POLICY AND FINANCE COMMITTEE 5a

AGENDA ITEM

SCHEDULE OF UNAPPROVED EXPENDITURE FOR NOVEMBER 2019 (ALL BANK ACCOUNTS)

Direct Debits,Standing Orders	£38,510.02
General Account - (pymt run inv's (CHQS,BACS) and salary payments)	£142,098.67
Imprest Account	£0.00
Mayors Charity Fund	£0.00
	£180,608.69

AGENDA ITEM

SCHEDULE OF UNAPPROVED EXPENDITURE FOR DECEMBER 2019 (ALL BANK ACCOUNTS)

Direct Debits,Standing Orders	£29,102.81
General Account - (pymt run inv's (CHQS,BACS) and salary payments)	£159,414.07
Imprest Account	£0.00
Mayors Charity Fund	£0.00
	£188,516.88

POLICY AND FINANCE COMMITTEE | 5.b.i

Agenda Item

BANK RECONCILIATIONS AS AT 30th November 2019

	£	£
Summary of reconciliations attached		
Current Account (Lloyds)	942,657.25	
Less: Unpresented cheques and BACS (p/l & imprest trs)	80,971.94	
plus: receipts not banked	2,372.49	
		864,057.80
Imprest Account (Lloyds)	2,914.24	
Less: Unpresented cheques and BACS (p/l & imprest trs)	1,230.00	
plus: receipts not banked	0.00	
		1,684.24
Mayor's Charity Fund-(Lloyds)	684.86	
Less: Unpresented cheques	0.00	
plus: receipts not banked	0.00	
		684.86
Liquidity Manager (Natwest)	30,091.46	
Less: Unpresented cheques and BACS (p/l & imprest trs)	0.00	
plus: receipts not banked	0.00	
		30,091.46
		896,518.36
Sub total		
ADD:		
Investment CCLA		100,000.00
Investment SANTANDER		420,000.00
Petty Cash & floats held:		
Petty Cash Grove Lodge		250.00
Groundsman Petty Cash		50.00
Museum Petty Cash & Floats		540.00
VIC Petty Cash & Floats		150.00
Blakehay Floats		320.00
		1,417,828.36

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POLICY AND FINANCE COMMITTEE 5.b.i

Agenda Item

BANK RECONCILIATIONS AS AT 31st December 2019

	£	£
Summary of reconciliations attached		
Current Account (Lloyds)	803,476.89	
Less: Unpresented cheques and BACS (p/l & imprest trs)	110,015.53	
plus: receipts not banked	224.50	
		693,685.86
Imprest Account (Lloyds)	2,420.75	
Less: Unpresented cheques and BACS (p/l & imprest trs)	937.99	
plus: receipts not banked	0.00	
		1,482.76
Mayor's Charity Fund-(Lloyds)	2,045.27	
Less: Unpresented cheques	0.00	
plus: receipts not banked	0.00	
		2,045.27
Liquidity Manager (Natwest)	30,101.52	
Less: Unpresented cheques and BACS (p/l & imprest trs)	0.00	
plus: receipts not banked	0.00	
		30,101.52
		727,315.41
Sub total		
ADD:		
Investment CCLA		100,000.00
Investment SANTANDER		420,000.00
Petty Cash & floats held:		
Petty Cash Grove Lodge		250.00
Groundsman Petty Cash		50.00
Museum Petty Cash & Floats		540.00
VIC Petty Cash & Floats		150.00
Blakehay Floats		320.00
		1,248,625.41

Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102 Central Administration								
4000 Staffing Costs	25,394	204,045	289,155	85,110		85,110	70.6%	
4006 Moorepay/IT payroll HR softwar	0	2,639	2,500	(139)		(139)	105.6%	
4007 Personnel Consultants	0	1,750	1,789	39		39	97.8%	
4008 CRB Checks/staff services	30	871	1,600	729		729	54.4%	
4009 Health & Safety Consultant	0	2,268	2,413	145		145	94.0%	
4012 Travel & Subsistence Expenses	58	328	650	322		322	50.5%	
4013 Training	380	4,570	8,317	3,747		3,747	54.9%	
4030 Equipment Purchase	0	494	500	6		6	98.8%	
4031 Equipment - Rental	(592)	5,208	5,134	(74)		(74)	101.4%	
4034 Equipment Repairs	0	155	500	345		345	31.0%	
4035 Telephone	437	3,412	6,868	3,456		3,456	49.7%	
4036 Stationery	224	2,259	3,000	741		741	75.3%	
4038 Recruitment / Advertising	963	3,663	3,000	(663)		(663)	122.1%	
4040 Audit & Accountancy	(2)	4,894	6,000	1,107		1,107	81.6%	
4041 Fees, Subs and Conferences	0	1,571	4,000	2,429		2,429	39.3%	
4042 Postages	(3,100)	2,708	2,460	(248)		(248)	110.1%	
4043 Ink Cartridges/printing	205	632	600	(32)		(32)	105.3%	
4044 Insurance	(296)	10,271	20,341	10,070		10,070	50.5%	
4049 Legal fees	71	1,418	5,000	3,582		3,582	28.4%	
4107 IT Support & Upgrade	4,515	19,358	26,500	7,142		7,142	73.0%	
4151 Catering	191	2,406	2,200	(206)		(206)	109.4%	
6020 Allocation to Cost Centres	(34,459)	(280,923)	(294,396)	(13,473)		(13,473)	95.4%	
Central Administration :- Indirect Expenditure	**(5,982)**	**(6,004)**	**98,131**	**104,135**	**0**	**104,135**	**(6.1%)**	**0**
Net Expenditure	**5,982**	**6,004**	**(98,131)**	**(104,135)**				
103 Grove House								
4030 Equipment Purchase	517	738	1,000	262		262	73.8%	
4102 NNDR	528	4,912	5,274	363		363	93.1%	
4104 Utilities - Water	0	78	250	172		172	31.1%	
4105 Utilities - Heat & Light	613	2,736	3,257	521		521	84.0%	
4109 Alarm system	0	563	500	(63)		(63)	112.5%	
4110 Cleaning	479	3,231	4,775	1,544		1,544	67.7%	
4111 Window Cleaning	20	102	113	11		11	90.5%	
4114 Refuse Removal	(394)	971	1,000	29		29	97.1%	
6020 Allocation to Cost Centres	(2,290)	(13,857)	(11,554)	2,303		2,303	119.9%	
Grove House :- Indirect Expenditure	**(527)**	**(528)**	**4,615**	**5,143**	**0**	**5,143**	**(11.4%)**	**0**
Net Expenditure	**527**	**528**	**(4,615)**	**(5,143)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104 Grove Lodge								
4102 NNDR	221	1,989	2,208	220		220	90.1%	
4104 Utilities - Water	73	293	300	7		7	97.6%	
4105 Utilities - Heat & Light	0	663	1,409	746		746	47.1%	
4109 Alarm system	0	407	200	(207)		(207)	203.5%	
4110 Cleaning	283	2,322	2,500	178		178	92.9%	
4111 Window Cleaning	20	90	113	23		23	79.6%	
4132 Rent	417	2,917	5,000	2,083		2,083	58.3%	
6020 Allocation to Cost Centres	(1,234)	(8,901)	(8,582)	319		319	103.7%	
Grove Lodge :- Indirect Expenditure	(220)	(221)	3,148	3,369	0	3,369	(7.0%)	0
Net Expenditure	220	221	(3,148)	(3,369)				
105 Community Services								
1111 Simon West Eve Event AFD	0	(2,510)	0	2,510		2,510	0.0%	
4158 Weston in Bloom	(448)	18,309	19,000	691		691	96.4%	
4200 Small grants to Voluntary Orgs	1,750	4,250	7,500	3,250		3,250	56.7%	
4204 VANS	3,000	3,000	3,000	0		0	100.0%	
4208 Christmas Lights - SLA	0	25	36,291	36,266		36,266	0.1%	
4210 Weston Town Centre Co SLA	0	17,844	17,844	0		0	100.0%	
4212 CCTV (NSC)	0	81,600	80,844	(756)		(756)	100.9%	
4215 Uphill Church lights	0	0	350	350		350	0.0%	
4218 Flower Beds	1,971	6,472	7,369	897		897	87.8%	
4221 Citizens Advice Bureau	0	12,500	12,500	0		0	100.0%	
4223 Community Events	1,100	2,100	6,500	4,400		4,400	32.3%	
4228 Blue Plaques	1,092	1,559	1,000	(559)		(559)	155.9%	
4229 Armed Forces Celebrations	0	8,847	9,000	153		153	98.3%	
4864 Homeless Support Fund	0	18,750	25,000	6,250		6,250	75.0%	
6000 Admin Salaries Recharge	1,503	12,078	12,838	760		760	94.1%	
6005 Admin Overhead Recharge	537	4,553	4,590	37		37	99.2%	
6007 Grove House Recharge	75	455	379	(76)		(76)	119.9%	
6008 Grove Lodge Recharges	40	292	281	(11)		(11)	104.0%	
6010 Grounds Salaries Recharge	1,856	15,171	17,644	2,473		2,473	86.0%	
6015 Grounds Overhead Recharge	118	4,215	4,826	611		611	87.3%	
Community Services :- Indirect Expenditure	12,594	209,509	266,756	57,247	0	57,247	78.5%	0
Net Expenditure	(12,594)	(209,509)	(266,756)	(57,247)				
107 Civic Support								
4000 Staffing Costs	1,393	12,214	20,742	8,528		8,528	58.9%	
4036 Stationery	0	14	200	186		186	7.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4044	Insurance	0	292	600	308		308	48.7%	
4050	Printing	320	565	1,315	750		750	43.0%	
4150	Chauffeur/travel costs	10	1,445	6,500	5,055		5,055	22.2%	
4151	Catering	143	4,813	7,950	3,137		3,137	60.5%	
4152	Civic Miscellaneous	463	2,842	4,015	1,173		1,173	70.8%	
4153	Chairman's Allowance	1,180	4,108	4,496	388		388	91.4%	
4154	Civic Regalia	13	550	3,060	2,510		2,510	18.0%	
6000	Admin Salaries Recharge	1,346	10,815	11,494	679		679	94.1%	
6005	Admin Overhead Recharge	480	4,074	4,109	35		35	99.1%	
6007	Grove House Recharge	128	776	646	(130)		(130)	120.1%	
6008	Grove Lodge Recharges	69	497	480	(17)		(17)	103.5%	
6010	Grounds Salaries Recharge	288	2,350	2,734	384		384	86.0%	
6015	Grounds Overhead Recharge	18	654	748	94		94	87.4%	
	Civic Support :- Indirect Expenditure	**5,850**	**46,009**	**69,089**	**23,080**	**0**	**23,080**	**66.6%**	**0**
	Net Expenditure	**(5,850)**	**(46,009)**	**(69,089)**	**(23,080)**				
108	Democratic Representation								
4013	Training	40	1,917	2,500	583		583	76.7%	
4018	Election Costs	0	38,869	15,000	(23,869)		(23,869)	259.1%	
6000	Admin Salaries Recharge	4,749	38,156	40,554	2,398		2,398	94.1%	
6005	Admin Overhead Recharge	1,695	14,378	14,498	120		120	99.2%	
6007	Grove House Recharge	716	4,340	3,614	(726)		(726)	120.1%	
6008	Grove Lodge Recharges	386	2,783	2,685	(98)		(98)	103.7%	
	Democratic Representation :- Indirect Expenditure	**7,586**	**100,443**	**78,851**	**(21,592)**	**0**	**(21,592)**	**127.4%**	**0**
	Net Expenditure	**(7,586)**	**(100,443)**	**(78,851)**	**21,592**				
110	Other Costs & Income								
1100	Miscellaneous Income	183	183	0	(183)			0.0%	
1178	NSC precept grant	0	2,007,277	2,007,277	0			100.0%	
1190	Bank Interest	367	3,191	3,000	(191)			106.4%	
1191	CIL Received	24,615	24,808	0	(24,808)			0.0%	
	Other Costs & Income :- Income	**25,165**	**2,035,458**	**2,010,277**	**(25,181)**			**101.3%**	**0**
4051	Bank Charges	241	2,150	3,000	850		850	71.7%	
4060	PWLB Interest repaid-Blakehay	0	6,519	6,678	159		159	97.6%	
4061	PWLB Capital repaid-Blakehay	0	12,000	12,000	0		0	100.0%	
4068	PWLB Interest repaid-Water Pk	0	5,400	5,400	0		0	100.0%	
4069	PWLB Capital repaid-Water Pk	0	14,959	14,959	(0)		(0)	100.0%	
	Other Costs & Income :- Indirect Expenditure	**241**	**41,028**	**42,037**	**1,009**	**0**	**1,009**	**97.6%**	**0**
	Net Income over Expenditure	**24,924**	**1,994,430**	**1,968,240**	**(26,190)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
111 Strategic Planning/Projects								
4013 Training	(40)	0	0	0		0	0.0%	
4049 Legal fees	540	6,185	10,000	3,815		3,815	61.9%	
4213 Development budget	0	140	1,000	860		860	14.0%	
6000 Admin Salaries Recharge	3,230	25,954	27,585	1,631		1,631	94.1%	
6005 Admin Overhead Recharge	1,153	9,779	9,862	83		83	99.2%	
6007 Grove House Recharge	142	858	715	(143)		(143)	120.0%	
6008 Grove Lodge Recharges	76	551	531	(20)		(20)	103.7%	
Strategic Planning/Projects :- Indirect Expenditure	**5,101**	**43,467**	**49,693**	**6,226**	**0**	**6,226**	**87.5%**	**0**
Net Expenditure	**(5,101)**	**(43,467)**	**(49,693)**	**(6,226)**				
120 Blakehay Central Costs								
4000 Staffing Costs	3,596	28,942	44,082	15,140		15,140	65.7%	
4013 Training	500	1,820	2,164	344		344	84.1%	
4014 P P E / Health & Safety	0	403	1,000	597		597	40.3%	
4019 Website Costs-TC	0	131	450	319		319	29.1%	
4030 Equipment Purchase	249	1,317	1,500	183		183	87.8%	
4031 Equipment - Rental	186	1,782	1,551	(231)		(231)	114.9%	
4034 Equipment Repairs	103	226	500	274		274	45.3%	
4035 Telephone	0	552	950	398		398	58.1%	
4044 Insurance	0	589	3,106	2,517		2,517	19.0%	
4102 NNDR	344	3,093	3,434	341		341	90.1%	
4104 Utilities - Water	0	314	1,600	1,286		1,286	19.6%	
4105 Utilities - Heat & Light	378	4,454	5,300	846		846	84.0%	
4109 Alarm system	(398)	290	500	210		210	58.0%	
4110 Cleaning	58	277	1,200	923		923	23.0%	
4111 Window Cleaning	75	225	310	85		85	72.6%	
4114 Refuse Removal	(967)	1,841	2,400	559		559	76.7%	
4131 Licenses	0	180	300	120		120	60.0%	
6000 Admin Salaries Recharge	1,750	14,060	14,942	882		882	94.1%	
6005 Admin Overhead Recharge	625	5,298	5,342	44		44	99.2%	
6007 Grove House Recharge	98	596	497	(99)		(99)	119.9%	
6008 Grove Lodge Recharges	53	383	369	(14)		(14)	103.9%	
6010 Grounds Salaries Recharge	153	1,253	1,457	204		204	86.0%	
6015 Grounds Overhead Recharge	10	349	398	49		49	87.8%	
Blakehay Central Costs :- Indirect Expenditure	**6,813**	**68,375**	**93,352**	**24,977**	**0**	**24,977**	**73.2%**	**0**
