

**Felixstowe Town Council**  
**Summary of Receipts and Payments**  
 Cost Centre Group - Finance & Governance

1 December 2023 (2023 - 2024)

**101 Administration**

| Code             | Title                          | Receipts          |                   |                   | Payments          |                   |                   | Net Position            |
|------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|
|                  |                                | Budgeted          | Actual            | Variance          | Budgeted          | Actual            | Variance          | +/- Under/over spend    |
| 1029             | Apprenticeship Grant           |                   |                   |                   |                   |                   | (N/A)             |                         |
| 1165             | CJRS                           |                   |                   |                   |                   |                   | (N/A)             |                         |
| 1805             | Bank Interest Received         | 15,500.00         | 18,075.64         | 2,575.64          |                   |                   | 2,575.64 (16%)    |                         |
| 1830             | Community Infrastructure Levy  |                   | 158,023.77        | 158,023.77        |                   |                   | 158,023.77 (N/A)  |                         |
| 1850             | Miscellaneous (Precept Grant)  |                   |                   |                   |                   |                   | (N/A)             |                         |
| 1900             | Precept                        | 621,629.00        | 621,629.12        | 0.12              |                   |                   | 0.12 (0%)         |                         |
| 4000             | Employee Salaries              |                   |                   |                   | 231,880.00        | 159,909.06        | 71,970.94 (31%)   |                         |
| 4001             | Employer National Insurance    |                   |                   |                   | 25,585.00         | 14,697.44         | 10,887.56 (42%)   |                         |
| 4002             | Employer Pension Contributions |                   |                   |                   | 44,035.00         | 26,850.48         | 17,184.52 (39%)   |                         |
| 4030             | Training                       |                   |                   |                   | 2,000.00          | 375.00            | 1,625.00 (81%)    |                         |
| 4040             | Travel & Expenses              |                   |                   |                   | 400.00            | 114.87            | 285.13 (71%)      |                         |
| 4270             | Printer/Photocopier            |                   |                   |                   | 760.00            | 524.29            | 235.71 (31%)      |                         |
| 4400             | Stationery                     |                   |                   |                   | 350.00            | 513.77            | -163.77 (-46%)    |                         |
| 4425             | Postage                        |                   |                   |                   | 500.00            | 289.51            | 210.49 (42%)      |                         |
| 4441             | Telephone & Internet           |                   |                   |                   | 2,200.00          | 1,002.90          | 1,197.10 (54%)    |                         |
| 4446             | Mobile Phones                  |                   |                   |                   | 60.00             | 27.00             | 33.00 (55%)       |                         |
| 4460             | Subscriptions                  |                   |                   |                   | 3,736.00          | 3,490.79          | 245.21 (6%)       |                         |
| 4461             | External Audit                 |                   |                   |                   | 1,680.00          | 1,680.00          | (0%)              |                         |
| 4462             | Internal Audit                 |                   |                   |                   | 1,287.00          | 676.00            | 611.00 (47%)      |                         |
| 4464             | Insurance                      |                   |                   |                   | 7,140.00          | 7,466.25          | -326.25 (-4%)     |                         |
| 4468             | Miscellaneous                  |                   | 50.00             | 50.00             |                   | 50.00             | -50.00 (N/A)      |                         |
| 4470             | Publications                   |                   |                   |                   |                   |                   | (N/A)             |                         |
| 4481             | IT Maintenance & Software      |                   |                   |                   | 8,500.00          | 6,956.00          | 1,544.00 (18%)    |                         |
| 4490             | Professional Fees              |                   |                   |                   | 1,000.00          | 683.33            | 316.67 (31%)      |                         |
| 4500             | Election Expenses              |                   |                   |                   |                   |                   | (N/A)             |                         |
| 4550             | Banking Fees                   |                   | 13.25             | 13.25             | 1,000.00          | 565.38            | 434.62 (44%)      |                         |
| <b>SUB TOTAL</b> |                                | <b>637,129.00</b> | <b>797,791.78</b> | <b>160,662.78</b> | <b>332,113.00</b> | <b>225,872.07</b> | <b>106,240.93</b> | <b>266,903.71 (27%)</b> |

