                  | 80,211                | 73,676                   |                          | 73,676             | 8.1 %          |
| 4001 Employer National Insurance    | 490                    | 9,625                 | 9,135                    |                          | 9,135              | 5.1 %          |
| 4002 Employer Pension Contributions | 855                    | 9,965                 | 9,110                    |                          | 9,110              | 8.6 %          |
| 4030 Training                       | 197                    | 4,000                 | 3,803                    |                          | 3,803              | 4.9 %          |
| 4040 Travel & Expenses              | 0                      | 100                   | 100                      |                          | 100                | 0.0 %          |
| 4110 Rates                          | 258                    | 2,600                 | 2,342                    |                          | 2,342              | 9.9 %          |
| 4115 Water and Sewerage             | -60                    | 400                   | 460                      |                          | 460                | -15.0 %        |
| 4122 Electricity                    | 0                      | 1,050                 | 1,050                    |                          | 1,050              | 0.0 %          |
| 4155 Cleaning Materials             | 0                      | 100                   | 100                      |                          | 100                | 0.0 %          |
| 4170 Repairs and Maintenance        | 213                    | 4,000                 | 3,787                    |                          | 3,787              | 5.3 %          |
| 4260 Equipment Purchases            | 292                    | 4,600                 | 4,308                    |                          | 4,308              | 6.3 %          |
| 4300 Vehicle Running Costs          | 278                    | 2,125                 | 1,847                    |                          | 1,847              | 13.1 %         |
| 4320 Vehicles/Tool Hire             | 289                    | 5,600                 | 5,311                    |                          | 5,311              | 5.2 %          |
| 4330 Fuel                           | 0                      | 2,800                 | 2,800                    |                          | 2,800              | 0.0 %          |
| 4446 Mobile Phones                  | 71                     | 900                   | 829                      |                          | 829                | 7.9 %          |
| 4466 Catering Sundries              | 0                      | 50                    | 50                       |                          | 50                 | 0.0 %          |
| Cemetery :- Expenditure             | <b>9,418</b>           | <b>128,126</b>        | <b>118,708</b>           | <b>0</b>                 | <b>118,708</b>     | <b>7.4 %</b>   |
| 1032 Mobile Phone Mast              | 0                      | 5,315                 | -5,315                   |                          |                    | 0.0 %          |
| 1100 Interment Fees                 | 0                      | 44,000                | -44,000                  |                          |                    | 0.0 %          |
| 1120 Purchase of Graves             | 2,250                  | 13,200                | -10,950                  |                          |                    | 17.0 %         |
| 1130 Memorials                      | 45                     | 9,900                 | -9,855                   |                          |                    | 0.5 %          |
| 1140 Upkeep of Grave Spaces         | 0                      | 800                   | -800                     |                          |                    | 0.0 %          |
| 1141 Bench Maintenance              | 1,608                  | 0                     | 1,608                    |                          |                    | 0.0 %          |
| 1160 Admin Fees                     | -15                    | 350                   | -365                     |                          |                    | -4.3 %         |
| Cemetery :- Income                  | <b>3,888</b>           | <b>73,565</b>         | <b>-69,677</b>           |                          |                    | <b>5.3 %</b>   |
| <b>Net Expenditure over Income</b>  | <b>5,530</b>           | <b>54,561</b>         | <b>49,031</b>            |                          |                    |                |

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|                              |  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % of<br>Budget |
|------------------------------|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <b>205</b>                   | <b>Allotments</b>                      |                        |                       |                          |                          |                    |                |
| 4000                         | Employee Salaries                      | 1,175                  | 14,156                | 12,981                   |                          | 12,981             | 8.3 %          |
| 4001                         | Employer National Insurance            | 86                     | 1,700                 | 1,614                    |                          | 1,614              | 5.1 %          |
| 4002                         | Employer Pension Contributions         | 151                    | 1,758                 | 1,607                    |                          | 1,607              | 8.6 %          |