Net Expenditure	**(6,813)**	**(68,375)**	**(93,352)**	**(24,977)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
121 Blakehay -Auditorium								
1013 BH annual membership	0	110	50	(60)			220.0%	
1014 BH evening classes income	0	25	0	(25)			0.0%	
1090 Bookings	112	21,854	38,000	16,146			57.5%	
Blakehay -Auditorium :- Income	**112**	**21,989**	**38,050**	**16,061**			**57.8%**	**0**
4000 Staffing Costs	1,657	14,020	26,958	12,938		12,938	52.0%	
4039 Advertising & Marketing	80	2,407	6,625	4,218		4,218	36.3%	
4224 Blakehay Performing Rights	0	0	750	750		750	0.0%	
Blakehay -Auditorium :- Indirect Expenditure	**1,737**	**16,427**	**34,333**	**17,906**	**0**	**17,906**	**47.8%**	**0**
Net Income over Expenditure	**(1,625)**	**5,562**	**3,717**	**(1,845)**				
122 Blakehay - Upper Studio								
1014 BH evening classes income	175	825	1,800	975			45.8%	
1090 Bookings	1,386	8,698	10,000	1,302			87.0%	
Blakehay - Upper Studio :- Income	**1,561**	**9,523**	**11,800**	**2,277**			**80.7%**	**0**
4000 Staffing Costs	539	3,347	6,143	2,796		2,796	54.5%	
4141 BH evening classes expenditure	0	375	750	375		375	50.0%	
Blakehay - Upper Studio :- Indirect Expenditure	**539**	**3,722**	**6,893**	**3,171**	**0**	**3,171**	**54.0%**	**0**
Net Income over Expenditure	**1,022**	**5,801**	**4,907**	**(894)**				
123 Blakehay Bar								
1193 Blakehay Bar Events Hire	140	1,126	1,750	624			64.3%	
1194 Blakehay Bar Income	3,068	9,431	15,000	5,569			62.9%	
Blakehay Bar :- Income	**3,208**	**10,556**	**16,750**	**6,194**			**63.0%**	**0**
4000 Staffing Costs	635	4,439	13,301	8,862		8,862	33.4%	
4031 Equipment - Rental	312	1,450	2,574	1,124		1,124	56.3%	
4405 Blakehay Bar Expenditure	1,143	3,300	5,000	1,700		1,700	66.0%	
Blakehay Bar :- Indirect Expenditure	**2,089**	**9,190**	**20,875**	**11,685**	**0**	**11,685**	**44.0%**	**0**
Net Income over Expenditure	**1,118**	**1,367**	**(4,125)**	**(5,492)**				
124 Blakehay Box Office								
1105 Blakehay Box office income	(1,846)	7,347	10,000	2,653			73.5%	
Blakehay Box Office :- Income	**(1,846)**	**7,347**	**10,000**	**2,653**			**73.5%**	**0**
4000 Staffing Costs	1,599	13,650	15,075	1,425		1,425	90.5%	
4036 Stationery	14	381	800	419		419	47.6%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4136	Credit Card Chgs	0	50	528	478		478	9.5%	
	Blakehay Box Office :- Indirect Expenditure	**1,614**	**14,081**	**16,403**	**2,322**	**0**	**2,322**	**85.8%**	**0**
	Net Income over Expenditure	**(3,459)**	**(6,735)**	**(6,403)**	**332**				
125	Blakehay -Live Shows								
1106	Blakehay events income	6,334	16,420	30,000	13,581			54.7%	
	Blakehay -Live Shows :- Income	**6,334**	**16,420**	**30,000**	**13,581**			**54.7%**	**0**
4016	Show costs	3,463	16,784	20,000	3,216		3,216	83.9%	
4039	Advertising & Marketing	0	2,074	5,000	2,926		2,926	41.5%	
	Blakehay -Live Shows :- Indirect Expenditure	**3,463**	**18,858**	**25,000**	**6,142**	**0**	**6,142**	**75.4%**	**0**
	Net Income over Expenditure	**2,872**	**(2,438)**	**5,000**	**7,438**				
140	Museum Central Costs								
1034	Grant funding	27,400	31,169	0	(31,169)			0.0%	
1100	Miscellaneous Income	750	4,249	7,500	3,251			56.6%	
1122	Fundraising	145	245	0	(245)			0.0%	
	Museum Central Costs :- Income	**28,295**	**35,662**	**7,500**	**(28,162)**			**475.5%**	**0**
4000	Staffing Costs	9,111	70,787	104,790	34,003		34,003	67.6%	
4012	Travel & Subsistence Expenses	20	292	200	(92)		(92)	146.2%	
4013	Training	609	2,970	4,743	1,773		1,773	62.6%	
4014	P P E / Health & Safety	44	337	1,000	663		663	33.7%	
4019	Website Costs-TC	0	12	600	588		588	2.1%	
4030	Equipment Purchase	(11)	1,241	1,200	(41)		(41)	103.4%	
4031	Equipment - Rental	22	819	1,227	408		408	66.8%	
4034	Equipment Repairs	0	400	200	(200)		(200)	200.0%	
4035	Telephone	0	803	1,947	1,144		1,144	41.2%	
4036	Stationery	224	773	750	(23)		(23)	103.1%	
4039	Advertising & Marketing	20	4,316	5,000	684		684	86.3%	
4041	Fees, Subs and Conferences	16	54	150	96		96	35.8%	
4044	Insurance	0	1,380	6,000	4,620		4,620	23.0%	
4102	NNDR	5,242	48,734	52,398	3,664		3,664	93.0%	
4104	Utilities - Water	0	163	2,500	2,337		2,337	6.5%	
4105	Utilities - Heat & Light	922	8,242	9,483	1,241		1,241	86.9%	
4109	Alarm system	(600)	485	500	15		15	97.0%	
4110	Cleaning	888	7,263	14,000	6,737		6,737	51.9%	
4111	Window Cleaning	0	350	600	250		250	58.3%	
4114	Refuse Removal	(793)	2,392	2,500	108		108	95.7%	
4131	Licenses	42	1,248	875	(373)		(373)	142.7%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4136	Credit Card Chgs	(24)	0	0	0		0	0.0%	
4161	Volunteer Training	382	557	1,165	609		609	47.8%	
4214	Somerset County Council - SLA	0	0	68,092	68,092		68,092	0.0%	
6000	Admin Salaries Recharge	2,440	19,607	20,841	1,234		1,234	94.1%	
6005	Admin Overhead Recharge	871	7,387	7,451	64		64	99.1%	
6007	Grove House Recharge	349	2,115	1,761	(354)		(354)	120.1%	
6008	Grove Lodge Recharges	188	1,357	1,308	(49)		(49)	103.8%	
6010	Grounds Salaries Recharge	134	1,097	1,277	180		180	85.9%	
6015	Grounds Overhead Recharge	9	304	349	45		45	87.2%	
	Museum Central Costs :- Indirect Expenditure	**20,104**	**185,486**	**312,907**	**127,421**	**0**	**127,421**	**59.3%**	**0**
	Net Income over Expenditure	**8,191**	**(149,824)**	**(305,407)**	**(155,583)**				
<u>141</u>	<u>Museum Learning and Events</u>								
1006	Museum Learning Room Hire	417	3,535	7,000	3,465			50.5%	
1007	Museum HLF support fund (LE)	0	0	7,317	7,317			0.0%	
1008	Museum handling box hire	53	589	1,800	1,211			32.7%	
1103	Other event misc income	117	651	4,130	3,479			15.8%	
	Museum Learning and Events :- Income	**586**	**4,775**	**20,247**	**15,472**			**23.6%**	**0**
4000	Staffing Costs	2,140	19,279	34,839	15,560		15,560	55.3%	
4020	Learning/Event education equip	38	471	3,000	2,529		2,529	15.7%	
4039	Advertising & Marketing	0	225	1,200	975		975	18.8%	
4058	Learning/Events Museum events	350	470	3,000	2,530		2,530	15.7%	
	Museum Learning and Events :- Indirect Expenditure	**2,527**	**20,446**	**42,039**	**21,593**	**0**	**21,593**	**48.6%**	**0**
	Net Income over Expenditure	**(1,941)**	**(15,671)**	**(21,792)**	**(6,121)**				
<u>142</u>	<u>Museum Cafe</u>								
1004	Cafe Sales	5,692	34,445	44,662	10,217			77.1%	
	Museum Cafe :- Income	**5,692**	**34,445**	**44,662**	**10,217**			**77.1%**	**0**
4000	Staffing Costs	3,281	26,968	36,597	9,629		9,629	73.7%	
4014	P P E / Health & Safety	386	1,462	1,200	(262)		(262)	121.9%	
4017	Museum cafe equip rental	0	912	2,316	1,404		1,404	39.4%	
4039	Advertising & Marketing	0	452	1,000	548		548	45.2%	
4110	Cleaning	43	585	750	165		165	78.1%	
4114	Refuse Removal	24	679	562	(117)		(117)	120.7%	
4151	Catering	(386)	201	500	299		299	40.2%	
4406	Bar Stock	495	2,271	0	(2,271)		(2,271)	0.0%	
4407	Museum cafe stock	800	9,422	10,682	1,260		1,260	88.2%	
	Museum Cafe :- Indirect Expenditure	**4,643**	**42,953**	**53,607**	**10,654**	**0**	**10,654**	**80.1%**	**0**
	Net Income over Expenditure	**1,049**	**(8,508)**	**(8,945)**	**(437)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
143 Museum shop/retail								
1005 Museum Shop Sales	535	8,135	18,000	9,865			45.2%	
1006 Museum Learning Room Hire	(85)	0	0	0			0.0%	
1009 Museum sale or return comm	574	2,659	300	(2,359)			886.4%	
Museum shop/retail :- Income	1,024	10,794	18,300	7,506			59.0%	0
4136 Credit Card Chgs	43	139	312	173		173	44.7%	
4408 Museum shop stock	35	5,918	7,000	1,082		1,082	84.5%	
Museum shop/retail :- Indirect Expenditure	78	6,057	7,312	1,255	0	1,255	82.8%	0
Net Income over Expenditure	946	4,736	10,988	6,252				
144 Museum Temporary Gallery								
4039 Advertising & Marketing	180	455	3,000	2,545		2,545	15.2%	
Museum Temporary Gallery :- Indirect Expenditure	180	455	3,000	2,545	0	2,545	15.2%	0
Net Expenditure	(180)	(455)	(3,000)	(2,545)				
145 Museum Function								
1006 Museum Learning Room Hire	50	0	0	0			0.0%	
1100 Miscellaneous Income	(142)	0	0	0			0.0%	
1104 Function Income	1,016	8,222	8,380	158			98.1%	
Museum Function :- Income	924	8,222	8,380	158			98.1%	0
4030 Equipment Purchase	113	450	500	50		50	90.0%	
4039 Advertising & Marketing	0	2,238	3,500	1,262		1,262	64.0%	
Museum Function :- Indirect Expenditure	113	2,688	4,000	1,312	0	1,312	67.2%	0
Net Income over Expenditure	811	5,533	4,380	(1,153)				
199 Capital Projects								
4103 Capital project	0	0	30,164	30,164		30,164	0.0%	
Capital Projects :- Indirect Expenditure	0	0	30,164	30,164	0	30,164	0.0%	0
Net Expenditure	0	0	(30,164)	(30,164)				
300 Planning								
6000 Admin Salaries Recharge	838	6,733	7,156	423		423	94.1%	
6005 Admin Overhead Recharge	299	2,537	2,558	21		21	99.2%	
6007 Grove House Recharge	93	563	469	(94)		(94)	120.1%	
6008 Grove Lodge Recharges	50	362	349	(13)		(13)	103.7%	
Planning :- Indirect Expenditure	1,280	10,196	10,532	336	0	336	96.8%	0
Net Expenditure	(1,280)	(10,196)	(10,532)	(336)				