**201 Town Hall**

| Code | Title                          | Receipts  |          |           | Payments  |           |                  | Net Position         |
|------|--------------------------------|-----------|----------|-----------|-----------|-----------|------------------|----------------------|
|      |                                | Budgeted  | Actual   | Variance  | Budgeted  | Actual    | Variance         | +/- Under/over spend |
| 1000 | Hirings                        | 2,500.00  | 973.33   | -1,526.67 |           |           | -1,526.67 (-61%) |                      |
| 1001 | Weddings                       | 12,500.00 | 9,195.79 | -3,304.21 |           | 315.62    | -3,619.83 (-28%) |                      |
| 1030 | Leases, Rents & Licences       | 8,500.00  | 4,280.96 | -4,219.04 |           |           | -4,219.04 (-49%) |                      |
| 4003 | Employee Salaries              |           |          |           | 26,701.00 | 15,381.42 | 11,319.58 (42%)  |                      |
| 4004 | Employer National Insurance    |           |          |           | 1,810.00  | 1,316.96  | 493.04 (27%)     |                      |
| 4005 | Employer Pension Contributions |           |          |           | 1,602.00  | 797.29    | 804.71 (50%)     |                      |
| 4031 | Training                       |           |          |           | 500.00    | 120.00    | 380.00 (76%)     |                      |
| 4110 | Rates                          |           |          |           | 7,526.00  | 6,077.50  | 1,448.50 (19%)   |                      |
| 4115 | Water & Sewerage               |           |          |           | 336.00    | 170.37    | 165.63 (49%)     |                      |
| 4120 | Gas                            |           |          |           | 3,000.00  | 2,078.95  | 921.05 (30%)     |                      |
| 4122 | Electricity                    |           |          |           | 5,000.00  | 2,832.41  | 2,167.59 (43%)   |                      |
| 4155 | Cleaning Materials             |           |          |           | 375.00    | 167.52    | 207.48 (55%)     |                      |
| 4170 | Repairs & Maintenance          |           |          |           | 5,000.00  | 4,439.12  | 560.88 (11%)     |                      |
| 4180 | Licences                       |           |          |           | 600.00    | 600.00    | (0%)             |                      |
| 4260 | Equipment Purchases            |           |          |           | 250.00    | 157.56    | 92.44 (36%)      |                      |
| 4466 | Catering Sundries              |           |          |           | 200.00    | 177.61    | 22.39 (11%)      |                      |

**Felixstowe Town Council**  
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1 December 2023 (2023 - 2024)

|                  |                 |  |                  |                  |                  |                        |
|------------------|-----------------|--|------------------|------------------|------------------|------------------------|
| 4553             | Loan Repayments |  | 34,732.00        | 17,365.97        | 17,366.03        | 17,366.03 (50%)        |
| <b>SUB TOTAL</b> |                 |  | <b>87,632.00</b> | <b>51,998.30</b> | <b>35,633.70</b> | <b>26,583.78 (23%)</b> |

**202 Walton**

| Code             | Title                          | Receipts        |                 |                  | Payments         |                 |                 | Net Position          |
|------------------|--------------------------------|-----------------|-----------------|------------------|------------------|-----------------|-----------------|-----------------------|
|                  |                                | Budgeted        | Actual          | Variance         | Budgeted         | Actual          | Variance        | +/- Under/over spend  |
| 1002             | Hirings                        | 8,000.00        | 6,496.73        | -1,503.27        |                  |                 |                 | -1,503.27 (-18%)      |
| 4006             | Employee Salaries              |                 |                 |                  | 5,340.00         | 3,062.81        | 2,277.19        | 2,277.19 (42%)        |
| 4007             | Employer National Insurance    |                 |                 |                  | 362.00           | 267.89          | 94.11           | 94.11 (26%)           |
| 4008             | Employer Pension Contributions |                 |                 |                  | 320.00           | 159.42          | 160.58          | 160.58 (50%)          |
| 4111             | Rates                          |                 |                 |                  | 1,272.00         | 1,068.07        | 203.93          | 203.93 (16%)          |
| 4116             | Water & Sewerage               |                 |                 |                  | 231.00           | 222.85          | 8.15            | 8.15 (3%)             |
| 4123             | Electricity                    |                 |                 |                  | 4,500.00         | 2,929.02        | 1,570.98        | 1,570.98 (34%)        |
| 4171             | Repairs & Maintenance          |                 |                 |                  | 750.00           | 429.66          | 320.34          | 320.34 (42%)          |
| 4261             | Equipment Purchases            |                 |                 |                  | 100.00           |                 | 100.00          | 100.00 (100%)         |
| <b>SUB TOTAL</b> |                                | <b>8,000.00</b> | <b>6,496.73</b> | <b>-1,503.27</b> | <b>12,875.00</b> | <b>8,139.72</b> | <b>4,735.28</b> | <b>3,232.01 (15%)</b> |

