

Month No : 6

Committee Report

|  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % of<br>Budget |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|

**Finance & General Purposes****101 Administration**

|      |                                    |                 |                 |                |          |                |               |
|------|------------------------------------|-----------------|-----------------|----------------|----------|----------------|---------------|
| 4000 | Employee Salaries                  | 75,912          | 151,668         | 75,756         | 75,756   | 50.1 %         |               |
| 4001 | Employer National Insurance        | 5,235           | 18,200          | 12,965         | 12,965   | 28.8 %         |               |
| 4002 | Employer Pension Contributions     | 17,473          | 33,421          | 15,948         | 15,948   | 52.3 %         |               |
| 4030 | Training                           | 998             | 7,000           | 6,002          | 6,002    | 14.3 %         |               |
| 4040 | Travel & Expenses                  | 4               | 500             | 496            | 496      | 0.7 %          |               |
| 4260 | Equipment Purchases                | 110             | 1,250           | 1,140          | 1,140    | 8.8 %          |               |
| 4270 | Printer/Photocopier                | 1,363           | 3,500           | 2,137          | 2,137    | 38.9 %         |               |
| 4400 | Stationery                         | 620             | 1,900           | 1,280          | 1,280    | 32.7 %         |               |
| 4425 | Postage                            | 1,226           | 2,600           | 1,374          | 1,374    | 47.2 %         |               |
| 4441 | Telephone & Internet               | 2,729           | 5,000           | 2,271          | 2,271    | 54.6 %         |               |
| 4446 | Mobile Phones                      | 178             | 450             | 272            | 272      | 39.6 %         |               |
| 4460 | Subscriptions                      | 2,562           | 3,335           | 773            | 773      | 76.8 %         |               |
| 4461 | External Audit                     | 0               | 1,300           | 1,300          | 1,300    | 0.0 %          |               |
| 4462 | Internal Audit                     | 277             | 580             | 304            | 304      | 47.7 %         |               |
| 4464 | Insurance                          | 7,938           | 8,000           | 62             | 62       | 99.2 %         |               |
| 4466 | Catering Sundries                  | 115             | 500             | 385            | 385      | 23.0 %         |               |
| 4468 | Miscellaneous                      | 71              | 250             | 179            | 179      | 28.3 %         |               |
| 4470 | Publications                       | 45              | 200             | 155            | 155      | 22.5 %         |               |
| 4471 | Advertising & Promotion            | 120             | 2,000           | 1,880          | 1,880    | 6.0 %          |               |
| 4481 | IT Maintenance & Software          | 3,537           | 7,000           | 3,463          | 3,463    | 50.5 %         |               |
| 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                       | 362             | 1,000           | 638            | 638      | 36.2 %         |               |
|      | Administration :- Expenditure      | <b>120,876</b>  | <b>261,654</b>  | <b>140,778</b> | <b>0</b> | <b>140,778</b> | <b>46.2 %</b> |
| 1800 | Agency Income                      | 750             | 1,500           | -750           |          |                | 50.0 %        |
| 1805 | Bank Interest Received             | 1,106           | 4,000           | -2,894         |          |                | 27.7 %        |
| 1850 | Miscellaneous Income               | 147             | 0               | 147            |          |                | 0.0 %         |
| 1900 | Precept                            | 522,361         | 522,361         | 0              |          |                | 100.0 %       |
| 1901 | Transition Grant                   | 34,160          | 34,160          | 0              |          |                | 100.0 %       |
|      | Administration :- Income           | <b>558,525</b>  | <b>562,021</b>  | <b>-3,496</b>  |          |                | <b>99.4 %</b> |
|      | <b>Net Expenditure over Income</b> | <b>-437,648</b> | <b>-300,367</b> | <b>137,281</b> |          |                |               |

|   |                 |                 |                |          |                |               |
|---|-----------------|-----------------|----------------|----------|----------------|---------------|
| Finance & General Purposes :- Expenditure | <b>120,876</b>  | <b>261,654</b>  | <b>140,778</b> | <b>0</b> | <b>140,778</b> | <b>46.2 %</b> |
| Income                                    | <b>558,525</b>  | <b>562,021</b>  | <b>-3,496</b>  |          |                | <b>99.4 %</b> |
| <b>Net Expenditure over Income</b>        | <b>-437,648</b> | <b>-300,367</b> | <b>137,281</b> |          |                |               |