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Detailed Income & Expenditure by Budget Heading 30/11/2019

Month No: 8 Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400 Central Grounds Maintenance								
4000 Staffing Costs	16,028	139,542	218,237	78,695		78,695	63.9%	
4001 Salaries - Agency	0	0	0	0		0	0.0%	
4013 Training	0	1,163	3,114	1,951		1,951	37.3%	
4014 P P E / Health & Safety	212	1,740	2,500	760		760	69.6%	
4015 SLA Somerset	4,411	8,823	13,234	4,411		4,411	66.7%	
4025 Vehicle Maintenance	2,176	3,506	2,000	(1,506)		(1,506)	175.3%	
4026 Petrol / Diesel	693	3,412	5,500	2,088		2,088	62.0%	
4030 Equipment Purchase	135	2,219	4,300	2,081		2,081	51.6%	
4031 Equipment - Rental	885	8,586	10,503	1,917		1,917	81.8%	
4034 Equipment Repairs	290	1,716	2,000	284		284	85.8%	
4035 Telephone	71	437	1,300	863		863	33.6%	
4044 Insurance	0	4,151	6,119	1,968		1,968	67.8%	
4107 IT Support & Upgrade	0	200	6,126	5,926		5,926	3.3%	
4110 Cleaning	(8)	0	0	0		0	0.0%	
4114 Refuse Removal	40	3,544	3,000	(544)		(544)	118.1%	
6020 Allocation to Cost Centres	(18,313)	(180,472)	(208,449)	(27,977)		(27,977)	86.6%	
Central Grounds Maintenance :- Indirect Expenditure	**6,620**	**(1,433)**	**69,484**	**70,917**	**0**	**70,917**	**(2.1%)**	**0**
Net Expenditure	**(6,620)**	**1,433**	**(69,484)**	**(70,917)**				
403 Allotments								
1000 Allotment Rents	0	0	600	600			0.0%	
Allotments :- Income	**0**	**0**	**600**	**600**			**0.0%**	**0**
4108 Building / Maintenance	38	542	4,000	3,458		3,458	13.6%	
4132 Rent	0	100	600	500		500	16.7%	
6000 Admin Salaries Recharge	335	2,692	2,863	171		171	94.0%	
6005 Admin Overhead Recharge	120	1,016	1,024	8		8	99.2%	
6007 Grove House Recharge	19	115	95	(20)		(20)	120.9%	
6008 Grove Lodge Recharges	10	57	71	14		14	80.3%	
6010 Grounds Salaries Recharge	727	5,939	6,907	968		968	86.0%	
6015 Grounds Overhead Recharge	46	1,651	1,889	238		238	87.4%	
Allotments :- Indirect Expenditure	**1,295**	**12,112**	**17,449**	**5,337**	**0**	**5,337**	**69.4%**	**0**
Net Income over Expenditure	**(1,295)**	**(12,112)**	**(16,849)**	**(4,737)**				
420 Milton Road Cemetery								
1010 Interments	2,474	33,680	45,000	11,320			74.8%	
1011 Memorials	120	4,464	5,500	1,036			81.2%	
1100 Miscellaneous Income	275	2,081	2,000	(81)			104.0%	
Milton Road Cemetery :- Income	**2,869**	**40,225**	**52,500**	**12,275**			**76.6%**	**0**