| 4115                         | Water and Sewerage                     | 69                     | 2,300                 | 2,231                    |                          | 2,231              | 3.0 %          |
| 4170                         | Repairs and Maintenance                | 0                      | 5,000                 | 5,000                    |                          | 5,000              | 0.0 %          |
| 4320                         | Vehicles/Tool Hire                     | 0                      | 2,300                 | 2,300                    |                          | 2,300              | 0.0 %          |
|                              | Allotments :- Expenditure              | <b>1,481</b>           | <b>27,214</b>         | <b>25,733</b>            | <b>0</b>                 | <b>25,733</b>      | <b>5.4 %</b>   |
| 1080                         | Allotment Rents                        | 45                     | 13,500                | -13,455                  |                          |                    | 0.3 %          |
|                              | Allotments :- Income                   | <b>45</b>              | <b>13,500</b>         | <b>-13,455</b>           |                          |                    | <b>0.3 %</b>   |
|                              | <b>Net Expenditure over Income</b>     | <b>1,436</b>           | <b>13,714</b>         | <b>12,278</b>            |                          |                    |                |
|                              | Assets & Services :- Expenditure       | <b>15,702</b>          | <b>260,988</b>        | <b>245,286</b>           | <b>0</b>                 | <b>245,286</b>     | <b>6.0 %</b>   |
|                              | Income                                 | <b>5,521</b>           | <b>109,371</b>        | <b>-103,850</b>          |                          |                    | <b>5.0 %</b>   |
|                              | <b>Net Expenditure over Income</b>     | <b>10,181</b>          | <b>151,617</b>        | <b>141,436</b>           |                          |                    |                |
| <b>Civic &amp; Community</b> |  |                        |                       |                          |                          |                    |                |
| <b>301</b>                   | <b>Civic &amp; Community</b>           |                        |                       |                          |                          |                    |                |
| 4095                         | Honoraria                              | 0                      | 250                   | 250                      |                          | 250                | 0.0 %          |
| 4505                         | Mayoral Allowance                      | 0                      | 7,000                 | 7,000                    |                          | 7,000              | 0.0 %          |
| 4511                         | Town Twinning                          | 17                     | 4,500                 | 4,483                    |                          | 4,483              | 0.4 %          |
| 4512                         | Engraving/Sign Writing                 | 0                      | 300                   | 300                      |                          | 300                | 0.0 %          |
| 4513                         | Civic Awards                           | 46                     | 600                   | 554                      |                          | 554                | 7.6 %          |
| 4530                         | Civic Service                          | 0                      | 300                   | 300                      |                          | 300                | 0.0 %          |
| 4600                         | CCTV                                   | 0                      | 7,400                 | 7,400                    |                          | 7,400              | 0.0 %          |
| 4605                         | Litter/Dog Bins                        | 0                      | 800                   | 800                      |                          | 800                | 0.0 %          |
| 4612                         | Bus Shelter Cleaning                   | 62                     | 750                   | 688                      |                          | 688                | 8.2 %          |
| 4645                         | Christmas Lights                       | 0                      | 7,250                 | 7,250                    |                          | 7,250              | 0.0 %          |
| 4675                         | Youth Forum                            | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
|                              | Civic & Community :- Expenditure       | <b>124</b>             | <b>31,150</b>         | <b>31,026</b>            | <b>0</b>                 | <b>31,026</b>      | <b>0.4 %</b>   |
|                              | <b>Net Expenditure over Income</b>     | <b>124</b>             | <b>31,150</b>         | <b>31,026</b>            |                          |                    |                |
| <b>302</b>                   | <b>Section 137 Expenditure</b>         |                        |                       |                          |                          |                    |                |
| 4531                         | Remembrance Day                        | 0                      | 300                   | 300                      |                          | 300                | 0.0 %          |