**203 Broadway House**

| Code             | Title                          | Receipts        |        |                  | Payments         |                 |                 | Net Position          |
|------------------|--------------------------------|-----------------|--------|------------------|------------------|-----------------|-----------------|-----------------------|
|                  |                                | Budgeted        | Actual | Variance         | Budgeted         | Actual          | Variance        | +/- Under/over spend  |
| 1031             | Leases, Rents & Licences       | 2,650.00        |        | -2,650.00        |                  |                 |                 | -2,650.00 (-100%)     |
| 4009             | Employee Salaries              |                 |        |                  | 9,037.00         | 5,185.92        | 3,851.08        | 3,851.08 (42%)        |
| 4010             | Employer National Insurance    |                 |        |                  | 613.00           | 446.01          | 166.99          | 166.99 (27%)          |
| 4011             | Employer Pension Contributions |                 |        |                  | 542.00           | 270.00          | 272.00          | 272.00 (50%)          |
| 4172             | Repairs & Maintenance          |                 |        |                  | 1,000.00         | 680.45          | 319.55          | 319.55 (31%)          |
| <b>SUB TOTAL</b> |                                | <b>2,650.00</b> |        | <b>-2,650.00</b> | <b>11,192.00</b> | <b>6,582.38</b> | <b>4,609.62</b> | <b>1,959.62 (14%)</b> |

**204 Cemetery**

| Code | Title                          | Receipts  |           |            | Payments   |           |           | Net Position         |
|------|--------------------------------|-----------|-----------|------------|------------|-----------|-----------|----------------------|
|      |                                | Budgeted  | Actual    | Variance   | Budgeted   | Actual    | Variance  | +/- Under/over spend |
| 1032 | Mobile Phone Mast              | 5,315.00  |           | -5,315.00  |            |           |           | -5,315.00 (-100%)    |
| 1100 | Interment Fees                 | 25,000.00 | 20,540.00 | -4,460.00  |            |           |           | -4,460.00 (-17%)     |
| 1120 | Purchase of Graves             | 35,000.00 | 19,222.50 | -15,777.50 |            |           |           | -15,777.50 (-45%)    |
| 1130 | Memorials                      | 16,000.00 | 10,254.80 | -5,745.20  |            | 1,333.80  | -1,333.80 | -7,079.00 (-44%)     |
| 1140 | Upkeep of Graves Spaces        | 677.00    | 570.00    | -107.00    |            |           |           | -107.00 (-15%)       |
| 1160 | Admin Fees                     | 800.00    | 705.50    | -94.50     |            |           |           | -94.50 (-11%)        |
| 4012 | Employee Salaries              |           |           |            | 154,662.00 | 94,218.49 | 60,443.51 | 60,443.51 (39%)      |
| 4013 | Employer National Insurance    |           |           |            | 16,491.00  | 8,944.56  | 7,546.44  | 7,546.44 (45%)       |
| 4014 | Employer Pension Contributions |           |           |            | 13,637.00  | 10,932.93 | 2,704.07  | 2,704.07 (19%)       |
| 4032 | Training                       |           |           |            | 1,500.00   | 460.78    | 1,039.22  | 1,039.22 (69%)       |
| 4112 | Rates                          |           |           |            | 2,944.00   | 2,473.30  | 470.70    | 470.70 (15%)         |
| 4117 | Water & Sewerage               |           |           |            | 242.00     | 305.36    | -63.36    | -63.36 (-26%)        |
| 4124 | Electricity                    |           |           |            | 2,000.00   | 981.37    | 1,018.63  | 1,018.63 (50%)       |
| 4173 | Repairs & Maintenance          |           |           |            | 4,000.00   | 2,486.21  | 1,513.79  | 1,513.79 (37%)       |
| 4262 | Equipment Purchases            |           |           |            | 1,500.00   | 1,575.95  | -75.95    | -75.95 (-5%)         |
| 4300 | Vehicle Running Costs          |           |           |            | 1,500.00   | 1,283.22  | 216.78    | 216.78 (14%)         |
| 4310 | Electric Van Lease             |           |           |            | 3,398.00   | 1,981.98  | 1,416.02  | 1,416.02 (41%)       |