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4034 Equipment Repairs	0	449	2,000	1,551		1,551	22.4%	
4039 Advertising & Marketing	0	520	750	230		230	69.3%	
4054 Grave Digging	500	5,100	12,500	7,400		7,400	40.8%	
4055 Memorials	858	6,307	7,200	893		893	87.6%	
4102 NNDR	317	2,853	3,250	397		397	87.8%	
4104 Utilities - Water	170	245	475	230		230	51.5%	
4105 Utilities - Heat & Light	28	253	420	167		167	60.3%	
4109 Alarm system	74	329	250	(79)		(79)	131.6%	
4110 Cleaning	0	0	100	100		100	0.0%	
4111 Window Cleaning	25	100	150	50		50	66.7%	
6000 Admin Salaries Recharge	1,072	8,610	9,152	542		542	94.1%	
6005 Admin Overhead Recharge	383	3,246	3,272	26		26	99.2%	
6007 Grove House Recharge	80	485	404	(81)		(81)	120.1%	
6008 Grove Lodge Recharges	43	311	300	(11)		(11)	103.8%	
6010 Grounds Salaries Recharge	8,360	68,970	79,482	10,512		10,512	86.8%	
6015 Grounds Overhead Recharge	532	18,990	21,742	2,752		2,752	87.3%	
Milton Road Cemetery :- Indirect Expenditure	**12,442**	**116,768**	**141,447**	**24,679**	**0**	**24,679**	**82.6%**	**0**
Net Income over Expenditure	**(9,573)**	**(76,543)**	**(88,947)**	**(12,404)**				
451 Youth Activities								
4057 Youth Council Budget	0	0	500	500		500	0.0%	
4142 YMCA SLA	0	47,370	63,160	15,790		15,790	75.0%	
4219 Youth Grants	0	1,750	3,000	1,250		1,250	58.3%	
6000 Admin Salaries Recharge	640	5,141	5,465	324		324	94.1%	
6005 Admin Overhead Recharge	228	1,936	1,954	18		18	99.1%	
6007 Grove House Recharge	17	103	85	(18)		(18)	121.4%	
6008 Grove Lodge Recharges	10	66	63	(3)		(3)	104.7%	
Youth Activities :- Indirect Expenditure	**895**	**56,367**	**74,227**	**17,860**	**0**	**17,860**	**75.9%**	**0**
Net Expenditure	**(895)**	**(56,367)**	**(74,227)**	**(17,860)**				
460 Street Furniture								
4115 Dogbin purchase	0	2,505	1,500	(1,005)		(1,005)	167.0%	
4116 Dogbin Emptying	1,570	15,789	15,462	(327)		(327)	102.1%	
4119 Notice Boards	0	0	1,500	1,500		1,500	0.0%	
4120 Bus Shelter Cleaning / Graffit	132	528	1,000	472		472	52.8%	
4133 Bus Shelter - Repairs	0	0	1,500	1,500		1,500	0.0%	
4157 Prince Wales Clock/welcome sig	12	531	500	(31)		(31)	106.1%	
6000 Admin Salaries Recharge	1,046	8,406	8,935	529		529	94.1%	
6005 Admin Overhead Recharge	373	3,166	3,194	28		28	99.1%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6007	Grove House Recharge	52	313	261	(52)		(52)	119.9%	
6008	Grove Lodge Recharges	28	201	194	(7)		(7)	103.5%	
6010	Grounds Salaries Recharge	535	4,378	5,091	713		713	86.0%	
6015	Grounds Overhead Recharge	34	1,216	1,393	177		177	87.3%	
	Street Furniture :- Indirect Expenditure	**3,781**	**37,033**	**40,530**	**3,497**	**0**	**3,497**	**91.4%**	**0**
	Net Expenditure	**(3,781)**	**(37,033)**	**(40,530)**	**(3,497)**				
470	Parks & Play Areas								
1076	Water Play Area Kiosk Income	0	3,000	9,500	6,500			31.6%	
1077	Water Park Admissions	0	40,714	40,000	(714)			101.8%	
	Parks & Play Areas :- Income	**0**	**43,714**	**49,500**	**5,786**			**88.3%**	**0**
4030	Equipment Purchase	(0)	0	0	0		0	0.0%	
4034	Equipment Repairs	18	0	0	0		0	0.0%	
4039	Advertising & Marketing	0	300	550	250		250	54.5%	
4102	NNDR	44	398	439	41		41	90.6%	
4104	Utilities - Water	0	1,444	4,120	2,676		2,676	35.1%	
4105	Utilities - Heat & Light	0	4,816	7,696	2,880		2,880	62.6%	
4114	Refuse Removal	0	0	200	200		200	0.0%	
4138	Water Play Area Rent	727	6,084	8,632	2,548		2,548	70.5%	
4139	Water Play Maint-splash only	0	0	0	0		0	0.0%	
4140	Recreation Grounds	39,030	112,072	82,171	(29,901)		(29,901)	136.4%	
4300	Parks&Play Area EMRRP Holding	0	0	124,135	124,135		124,135	0.0%	
4301	Ashcombe Park Lower	0	24	24	0		0	99.5%	
4302	Ashcombe Park Upper	0	(862)	(862)	0		0	100.0%	
4303	Broadway Play	0	9	9	0		0	96.8%	
4304	Broadway Skate Park	0	9	9	0		0	96.8%	
4305	Byron Rec	0	118	118	0		0	99.8%	
4306	Castle Batch Lower	0	(605)	(604)	1		1	100.1%	
4307	Canberra Road	0	1,029	1,028	(1)		(1)	100.1%	
4308	Clarence Park	134	143	442	300		300	32.3%	
4309	Conniston Green	0	2,969	28,535	25,566		25,566	10.4%	
4310	Ellenborough Park East	378	538	538	0		0	99.9%	
4311	Grove Park	0	9	9	0		0	96.9%	
4312	Hutton Moor Skate Park	0	9	8	(1)		(1)	109.0%	
4313	Jubilee Park	0	(147)	(146)	1		1	100.4%	
4314	Locking Castle (Maltlands)	0	9	8	(1)		(1)	108.9%	
4315	Lynch Farm	0	9	8	(1)		(1)	108.9%	
4316	Millennium Green	52	126	126	0		0	99.8%	
4317	Uphill Junior Play Area	0	9	9	0		0	96.8%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4318	Uphill Toddler Play Area	162	301	301	0		0	99.9%	
4319	Water Adventure Play Park	322	11,793	45,824	34,030		34,030	25.7%	
4320	Worle Recreation Ground	0	447	447	(0)		(0)	100.1%	
4321	Wyvern Close	0	9	34	26		26	25.3%	
6000	Admin Salaries Recharge	1,300	10,448	11,104	656		656	94.1%	
6005	Admin Overhead Recharge	464	3,936	3,969	33		33	99.2%	
6007	Grove House Recharge	68	410	342	(68)		(68)	119.8%	
6008	Grove Lodge Recharges	37	264	254	(10)		(10)	103.8%	
6010	Grounds Salaries Recharge	4,611	37,688	43,833	6,145		6,145	86.0%	
6015	Grounds Overhead Recharge	294	10,472	11,990	1,518		1,518	87.3%	
	Parks & Play Areas :- Indirect Expenditure	**47,642**	**204,274**	**375,300**	**171,026**	**0**	**171,026**	**54.4%**	**0**
	Net Income over Expenditure	**(47,642)**	**(160,560)**	**(325,800)**	**(165,240)**				
475	Planned maintenance								
4231	Planned maint holding budget	(678)	(181)	47,301	47,482		47,482	(0.4%)	
4232	Allotments PPM	0	75	75	0		0	100.0%	
4233	Blakehay PPM	5,116	23,799	24,022	223		223	99.1%	
4234	Museum PPM	2,485	6,394	6,426	33		33	99.5%	
4235	Cemetery PPM	640	1,984	2,406	423		423	82.4%	
4236	Parks & play areas PPM	0	3,444	3,400	(44)		(44)	101.3%	