**Assets & Services**

Month No : 6

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                  | 4,732                  | 13,638                | 8,906                    |                          | 8,906              | 34.7 %         |
| 4001       | Employer National Insurance        | 7                      | 1,731                 | 1,724                    |                          | 1,724              | 0.4 %          |
| 4030       | Training                           | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
| 4040       | Travel & Expenses                  | 0                      | 50                    | 50                       |                          | 50                 | 0.0 %          |
| 4110       | Rates                              | 4,176                  | 7,035                 | 2,859                    |                          | 2,859              | 59.4 %         |
| 4115       | Water and Sewerage                 | 80                     | 600                   | 520                      |                          | 520                | 13.3 %         |
| 4120       | Gas                                | 1,263                  | 3,000                 | 1,737                    |                          | 1,737              | 42.1 %         |
| 4122       | Electricity                        | 1,026                  | 2,300                 | 1,274                    |                          | 1,274              | 44.6 %         |
| 4150       | Cleaning                           | 2,030                  | 4,500                 | 2,470                    |                          | 2,470              | 45.1 %         |
| 4155       | Cleaning Materials                 | 41                     | 50                    | 9                        |                          | 9                  | 82.2 %         |
| 4170       | Repairs and Maintenance            | 3,513                  | 10,000                | 6,487                    |                          | 6,487              | 35.1 %         |
| 4180       | Licences                           | 600                    | 900                   | 300                      |                          | 300                | 66.7 %         |
| 4260       | Equipment Purchases                | 306                    | 550                   | 244                      |                          | 244                | 55.6 %         |
| 4553       | Loan Repayments                    | 17,366                 | 34,732                | 17,366                   |                          | 17,366             | 50.0 %         |
|            | Town Hall :- Expenditure           | <b>35,141</b>          | <b>81,086</b>         | <b>45,945</b>            | <b>0</b>                 | <b>45,945</b>      | <b>43.3 %</b>  |
| 1000       | Hirings                            | 223                    | 1,500                 | -1,278                   |                          |                    | 14.8 %         |
| 1001       | Weddings                           | 5,988                  | 4,400                 | 1,588                    |                          |                    | 136.1 %        |
| 1030       | Leases, Rents & Licences           | 1,378                  | 7,546                 | -6,169                   |                          |                    | 18.3 %         |
|            | Town Hall :- Income                | <b>7,588</b>           | <b>13,446</b>         | <b>-5,858</b>            |                          |                    | <b>56.4 %</b>  |
|            | <b>Net Expenditure over Income</b> | <b>27,553</b>          | <b>67,640</b>         | <b>40,087</b>            |                          |                    |                |
| <b>202</b> | <b>Walton</b>                      |                        |                       |                          |                          |                    |                |
| 4000       | Employee Salaries                  | 1,132                  | 2,960                 | 1,828                    |                          | 1,828              | 38.3 %         |
| 4001       | Employer National Insurance        | -8                     | 0                     | 8                        |                          | 8                  | 0.0 %          |
| 4002       | Employer Pension Contributions     | 173                    | 483                   | 310                      |                          | 310                | 35.9 %         |
| 4110       | Rates                              | 548                    | 930                   | 382                      |                          | 382                | 58.9 %         |
| 4115       | Water and Sewerage                 | 154                    | 500                   | 346                      |                          | 346                | 30.8 %         |
| 4122       | Electricity                        | 495                    | 1,500                 | 1,005                    |                          | 1,005              | 33.0 %         |
| 4155       | Cleaning Materials                 | 45                     | 50                    | 5                        |                          | 5                  | 90.9 %         |
| 4170       | Repairs and Maintenance            | 13                     | 4,500                 | 4,487                    |                          | 4,487              | 0.3 %          |
| 4260       | Equipment Purchases                | 0                      | 100                   | 100                      |                          | 100                | 0.0 %          |
|            | Walton :- Expenditure              | <b>2,554</b>           | <b>11,023</b>         | <b>8,469</b>             | <b>0</b>                 | <b>8,469</b>       | <b>23.2 %</b>  |
| 1000       | Hirings                            | 3,082                  | 7,500                 | -4,418                   |                          |                    | 41.1 %         |
|            | Walton :- Income                   | <b>3,082</b>           | <b>7,500</b>          | <b>-4,418</b>            |                          |                    | <b>41.1 %</b>  |
|            | <b>Net Expenditure over Income</b> | <b>-528</b>            | <b>3,523</b>          | <b>4,051</b>             |                          |                    |                |