**Felixstowe Town Council**  
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1 December 2023 (2023 - 2024)

|                         |                  |                  |                   |                   |                   |                  |                        |
|-------------------------|------------------|------------------|-------------------|-------------------|-------------------|------------------|------------------------|
| 4320 Vehicles/Tool Hire |                  |                  |                   | 6,000.00          | 5,194.11          | 805.89           | 805.89 (13%)           |
| 4330 Fuel               |                  |                  |                   | 2,000.00          | 1,393.57          | 606.43           | 606.43 (30%)           |
| 4447 Mobile Phones      |                  |                  |                   | 108.00            | 27.00             | 81.00            | 81.00 (75%)            |
| 4467 Catering Sundries  |                  |                  |                   |                   |                   |                  | (N/A)                  |
| <b>SUB TOTAL</b>        | <b>82,792.00</b> | <b>51,292.80</b> | <b>-31,499.20</b> | <b>209,982.00</b> | <b>133,592.63</b> | <b>76,389.37</b> | <b>44,890.17 (15%)</b> |

### 205 Allotments

| Code             | Title                          | Receipts         |                  |                  | Payments         |                  |                  | Net Position           |
|------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------------|
|                  |                                | Budgeted         | Actual           | Variance         | Budgeted         | Actual           | Variance         | +/- Under/over spend   |
| 1080             | Allotment Rents                | 17,000.00        | 15,600.08        | -1,399.92        |                  |                  |                  | -1,399.92 (-8%)        |
| 4015             | Employee Salaries              |                  |                  |                  | 27,293.00        | 16,627.13        | 10,665.87        | 10,665.87 (39%)        |
| 4016             | Employer National Insurance    |                  |                  |                  | 2,910.00         | 1,578.46         | 1,331.54         | 1,331.54 (45%)         |
| 4017             | Employer Pension Contributions |                  |                  |                  | 3,239.00         | 1,929.34         | 1,309.66         | 1,309.66 (40%)         |
| 4118             | Water & Sewerage               |                  |                  |                  | 3,750.00         | 1,414.32         | 2,335.68         | 2,335.68 (62%)         |
| 4174             | Repairs & Maintenance          |                  | 25.00            | 25.00            | 1,500.00         | 1,475.97         | 24.03            | 49.03 (3%)             |
| 4321             | Vehicles/Tool Hire             |                  | 75.00            | 75.00            | 2,000.00         | 1,109.30         | 890.70           | 965.70 (48%)           |
| <b>SUB TOTAL</b> |                                | <b>17,000.00</b> | <b>15,700.08</b> | <b>-1,299.92</b> | <b>40,692.00</b> | <b>24,134.52</b> | <b>16,557.48</b> | <b>15,257.56 (26%)</b> |