4237	Grove House PPM	164	4,769	5,224	454		454	91.3%	
4238	Grove Lodge PPM	0	11,525	11,654	128		128	98.9%	
4239	Chapel/hut/toilets/shed PPM	0	848	848	0		0	100.0%	
4240	Public toilets	629	8,120	8,600	479		479	94.4%	
4241	VIC PPM	0	0	44	44		44	0.0%	
6000	Admin Salaries Recharge	1,478	11,874	12,621	747		747	94.1%	
6005	Admin Overhead Recharge	890	7,551	7,613	62		62	99.2%	
6007	Grove House Recharge	211	1,277	1,064	(213)		(213)	120.0%	
6008	Grove Lodge Recharges	114	821	791	(30)		(30)	103.7%	
	Planned maintenance :- Indirect Expenditure	**11,049**	**82,300**	**132,089**	**49,789**	**0**	**49,789**	**62.3%**	**0**
	Net Expenditure	**(11,049)**	**(82,300)**	**(132,089)**	**(49,789)**				
480	Tourism & Marketing								
4019	Website Costs-TC	0	0	550	550		550	0.0%	
4037	Publicity	0	698	3,700	3,002		3,002	18.9%	
	Tourism & Marketing :- Indirect Expenditure	**0**	**698**	**4,250**	**3,552**	**0**	**3,552**	**16.4%**	**0**
	Net Expenditure	**0**	**(698)**	**(4,250)**	**(3,552)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
481 Tourism Love Weston / Dest Mar								
1040 VIC Advertising Income	1,465	19,561	25,000	5,439			78.2%	
Tourism Love Weston / Dest Mar :- Income	1,465	19,561	25,000	5,439			78.2%	0
4000 Staffing Costs	3,763	28,944	47,633	18,689		18,689	60.8%	
4039 Advertising & Marketing	195	19,042	25,000	5,958		5,958	76.2%	
4062 Tourism-Love Weston website	(3,656)	9,440	11,250	1,810		1,810	83.9%	
Tourism Love Weston / Dest Mar :- Indirect Expenditure	303	57,426	83,883	26,457	0	26,457	68.5%	0
Net Income over Expenditure	1,162	(37,865)	(58,883)	(21,018)				
482 Tourism VIC costs								
1040 VIC Advertising Income	100	2,000	500	(1,500)			400.0%	
1043 VIC Retail/Shop Income	(280)	13,038	14,000	962			93.1%	
1044 VIC Ticket sales	91	273	100	(173)			273.3%	
Tourism VIC costs :- Income	(89)	15,312	14,600	(712)			104.9%	0
4000 Staffing Costs	0	30,197	27,198	(2,999)		(2,999)	111.0%	
4013 Training	0	934	2,830	1,896		1,896	33.0%	
4031 Equipment - Rental	0	0	492	492		492	0.0%	
4035 Telephone	49	400	686	286		286	58.3%	
4036 Stationery	4	407	500	93		93	81.3%	
4039 Advertising & Marketing	0	2,589	2,500	(89)		(89)	103.5%	
4102 NNDR	0	0	3,533	3,533		3,533	0.0%	
4104 Utilities - Water	0	0	600	600		600	0.0%	
4105 Utilities - Heat & Light	0	0	1,200	1,200		1,200	0.0%	
4209 TIC -equipment purchase	0	706	1,000	294		294	70.6%	
4211 TIC running costs	20	475	500	25		25	94.9%	
4225 VIC Stock	0	7,928	7,000	(928)		(928)	113.3%	
6000 Admin Salaries Recharge	2,494	20,037	21,296	1,259		1,259	94.1%	
6005 Admin Overhead Recharge	528	4,476	4,512	36		36	99.2%	
6007 Grove House Recharge	179	1,084	901	(183)		(183)	120.3%	
6008 Grove Lodge Recharges	96	694	237	(457)		(457)	292.7%	
Tourism VIC costs :- Indirect Expenditure	3,370	69,925	74,985	5,060	0	5,060	93.3%	0
Net Income over Expenditure	(3,459)	(54,614)	(60,385)	(5,771)				
485 PublicToilets								
1080 Toilet income	227	3,752	6,200	2,448			60.5%	
PublicToilets :- Income	227	3,752	6,200	2,448			60.5%	0
4044 Insurance	0	322	0	(322)		(322)	0.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4102	NNDR	628	5,612	7,865	2,253		2,253	71.4%	
4104	Utilities - Water	0	737	2,366	1,629		1,629	31.1%	
4105	Utilities - Heat & Light	436	1,512	2,620	1,108		1,108	57.7%	
4110	Cleaning	3,052	24,414	41,853	17,439		17,439	58.3%	
4135	Community Investment	0	0	2,000	2,000		2,000	0.0%	
6000	Admin Salaries Recharge	1,173	9,425	10,019	594		594	94.1%	
6005	Admin Overhead Recharge	419	3,552	3,582	30		30	99.2%	
6007	Grove House Recharge	63	383	320	(63)		(63)	119.8%	
6008	Grove Lodge Recharges	34	246	669	423		423	36.8%	
6010	Grounds Salaries Recharge	553	4,518	5,254	736		736	86.0%	
6015	Grounds Overhead Recharge	35	1,257	1,437	180		180	87.5%	
	PublicToilets :- Indirect Expenditure	**6,392**	**51,978**	**77,985**	**26,008**	**0**	**26,008**	**66.7%**	**0**
	Net Income over Expenditure	**(6,166)**	**(48,225)**	**(71,785)**	**(23,560)**				
500	HLF								
4813	A/C-EM reminiscence boxes	0	26	0	(26)		(26)	0.0%	
	HLF :- Indirect Expenditure	**0**	**26**	**0**	**(26)**	**0**	**(26)**		**0**
	Net Expenditure	**0**	**(26)**	**0**	**26**				
801	Earmarked Reserves								
8001	EMR Armed forces affiliation	0	0	3,762	3,762		3,762	0.0%	
8002	EMR Park & Play Area Refurb	0	9,000	9,000	0		0	100.0%	
8003	EMR Elections	0	25,657	25,657	0		0	100.0%	
8004	EMR Blakehay Live Shows	0	0	5,350	5,350		5,350	0.0%	
8005	EMR Skatepark	0	2,291	2,291	(0)		(0)	100.0%	
8008	EMR Milton Road Cemetery	0	0	2,016	2,016		2,016	0.0%	
8009	EMR Buy a block phase 2	(167)	(266)	226	492		492	(117.5%)	
8011	EMR Blakehay	(156)	(162)	1,717	1,879		1,879	(9.4%)	
8012	EMR Tourism (Digital)	0	0	4,500	4,500		4,500	0.0%	
8014	EMR Mus cap fund (NSC)-noting	2,028	6,109	76,149	70,040		70,040	8.0%	
8017	EMR Grit Bins/ street furnitur	0	0	3,900	3,900		3,900	0.0%	
8018	CAPITAL RESERVE	0	1,450	45,175	43,725		43,725	3.2%	
8019	EMR Old Mill Way	0	383	20,951	20,569		20,569	1.8%	
8020	PPM-essential compliance	0	0	14,599	14,599		14,599	0.0%	
8021	EMR Arts Council grants	0	2,634	5,571	2,937		2,937	47.3%	
	Earmarked Reserves :- Indirect Expenditure	**1,705**	**47,096**	**220,864**	**173,768**	**0**	**173,768**	**21.3%**	**0**
	Net Expenditure	**(1,705)**	**(47,096)**	**(220,864)**	**(173,768)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	75,527	2,317,754	2,364,366	46,612			98.0%	
Expenditure	165,316	1,567,207	2,585,230	1,018,023	0	1,018,023	60.6%	
Net Income over Expenditure	(89,788)	750,548	(220,864)	(971,411)				
Movement to/(from) Gen Reserve	(89,788)	750,548						