Month No : 6

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>203 Broadway House</b>           |                        |                       |                          |                          |                    |                |
| 4000 Employee Salaries              | 3,894                  | 8,700                 | 4,806                    |                          | 4,806              | 44.8 %         |
| 4001 Employer National Insurance    | -44                    | 1,305                 | 1,349                    |                          | 1,349              | -3.4 %         |
| 4002 Employer Pension Contributions | 755                    | 1,284                 | 529                      |                          | 529                | 58.8 %         |
| 4030 Training                       | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
| 4040 Travel & Expenses              | 0                      | 250                   | 250                      |                          | 250                | 0.0 %          |
| Broadway House :- Expenditure       | <b>4,605</b>           | <b>13,539</b>         | <b>8,934</b>             | <b>0</b>                 | <b>8,934</b>       | <b>34.0 %</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>4,605</b>           | <b>12,179</b>         | <b>7,574</b>             |                          |                    |                |
| <b>204 Cemetery</b>                 |                        |                       |                          |                          |                    |                |
| 4000 Employee Salaries              | 39,492                 | 80,211                | 40,719                   |                          | 40,719             | 49.2 %         |
| 4001 Employer National Insurance    | 2,958                  | 9,625                 | 6,667                    |                          | 6,667              | 30.7 %         |
| 4002 Employer Pension Contributions | 5,099                  | 9,965                 | 4,866                    |                          | 4,866              | 51.2 %         |
| 4030 Training                       | 277                    | 4,000                 | 3,723                    |                          | 3,723              | 6.9 %          |
| 4040 Travel & Expenses              | 0                      | 100                   | 100                      |                          | 100                | 0.0 %          |
| 4110 Rates                          | 1,528                  | 2,600                 | 1,072                    |                          | 1,072              | 58.8 %         |
| 4115 Water and Sewerage             | -22                    | 400                   | 422                      |                          | 422                | -5.6 %         |
| 4122 Electricity                    | 364                    | 1,050                 | 686                      |                          | 686                | 34.6 %         |
| 4155 Cleaning Materials             | 64                     | 100                   | 36                       |                          | 36                 | 63.7 %         |
| 4170 Repairs and Maintenance        | 953                    | 4,000                 | 3,047                    |                          | 3,047              | 23.8 %         |
| 4260 Equipment Purchases            | 1,829                  | 4,600                 | 2,771                    |                          | 2,771              | 39.8 %         |
| 4300 Vehicle Running Costs          | 685                    | 2,125                 | 1,440                    |                          | 1,440              | 32.2 %         |
| 4320 Vehicles/Tool Hire             | 2,597                  | 5,600                 | 3,003                    |                          | 3,003              | 46.4 %         |
| 4330 Fuel                           | 1,013                  | 2,800                 | 1,787                    |                          | 1,787              | 36.2 %         |
| 4446 Mobile Phones                  | 428                    | 900                   | 472                      |                          | 472                | 47.6 %         |
| 4466 Catering Sundries              | 0                      | 50                    | 50                       |                          | 50                 | 0.0 %          |
| Cemetery :- Expenditure             | <b>57,264</b>          | <b>128,126</b>        | <b>70,862</b>            | <b>0</b>                 | <b>70,862</b>      | <b>44.7 %</b>  |
| 1032 Mobile Phone Mast              | 5,315                  | 5,315                 | 0                        |                          |                    | 100.0 %        |
| 1100 Interment Fees                 | 22,384                 | 44,000                | -21,616                  |                          |                    | 50.9 %         |
| 1120 Purchase of Graves             | 3,526                  | 13,200                | -9,674                   |                          |                    | 26.7 %         |
| 1130 Memorials                      | 4,270                  | 9,900                 | -5,630                   |                          |                    | 43.1 %         |
| 1140 Upkeep of Grave Spaces         | 421                    | 800                   | -379                     |                          |                    | 52.6 %         |
| 1141 Bench Maintenance              | 1,692                  | 0                     | 1,692                    |                          |                    | 0.0 %          |
| 1160 Admin Fees                     | 295                    | 350                   | -55                      |                          |                    | 84.3 %         |
| Cemetery :- Income                  | <b>37,902</b>          | <b>73,565</b>         | <b>-35,663</b>           |                          |                    | <b>51.5 %</b>  |
| <b>Net Expenditure over Income</b>  | <b>19,362</b>          | <b>54,561</b>         | <b>35,199</b>            |                          |                    |                |