### 206 Parks and Recreation

| Code             | Title                 | Receipts |                 |                 | Payments         |                 |                 | Net Position          |
|------------------|-----------------------|----------|-----------------|-----------------|------------------|-----------------|-----------------|-----------------------|
|                  |                       | Budgeted | Actual          | Variance        | Budgeted         | Actual          | Variance        | +/- Under/over spend  |
| 4175             | Repairs & Maintenance |          |                 |                 | 2,500.00         | 2,414.13        | 85.87           | 85.87 (3%)            |
| 4280             | Security              |          |                 |                 | 6,400.00         |                 | 6,400.00        | 6,400.00 (100%)       |
| 4615             | Street Furniture      |          |                 |                 | 500.00           | 356.00          | 144.00          | 144.00 (28%)          |
| 4660             | Play Equipment        |          | 2,520.00        | 2,520.00        | 1,000.00         | 2,740.00        | -1,740.00       | 780.00 (78%)          |
| 4690             | Planting              |          |                 |                 | 1,000.00         | 147.90          | 852.10          | 852.10 (85%)          |
| <b>SUB TOTAL</b> |                       |          | <b>2,520.00</b> | <b>2,520.00</b> | <b>11,400.00</b> | <b>5,658.03</b> | <b>5,741.97</b> | <b>8,261.97 (72%)</b> |

### 301 Civic & Community

| Code             | Title                   | Receipts        |                 |                  | Payments         |                  |                  | Net Position           |
|------------------|-------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------------|
|                  |                         | Budgeted        | Actual          | Variance         | Budgeted         | Actual           | Variance         | +/- Under/over spend   |
| 1800             | Agency Income           | 4,191.00        | 2,095.50        | -2,095.50        |                  |                  |                  | -2,095.50 (-50%)       |
| 1810             | Donations & Sponsorship |                 |                 |                  |                  |                  |                  | (N/A)                  |
| 4471             | Advertising & Promotion |                 |                 |                  | 1,000.00         | 879.00           | 121.00           | 121.00 (12%)           |
| 4505             | Mayoral Allowance       |                 |                 |                  | 3,000.00         | 2,000.00         | 1,000.00         | 1,000.00 (33%)         |
| 4511             | Town Twinning           |                 |                 |                  | 2,500.00         | 2,088.08         | 411.92           | 411.92 (16%)           |
| 4512             | Engraving/Sign Writing  |                 |                 |                  | 100.00           | 85.00            | 15.00            | 15.00 (15%)            |
| 4513             | Civic Awards            |                 |                 |                  | 1,500.00         | 784.21           | 715.79           | 715.79 (47%)           |
| 4530             | Civic Events            |                 |                 |                  | 3,500.00         | 2,837.72         | 662.28           | 662.28 (18%)           |
| 4531             | Remembrance             |                 |                 |                  | 1,000.00         | 218.37           | 781.63           | 781.63 (78%)           |
| 4600             | CCTV                    |                 |                 |                  | 10,478.00        | 5,239.00         | 5,239.00         | 5,239.00 (50%)         |
| 4645             | Christmas Lights        |                 |                 |                  | 6,750.00         | 6,750.00         |                  | (0%)                   |
| 4650             | Seasonal Events         |                 |                 |                  | 3,000.00         |                  | 3,000.00         | 3,000.00 (100%)        |
| 4675             | Youth Forum             |                 | 1,000.00        | 1,000.00         | 1,000.00         | 231.72           | 768.28           | 1,768.28 (176%)        |
| <b>SUB TOTAL</b> |                         | <b>4,191.00</b> | <b>3,095.50</b> | <b>-1,095.50</b> | <b>33,828.00</b> | <b>21,113.10</b> | <b>12,714.90</b> | <b>11,619.40 (30%)</b> |

**Felixstowe Town Council**  
**Summary of Receipts and Payments**  
 Cost Centre Group - Finance & Governance

1 December 2023 (2023 - 2024)

**302 Grants**

| Code             | Title             | Receipts |        |          | Payments         |                  |                  | Net Position           |
|------------------|-------------------|----------|--------|----------|------------------|------------------|------------------|------------------------|
|                  |                   | Budgeted | Actual | Variance | Budgeted         | Actual           | Variance         | +/- Under/over spend   |
| 4620             | Annual Grants     |          |        |          | 13,700.00        | 13,450.00        | 250.00           | 250.00 (1%)            |
| 4655             | Occasional Grants |          |        |          | 25,000.00        | 8,830.00         | 16,170.00        | 16,170.00 (64%)        |
| 4686             | Capital Grants    |          |        |          |                  |                  |                  | (N/A)                  |
| <b>SUB TOTAL</b> |                   |          |        |          | <b>38,700.00</b> | <b>22,280.00</b> | <b>16,420.00</b> | <b>16,420.00 (42%)</b> |