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102	Central Administration								
4000	Staffing Costs	28,075	232,120	289,155	57,035		57,035	80.3%	
4006	Moorepay/IT payroll HR softwar	0	2,639	2,500	(139)		(139)	105.6%	
4007	Personnel Consultants	0	1,750	1,789	39		39	97.8%	
4008	CRB Checks/staff services	(40)	831	1,600	769		769	51.9%	
4009	Health & Safety Consultant	0	2,268	2,413	145		145	94.0%	
4012	Travel & Subsistence Expenses	161	489	650	161		161	75.2%	
4013	Training	800	5,369	8,317	2,948		2,948	64.6%	
4030	Equipment Purchase	0	494	500	6		6	98.8%	
4031	Equipment - Rental	756	5,964	5,134	(830)		(830)	116.2%	
4034	Equipment Repairs	0	155	500	345		345	31.0%	
4035	Telephone	436	3,848	6,868	3,020		3,020	56.0%	
4036	Stationery	85	2,344	3,000	656		656	78.1%	
4038	Recruitment / Advertising	2,613	6,276	3,000	(3,276)		(3,276)	209.2%	
4040	Audit & Accountancy	0	4,894	6,000	1,107		1,107	81.6%	
4041	Fees, Subs and Conferences	(2)	1,568	4,000	2,432		2,432	39.2%	
4042	Postages	280	2,988	2,460	(528)		(528)	121.5%	
4043	Ink Cartridges/printing	0	632	600	(32)		(32)	105.3%	
4044	Insurance	(4,413)	5,858	20,341	14,483		14,483	28.8%	
4049	Legal fees	35	1,454	5,000	3,546		3,546	29.1%	
4107	IT Support & Upgrade	1,917	21,275	26,500	5,225		5,225	80.3%	
4151	Catering	(30)	2,377	2,200	(177)		(177)	108.0%	
6020	Allocation to Cost Centres	(24,669)	(305,592)	(294,396)	11,196		11,196	103.8%	
	Central Administration :- Indirect Expenditure	**6,004**	**0**	**98,131**	**98,131**	**0**	**98,131**	**0.0%**	**0**
	Net Expenditure	**(6,004)**	**(0)**	**(98,131)**	**(98,131)**				
103	Grove House								
4030	Equipment Purchase	29	767	1,000	233		233	76.7%	
4102	NNDR	528	5,440	5,274	(166)		(166)	103.1%	
4104	Utilities - Water	0	78	250	172		172	31.1%	
4105	Utilities - Heat & Light	468	3,204	3,257	53		53	98.4%	
4109	Alarm system	50	613	500	(113)		(113)	122.5%	
4110	Cleaning	52	3,282	4,775	1,493		1,493	68.7%	
4111	Window Cleaning	(12)	90	113	23		23	79.6%	
4114	Refuse Removal	75	1,046	1,000	(46)		(46)	104.6%	
6020	Allocation to Cost Centres	(663)	(14,520)	(11,554)	2,966		2,966	125.7%	
	Grove House :- Indirect Expenditure	**526**	**(2)**	**4,615**	**4,617**	**0**	**4,617**	**0.0%**	**0**
	Net Expenditure	**(526)**	**2**	**(4,615)**	**(4,617)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104 Grove Lodge								
4102 NNDR	221	2,210	2,208	(2)		(2)	100.1%	
4104 Utilities - Water	37	329	300	(29)		(29)	109.8%	
4105 Utilities - Heat & Light	191	855	1,409	554		554	60.7%	
4109 Alarm system	240	647	200	(447)		(447)	323.5%	
4110 Cleaning	0	2,322	2,500	178		178	92.9%	
4111 Window Cleaning	0	90	113	23		23	79.6%	
4132 Rent	0	2,917	5,000	2,083		2,083	58.3%	
6020 Allocation to Cost Centres	(466)	(9,367)	(8,582)	785		785	109.1%	
Grove Lodge :- Indirect Expenditure	**223**	**2**	**3,148**	**3,146**	**0**	**3,146**	**0.0%**	**0**
Net Expenditure	**(223)**	**(2)**	**(3,148)**	**(3,146)**				
105 Community Services								
1111 Simon West Eve Event AFD	0	(2,510)	0	2,510		2,510	0.0%	
4158 Weston in Bloom	0	18,309	19,000	691		691	96.4%	
4200 Small grants to Voluntary Orgs	0	4,250	7,500	3,250		3,250	56.7%	
4204 VANS	0	3,000	3,000	0		0	100.0%	
4208 Christmas Lights - SLA	0	25	36,291	36,266		36,266	0.1%	
4210 Weston Town Centre Co SLA	0	17,844	17,844	0		0	100.0%	
4212 CCTV (NSC)	0	81,600	80,844	(756)		(756)	100.9%	
4215 Uphill Church lights	350	350	350	0		0	100.0%	
4218 Flower Beds	0	6,472	7,369	897		897	87.8%	
4221 Citizens Advice Bureau	0	12,500	12,500	0		0	100.0%	
4223 Community Events	0	2,100	6,500	4,400		4,400	32.3%	
4228 Blue Plaques	0	1,559	1,000	(559)		(559)	155.9%	
4229 Armed Forces Celebrations	150	8,997	9,000	3		3	100.0%	
4864 Homeless Support Fund	0	18,750	25,000	6,250		6,250	75.0%	
6000 Admin Salaries Recharge	1,662	13,740	12,838	(902)		(902)	107.0%	
6005 Admin Overhead Recharge	(202)	4,351	4,590	239		239	94.8%	
6007 Grove House Recharge	22	477	379	(98)		(98)	125.7%	
6008 Grove Lodge Recharges	15	307	281	(26)		(26)	109.3%	
6010 Grounds Salaries Recharge	1,938	17,109	17,644	535		535	97.0%	
6015 Grounds Overhead Recharge	71	4,286	4,826	540		540	88.8%	
Community Services :- Indirect Expenditure	**4,006**	**213,515**	**266,756**	**53,241**	**0**	**53,241**	**80.0%**	**0**
Net Expenditure	**(4,006)**	**(213,515)**	**(266,756)**	**(53,241)**				
107 Civic Support								
4000 Staffing Costs	1,666	13,880	20,742	6,862		6,862	66.9%	
4036 Stationery	0	14	200	186		186	7.0%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4044 Insurance	(146)	146	600	454		454	24.4%	
4050 Printing	0	565	1,315	750		750	43.0%	
4150 Chauffeur/travel costs	298	1,743	6,500	4,757		4,757	26.8%	
4151 Catering	483	5,296	7,950	2,654		2,654	66.6%	
4152 Civic Miscellaneous	0	2,842	4,015	1,173		1,173	70.8%	
4153 Chairman's Allowance	0	4,108	4,496	388		388	91.4%	
4154 Civic Regalia	0	550	3,060	2,510		2,510	18.0%	
6000 Admin Salaries Recharge	1,488	12,303	11,494	(809)		(809)	107.0%	
6005 Admin Overhead Recharge	(181)	3,893	4,109	216		216	94.7%	
6007 Grove House Recharge	37	813	646	(167)		(167)	125.8%	
6008 Grove Lodge Recharges	26	523	480	(43)		(43)	109.0%	
6010 Grounds Salaries Recharge	300	2,650	2,734	84		84	96.9%	
6015 Grounds Overhead Recharge	11	665	748	83		83	88.9%	
Civic Support :- Indirect Expenditure	**3,982**	**49,991**	**69,089**	**19,099**	**0**	**19,099**	**72.4%**	**0**
Net Expenditure	**(3,982)**	**(49,991)**	**(69,089)**	**(19,099)**				
108 Democratic Representation								
4013 Training	554	2,471	2,500	29		29	98.9%	
4018 Election Costs	0	38,869	15,000	(23,869)		(23,869)	259.1%	
6000 Admin Salaries Recharge	5,250	43,406	40,554	(2,852)		(2,852)	107.0%	
6005 Admin Overhead Recharge	(637)	13,741	14,498	757		757	94.8%	
6007 Grove House Recharge	207	4,547	3,614	(933)		(933)	125.8%	
6008 Grove Lodge Recharges	146	2,929	2,685	(244)		(244)	109.1%	
Democratic Representation :- Indirect Expenditure	**5,520**	**105,963**	**78,851**	**(27,112)**	**0**	**(27,112)**	**134.4%**	**0**
Net Expenditure	**(5,520)**	**(105,963)**	**(78,851)**	**27,112**				
110 Other Costs & Income								
1100 Miscellaneous Income	0	183	0	(183)			0.0%	
1176 NSC precept grant	0	2,007,277	2,007,277	0			100.0%	
1190 Bank Interest	355	3,546	3,000	(546)			118.2%	
1191 CIL Received	0	24,808	0	(24,808)			0.0%	
Other Costs & Income :- Income	**355**	**2,035,813**	**2,010,277**	**(25,536)**			**101.3%**	**0**
4051 Bank Charges	268	2,418	3,000	582		582	80.6%	
4060 PWLB Interest repaid-Blakehay	0	6,519	6,678	159		159	97.6%	
4061 PWLB Capital repaid-Blakehay	0	12,000	12,000	0		0	100.0%	
4068 PWLB Interest repaid-Water Pk	0	5,400	5,400	0		0	100.0%	
4069 PWLB Capital repaid-Water Pk	0	14,959	14,959	(0)		(0)	100.0%	
Other Costs & Income :- Indirect Expenditure	**268**	**41,296**	**42,037**	**741**	**0**	**741**	**98.2%**	**0**
Net Income over Expenditure	**87**	**1,994,518**	**1,968,240**	**(26,278)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
111	Strategic Planning/Projects								
4049	Legal fees	0	6,185	10,000	3,815		3,815	61.9%	
4213	Development budget	854	994	1,000	6		6	99.4%	
6000	Admin Salaries Recharge	3,571	29,525	27,585	(1,940)		(1,940)	107.0%	
6005	Admin Overhead Recharge	(433)	9,346	9,862	516		516	94.8%	
6007	Grove House Recharge	41	899	715	(184)		(184)	125.7%	
6008	Grove Lodge Recharges	29	580	531	(49)		(49)	109.2%	
	Strategic Planning/Projects :- Indirect Expenditure	**4,062**	**47,529**	**49,693**	**2,164**	**0**	**2,164**	**95.6%**	**0**
	Net Expenditure	**(4,062)**	**(47,529)**	**(49,693)**	**(2,164)**				
120	Blakehay Central Costs								
4000	Staffing Costs	3,730	32,672	44,082	11,411		11,411	74.1%	
4013	Training	0	1,820	2,164	344		344	84.1%	
4014	P P E / Health & Safety	0	403	1,000	597		597	40.3%	
4019	Website Costs-TC	0	131	450	319		319	29.1%	
4030	Equipment Purchase	0	1,317	1,500	183		183	87.8%	
4031	Equipment - Rental	267	2,049	1,551	(498)		(498)	132.1%	
4034	Equipment Repairs	45	271	500	229		229	54.3%	
4035	Telephone	0	552	950	398		398	58.1%	
4044	Insurance	(295)	295	3,106	2,811		2,811	9.5%	
4102	NNDR	0	3,093	3,434	341		341	90.1%	
4104	Utilities - Water	0	314	1,600	1,286		1,286	19.6%	