| 4620                         | Annual Grants                          | 0                      | 6,800                 | 6,800                    |                          | 6,800              | 0.0 %          |
| 4655                         | Occasional Grants                      | 0                      | 15,000                | 15,000                   |                          | 15,000             | 0.0 %          |
|                              | Section 137 Expenditure :- Expenditure | <b>0</b>               | <b>22,100</b>         | <b>22,100</b>            | <b>0</b>                 | <b>22,100</b>      | <b>0.0 %</b>   |
|                              | <b>Net Expenditure over Income</b>     | <b>0</b>               | <b>22,100</b>         | <b>22,100</b>            |                          |                    |                |

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|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <b>303 Felixstowe in Flower</b>        |                        |                       |                          |                          |                    |                |
| 4170 Repairs and Maintenance           | 62                     | 3,700                 | 3,638                    |                          | 3,638              | 1.7 %          |
| 4290 Flowers & Containers              | 0                      | 4,000                 | 4,000                    |                          | 4,000              | 0.0 %          |
| 4400 Stationery                        | 0                      | 200                   | 200                      |                          | 200                | 0.0 %          |
| 4512 Engraving/Sign Writing            | 0                      | 575                   | 575                      |                          | 575                | 0.0 %          |
| 4532 Felixstowe in Flower Events       | 0                      | 1,350                 | 1,350                    |                          | 1,350              | 0.0 %          |
| Felixstowe in Flower :- Expenditure    | <b>62</b>              | <b>9,825</b>          | <b>9,763</b>             | <b>0</b>                 | <b>9,763</b>       | <b>0.6 %</b>   |
| 1810 Donations & Sponsorship           | 3,875                  | 4,000                 | -125                     |                          |                    | 96.9 %         |
| Felixstowe in Flower :- Income         | <b>3,875</b>           | <b>4,000</b>          | <b>-125</b>              |                          |                    | <b>96.9 %</b>  |
| <b>Net Expenditure over Income</b>     | <b>-3,813</b>          | <b>5,825</b>          | <b>9,638</b>             |                          |                    |                |
| <b>304 Communication</b>               |                        |                       |                          |                          |                    |                |
| 4420 Newsletter Print                  | 0                      | 2,370                 | 2,370                    |                          | 2,370              | 0.0 %          |
| 4421 Newsletter Distribution           | 0                      | 1,865                 | 1,865                    |                          | 1,865              | 0.0 %          |
| 4483 Website                           | 503                    | 1,140                 | 638                      |                          | 638                | 44.1 %         |
| Communication :- Expenditure           | <b>503</b>             | <b>5,375</b>          | <b>4,873</b>             | <b>0</b>                 | <b>4,873</b>       | <b>9.3 %</b>   |
| <b>Net Expenditure over Income</b>     | <b>503</b>             | <b>5,375</b>          | <b>4,873</b>             |                          |                    |                |
| <b>305 Community Fund Projects</b>     |                        |                       |                          |                          |                    |                |
| 4625 Felixstowe Harwich Ferry          | 1,000                  | 1,000                 | 0                        |                          | 0                  | 100.0 %        |
| 4630 Level 2                           | 10,000                 | 10,000                | 0                        |                          | 0                  | 100.0 %        |
| 4640 Floral Bedding                    | 898                    | 10,866                | 9,968                    |                          | 9,968              | 8.3 %          |
| 4670 Felixstowe Forward                | 0                      | 20,000                | 20,000                   |                          | 20,000             | 0.0 %          |
| Community Fund Projects :- Expenditure | <b>11,898</b>          | <b>41,866</b>         | <b>29,968</b>            | <b>0</b>                 | <b>29,968</b>      | <b>28.4 %</b>  |
| <b>Net Expenditure over Income</b>     | <b>11,898</b>          | <b>41,866</b>         | <b>29,968</b>            |                          |                    |                |
| Civic & Community :- Expenditure       | <b>12,586</b>          | <b>110,316</b>        | <b>97,730</b>            | <b>0</b>                 | <b>97,730</b>      | <b>11.4 %</b>  |
| Income                                 | <b>3,875</b>           | <b>4,000</b>          | <b>-125</b>              |                          |                    | <b>96.9 %</b>  |
| <b>Net Expenditure over Income</b>     | <b>8,711</b>           | <b>106,316</b>        | <b>97,605</b>            |                          |                    |                |