**303 Felixstowe in Flower**

| Code             | Title                       | Receipts        |                 |                  | Payments        |                 |                 | Net Position         |
|------------------|-----------------------------|-----------------|-----------------|------------------|-----------------|-----------------|-----------------|----------------------|
|                  |                             | Budgeted        | Actual          | Variance         | Budgeted        | Actual          | Variance        | +/- Under/over spend |
| 1811             | Donations & Sponsorship     | 6,000.00        | 3,145.92        | -2,854.08        |                 |                 |                 | -2,854.08 (-47%)     |
| 4290             | Flowers & Containers        |                 |                 |                  | 7,000.00        | 5,909.29        | 1,090.71        | 1,090.71 (15%)       |
| 4532             | Felixstowe in Flower Events |                 |                 |                  | 1,500.00        | 258.61          | 1,241.39        | 1,241.39 (82%)       |
| 4614             | Engraving/Sign Writing      |                 |                 |                  | 400.00          |                 | 400.00          | 400.00 (100%)        |
| <b>SUB TOTAL</b> |                             | <b>6,000.00</b> | <b>3,145.92</b> | <b>-2,854.08</b> | <b>8,900.00</b> | <b>6,167.90</b> | <b>2,732.10</b> | <b>-121.98 (-0%)</b> |

**304 Communication**

| Code             | Title                   | Receipts        |                 |                  | Payments         |                  |                  | Net Position          |
|------------------|-------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|-----------------------|
|                  |                         | Budgeted        | Actual          | Variance         | Budgeted         | Actual           | Variance         | +/- Under/over spend  |
| 1812             | Donations & Sponsorship | 8,000.00        | 3,855.00        | -4,145.00        |                  |                  |                  | -4,145.00 (-51%)      |
| 4420             | Magazine Print          |                 |                 |                  | 18,000.00        | 9,106.00         | 8,894.00         | 8,894.00 (49%)        |
| 4421             | Magazine Distribution   |                 |                 |                  | 2,500.00         | 1,100.00         | 1,400.00         | 1,400.00 (56%)        |
| 4483             | Website                 |                 |                 |                  | 500.00           | 327.75           | 172.25           | 172.25 (34%)          |
| <b>SUB TOTAL</b> |                         | <b>8,000.00</b> | <b>3,855.00</b> | <b>-4,145.00</b> | <b>21,000.00</b> | <b>10,533.75</b> | <b>10,466.25</b> | <b>6,321.25 (21%)</b> |

**305 Community Projects & Pa**

| Code             | Title                          | Receipts |        |          | Payments         |                  |          | Net Position         |
|------------------|--------------------------------|----------|--------|----------|------------------|------------------|----------|----------------------|
|                  |                                | Budgeted | Actual | Variance | Budgeted         | Actual           | Variance | +/- Under/over spend |
| 1813             | Donations & Sponsorship        |          |        |          |                  |                  |          | (N/A)                |
| 4625             | Harwich Harbour Ferry Services |          |        |          | 1,000.00         | 1,000.00         |          | (0%)                 |
| 4630             | Level 2                        |          |        |          | 10,000.00        | 10,000.00        |          | (0%)                 |
| <b>SUB TOTAL</b> |                                |          |        |          | <b>11,000.00</b> | <b>11,000.00</b> |          | <b>(0%)</b>          |

**Summary**

|                    |                   |                   |                   |                   |                   |                   |                         |
|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------------|
| <b>NET TOTAL</b>   | <b>789,262.00</b> | <b>898,347.89</b> | <b>109,085.89</b> | <b>819,314.00</b> | <b>527,072.40</b> | <b>292,241.60</b> | <b>401,327.49 (24%)</b> |
| <b>V.A.T.</b>      |                   | <b>5,530.78</b>   |                   |                   | <b>12,730.06</b>  |                   |                         |
| <b>GROSS TOTAL</b> |                   | <b>903,878.67</b> |                   |                   | <b>539,802.46</b> |                   |                         |