Month No : 6

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>205</b>                   | <b>Allotments</b>                      |                        |                       |                          |                          |                    |                |
| 4000                         | Employee Salaries                      | 6,965                  | 14,156                | 7,191                    |                          | 7,191              | 49.2 %         |
| 4001                         | Employer National Insurance            | 522                    | 1,700                 | 1,178                    |                          | 1,178              | 30.7 %         |
| 4002                         | Employer Pension Contributions         | 900                    | 1,758                 | 858                      |                          | 858                | 51.2 %         |
| 4115                         | Water and Sewerage                     | 752                    | 2,300                 | 1,548                    |                          | 1,548              | 32.7 %         |
| 4170                         | Repairs and Maintenance                | 1,020                  | 5,000                 | 3,980                    |                          | 3,980              | 20.4 %         |
| 4320                         | Vehicles/Tool Hire                     | 256                    | 2,300                 | 2,044                    |                          | 2,044              | 11.1 %         |
|                              | Allotments :- Expenditure              | <b>10,414</b>          | <b>27,214</b>         | <b>16,800</b>            | <b>0</b>                 | <b>16,800</b>      | <b>38.3 %</b>  |
| 1080                         | Allotment Rents                        | 2,823                  | 13,500                | -10,677                  |                          |                    | 20.9 %         |
|                              | Allotments :- Income                   | <b>2,823</b>           | <b>13,500</b>         | <b>-10,677</b>           |                          |                    | <b>20.9 %</b>  |
|                              | <b>Net Expenditure over Income</b>     | <b>7,591</b>           | <b>13,714</b>         | <b>6,123</b>             |                          |                    |                |
|                              | Assets & Services :- Expenditure       | <b>109,978</b>         | <b>260,988</b>        | <b>151,010</b>           | <b>0</b>                 | <b>151,010</b>     | <b>42.1 %</b>  |
|                              | Income                                 | <b>51,395</b>          | <b>109,371</b>        | <b>-57,976</b>           |                          |                    | <b>47.0 %</b>  |
|                              | <b>Net Expenditure over Income</b>     | <b>58,583</b>          | <b>151,617</b>        | <b>93,034</b>            |                          |                    |                |
| <b>Civic &amp; Community</b> |  |                        |                       |                          |                          |                    |                |
| <b>301</b>                   | <b>Civic &amp; Community</b>           |                        |                       |                          |                          |                    |                |
| 4095                         | Honoraria                              | 250                    | 250                   | 0                        |                          | 0                  | 100.0 %        |
| 4505                         | Mayoral Allowance                      | 7,000                  | 7,000                 | 0                        |                          | 0                  | 100.0 %        |
| 4511                         | Town Twinning                          | 820                    | 4,500                 | 3,680                    |                          | 3,680              | 18.2 %         |
| 4512                         | Engraving/Sign Writing                 | 106                    | 300                   | 195                      |                          | 195                | 35.2 %         |
| 4513                         | Civic Awards                           | 417                    | 600                   | 183                      |                          | 183                | 69.4 %         |
| 4530                         | Civic Service                          | 374                    | 300                   | -74                      |                          | -74                | 124.7 %        |
| 4600                         | CCTV                                   | 7,400                  | 7,400                 | 0                        |                          | 0                  | 100.0 %        |
| 4605                         | Litter/Dog Bins                        | 0                      | 800                   | 800                      |                          | 800                | 0.0 %          |
| 4612                         | Bus Shelter Cleaning                   | 370                    | 750                   | 380                      |                          | 380                | 49.3 %         |
| 4645                         | Christmas Lights                       | 6,750                  | 7,250                 | 500                      |                          | 500                | 93.1 %         |
| 4675                         | Youth Forum                            | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0 %          |
|                              | Civic & Community :- Expenditure       | <b>23,486</b>          | <b>31,150</b>         | <b>7,664</b>             | <b>0</b>                 | <b>7,664</b>       | <b>75.4 %</b>  |
|                              | <b>Net Expenditure over Income</b>     | <b>23,486</b>          | <b>31,150</b>         | <b>7,664</b>             |                          |                    |                |
| <b>302</b>                   | <b>Section 137 Expenditure</b>         |                        |                       |                          |                          |                    |                |
| 4531                         | Remembrance Day                        | 0                      | 300                   | 300                      |                          | 300                | 0.0 %          |
| 4620                         | Annual Grants                          | 6,800                  | 6,800                 | 0                        |                          | 0                  | 100.0 %        |
| 4655                         | Occasional Grants                      | 5,215                  | 15,000                | 9,785                    |                          | 9,785              | 34.8 %         |
|                              | Section 137 Expenditure :- Expenditure | <b>12,015</b>          | <b>22,100</b>         | <b>10,085</b>            | <b>0</b>                 | <b>10,085</b>      | <b>54.4 %</b>  |
|                              | <b>Net Expenditure over Income</b>     | <b>12,015</b>          | <b>22,100</b>         | <b>10,085</b>            |                          |                    |                |

Month No : 6

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>303</b> | <b><u>Felixstowe in Flower</u></b>     |                        |                       |                          |                          |                    |                |
| 4170       | Repairs and Maintenance                | 353                    | 3,700                 | 3,347                    |                          | 3,347              | 9.5 %          |
| 4290       | Flowers & Containers                   | 2,943                  | 4,000                 | 1,057                    |                          | 1,057              | 73.6 %         |
| 4400       | Stationery                             | 0                      | 200                   | 200                      |                          | 200                | 0.0 %          |
| 4512       | Engraving/Sign Writing                 | 81                     | 575                   | 494                      |                          | 494                | 14.1 %         |
| 4532       | Felixstowe in Flower Events            | 343                    | 1,350                 | 1,007                    |                          | 1,007              | 25.4 %         |
|            | Felixstowe in Flower :- Expenditure    | <b>3,720</b>           | <b>9,825</b>          | <b>6,105</b>             | <b>0</b>                 | <b>6,105</b>       | <b>37.9 %</b>  |
| 1810       | Donations & Sponsorship                | 4,850                  | 4,000                 | 850                      |                          |                    | 121.3 %        |
|            | Felixstowe in Flower :- Income         | <b>4,850</b>           | <b>4,000</b>          | <b>850</b>               |                          |                    | <b>121.3 %</b> |
|            | <b>Net Expenditure over Income</b>     | <b>-1,130</b>          | <b>5,825</b>          | <b>6,955</b>             |                          |                    |                |
| <b>304</b> | <b><u>Communication</u></b>            |                        |                       |                          |                          |                    |                |
| 4420       | Newsletter Print                       | 1,185                  | 2,370                 | 1,185                    |                          | 1,185              | 50.0 %         |
| 4421       | Newsletter Distribution                | 932                    | 1,865                 | 933                      |                          | 933                | 50.0 %         |
| 4483       | Website                                | 798                    | 1,140                 | 343                      |                          | 343                | 70.0 %         |
|            | Communication :- Expenditure           | <b>2,915</b>           | <b>5,375</b>          | <b>2,460</b>             | <b>0</b>                 | <b>2,460</b>       | <b>54.2 %</b>  |
|            | <b>Net Expenditure over Income</b>     | <b>2,915</b>           | <b>5,375</b>          | <b>2,460</b>             |                          |                    |                |
| <b>305</b> | <b><u>Community Fund Projects</u></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                         | 4,491                  | 10,866                | 6,375                    |                          | 6,375              | 41.3 %         |
| 4670       | Felixstowe Forward                     | 0                      | 20,000                | 20,000                   |                          | 20,000             | 0.0 %          |
|            | Community Fund Projects :- Expenditure | <b>15,491</b>          | <b>41,866</b>         | <b>26,375</b>            | <b>0</b>                 | <b>26,375</b>      | <b>37.0 %</b>  |
|            | <b>Net Expenditure over Income</b>     | <b>15,491</b>          | <b>41,866</b>         | <b>26,375</b>            |                          |                    |                |
|            | Civic & Community :- Expenditure       | <b>57,628</b>          | <b>110,316</b>        | <b>52,688</b>            | <b>0</b>                 | <b>52,688</b>      | <b>52.2 %</b>  |
|            | Income                                 | <b>4,850</b>           | <b>4,000</b>          | <b>850</b>               |                          |                    | <b>121.3 %</b> |
|            | <b>Net Expenditure over Income</b>     | <b>52,778</b>          | <b>106,316</b>        | <b>53,538</b>            |                          |                    |                |