4105	Utilities - Heat & Light	339	4,793	5,300	507		507	90.4%	
4109	Alarm system	42	332	500	168		168	66.4%	
4110	Cleaning	10	287	1,200	913		913	23.9%	
4111	Window Cleaning	0	225	310	85		85	72.6%	
4114	Refuse Removal	141	1,982	2,400	418		418	82.6%	
4131	Licenses	0	180	300	120		120	60.0%	
6000	Admin Salaries Recharge	1,934	15,994	14,942	(1,052)		(1,052)	107.0%	
6005	Admin Overhead Recharge	(235)	5,063	5,342	279		279	94.8%	
6007	Grove House Recharge	28	624	497	(127)		(127)	125.6%	
6008	Grove Lodge Recharges	20	403	369	(34)		(34)	109.3%	
6010	Grounds Salaries Recharge	160	1,413	1,457	44		44	97.0%	
6015	Grounds Overhead Recharge	6	355	398	43		43	89.3%	
	Blakehay Central Costs :- Indirect Expenditure	**6,193**	**74,568**	**93,352**	**18,784**	**0**	**18,784**	**79.9%**	**0**
	Net Expenditure	**(6,193)**	**(74,568)**	**(93,352)**	**(18,784)**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
121 Blakehay -Auditorium								
1013 BH annual membership	15	125	50	(75)			250.0%	
1014 BH evening classes income	0	25	0	(25)			0.0%	
1090 Bookings	0	21,854	38,000	16,146			57.5%	
Blakehay -Auditorium :- Income	**15**	**22,004**	**38,050**	**16,046**			**57.8%**	**0**
4000 Staffing Costs	1,657	15,677	26,958	11,281		11,281	58.2%	
4039 Advertising & Marketing	700	3,107	6,625	3,518		3,518	46.9%	
4224 Blakehay Performing Rights	0	0	750	750		750	0.0%	
Blakehay -Auditorium :- Indirect Expenditure	**2,357**	**18,784**	**34,333**	**15,549**	**0**	**15,549**	**54.7%**	**0**
Net Income over Expenditure	**(2,342)**	**3,221**	**3,717**	**496**				
122 Blakehay - Upper Studio								
1014 BH evening classes income	0	825	1,800	975			45.8%	
1090 Bookings	0	8,698	10,000	1,302			87.0%	
Blakehay - Upper Studio :- Income	**0**	**9,523**	**11,800**	**2,277**			**80.7%**	**0**
4000 Staffing Costs	577	3,925	6,143	2,218		2,218	63.9%	
4141 BH evening classes expenditure	125	500	750	250		250	66.7%	
Blakehay - Upper Studio :- Indirect Expenditure	**702**	**4,425**	**6,893**	**2,468**	**0**	**2,468**	**64.2%**	**0**
Net Income over Expenditure	**(702)**	**5,098**	**4,907**	**(191)**				
123 Blakehay Bar								
1193 Blakehay Bar Events Hire	0	1,126	1,750	624			64.3%	
1194 Blakehay Bar Income	60	9,491	15,000	5,509			63.3%	
Blakehay Bar :- Income	**60**	**10,616**	**16,750**	**6,134**			**63.4%**	**0**
4000 Staffing Costs	1,596	6,035	13,301	7,266		7,266	45.4%	
4031 Equipment - Rental	140	1,591	2,574	983		983	61.8%	
4405 Blakehay Bar Expenditure	377	3,677	5,000	1,323		1,323	73.5%	
Blakehay Bar :- Indirect Expenditure	**2,113**	**11,303**	**20,875**	**9,572**	**0**	**9,572**	**54.1%**	**0**
Net Income over Expenditure	**(2,053)**	**(686)**	**(4,125)**	**(3,439)**				
124 Blakehay Box Office								
1105 Blakehay Box office income	(667)	6,680	10,000	3,320			66.8%	
Blakehay Box Office :- Income	**(667)**	**6,680**	**10,000**	**3,320**			**66.8%**	**0**
4000 Staffing Costs	1,686	15,336	15,075	(261)		(261)	101.7%	
4036 Stationery	0	381	800	419		419	47.6%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4136	Credit Card Chgs	0	50	528	478		478	9.5%	
	Blakehay Box Office :- Indirect Expenditure	**1,686**	**15,767**	**16,403**	**636**	**0**	**636**	**96.1%**	**0**
	Net Income over Expenditure	**(2,353)**	**(9,087)**	**(6,403)**	**2,684**				
125	Blakehay -Live Shows								
1106	Blakehay events income	3,267	19,686	30,000	10,314			65.6%	
	Blakehay -Live Shows :- Income	**3,267**	**19,686**	**30,000**	**10,314**			**65.6%**	**0**
4016	Show costs	1,333	18,117	20,000	1,883		1,883	90.6%	
4039	Advertising & Marketing	0	2,074	5,000	2,926		2,926	41.5%	
	Blakehay -Live Shows :- Indirect Expenditure	**1,333**	**20,191**	**25,000**	**4,809**	**0**	**4,809**	**80.8%**	**0**
	Net Income over Expenditure	**1,934**	**(504)**	**5,000**	**5,504**				
140	Museum Central Costs								
1034	Grant funding	(26)	31,143	0	(31,143)			0.0%	
1100	Miscellaneous Income	325	4,573	7,500	2,927			61.0%	
1122	Fundraising	35	279	0	(279)			0.0%	
	Museum Central Costs :- Income	**334**	**35,996**	**7,500**	**(28,496)**			**479.9%**	**0**
4000	Staffing Costs	8,866	79,653	104,790	25,137		25,137	76.0%	
4012	Travel & Subsistence Expenses	20	312	200	(112)		(112)	156.1%	
4013	Training	0	2,970	4,743	1,773		1,773	62.6%	
4014	P P E / Health & Safety	4	342	1,000	658		658	34.2%	
4019	Website Costs-TC	0	12	600	588		588	2.1%	
4030	Equipment Purchase	0	1,241	1,200	(41)		(41)	103.4%	
4031	Equipment - Rental	22	841	1,227	386		386	68.6%	
4034	Equipment Repairs	0	400	200	(200)		(200)	200.0%	
4035	Telephone	0	803	1,947	1,144		1,144	41.2%	
4036	Stationery	30	803	750	(53)		(53)	107.1%	
4039	Advertising & Marketing	230	4,546	5,000	454		454	90.9%	
4041	Fees, Subs and Conferences	8	62	150	88		88	41.1%	
4044	Insurance	(690)	690	6,000	5,310		5,310	11.5%	
4102	NNDR	5,242	53,976	52,398	(1,578)		(1,578)	103.0%	
4104	Utilities - Water	691	854	2,500	1,646		1,646	34.2%	
4105	Utilities - Heat & Light	234	8,476	9,483	1,007		1,007	89.4%	
4109	Alarm system	62	547	500	(47)		(47)	109.4%	
4110	Cleaning	0	7,263	14,000	6,737		6,737	51.9%	
4111	Window Cleaning	50	400	600	200		200	66.7%	
4114	Refuse Removal	156	2,547	2,500	(47)		(47)	101.9%	
4131	Licenses	21	1,269	875	(394)		(394)	145.1%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4161 Volunteer Training	0	557	1,165	609		609	47.8%	
4214 Somerset County Council - SLA	0	0	68,092	68,092		68,092	0.0%	
6000 Admin Salaries Recharge	2,698	22,305	20,841	(1,464)		(1,464)	107.0%	
6005 Admin Overhead Recharge	(327)	7,060	7,451	391		391	94.8%	
6007 Grove House Recharge	101	2,216	1,761	(455)		(455)	125.8%	
6008 Grove Lodge Recharges	71	1,428	1,308	(120)		(120)	109.2%	
6010 Grounds Salaries Recharge	140	1,237	1,277	40		40	96.9%	
6015 Grounds Overhead Recharge	5	309	349	40		40	88.7%	
Museum Central Costs :- Indirect Expenditure	**17,633**	**203,119**	**312,907**	**109,788**	**0**	**109,788**	**64.9%**	**0**
Net Income over Expenditure	**(17,299)**	**(167,123)**	**(305,407)**	**(138,284)**				
141 Museum Learning and Events								
1006 Museum Learning Room Hire	(885)	2,650	7,000	4,350			37.9%	
1007 Museum HLF support fund (LE)	7,317	7,317	7,317	0			100.0%	
1008 Museum handling box hire	79	668	1,800	1,133			37.1%	
1103 Other event misc income	6	657	4,130	3,473			15.9%	
Museum Learning and Events :- Income	**6,517**	**11,292**	**20,247**	**8,955**			**55.8%**	**0**
4000 Staffing Costs	2,140	21,419	34,839	13,420		13,420	61.5%	
4020 Learning/Event education equip	49	520	3,000	2,480		2,480	17.3%	
4039 Advertising & Marketing	0	225	1,200	975		975	18.8%	
4058 Learning/Events Museum events	730	1,200	3,000	1,800		1,800	40.0%	
Museum Learning and Events :- Indirect Expenditure	**2,919**	**23,364**	**42,039**	**18,675**	**0**	**18,675**	**55.6%**	**0**
Net Income over Expenditure	**3,598**	**(12,073)**	**(21,792)**	**(9,719)**				
142 Museum Cafe								
1004 Cafe Sales	3,192	37,637	44,662	7,025			84.3%	
Museum Cafe :- Income	**3,192**	**37,637**	**44,662**	**7,025**			**84.3%**	**0**
4000 Staffing Costs	3,449	30,416	36,597	6,181		6,181	83.1%	
4014 P P E / Health & Safety	0	1,462	1,200	(262)		(262)	121.9%	
4017 Museum cafe equip rental	152	1,064	2,316	1,252		1,252	45.9%	
4039 Advertising & Marketing	0	452	1,000	548		548	45.2%	
4110 Cleaning	20	605	750	145		145	80.7%	
4114 Refuse Removal	0	679	562	(117)		(117)	120.7%	
4151 Catering	0	201	500	299		299	40.2%	
4406 Bar Stock	330	2,601	0	(2,601)		(2,601)	0.0%	
4407 Museum cafe stock	553	9,975	10,682	707		707	93.4%	
Museum Cafe :- Indirect Expenditure	**4,503**	**47,456**	**53,607**	**6,151**	**0**	**6,151**	**88.5%**	**0**
Net Income over Expenditure	**(1,310)**	**(9,819)**	**(8,945)**	**874**				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
143 Museum shop/retail								
1005 Museum Shop Sales	33	8,168	18,000	9,832			45.4%	
1009 Museum sale or return comm	484	3,143	300	(2,843)			1047.8%	
Museum shop/retail :- Income	518	11,311	18,300	6,989			61.8%	0
4136 Credit Card Chgs	12	152	312	160		160	48.6%	
4408 Museum shop stock	371	6,289	7,000	711		711	89.8%	
Museum shop/retail :- Indirect Expenditure	384	6,441	7,312	871	0	871	88.1%	0
Net Income over Expenditure	134	4,870	10,988	6,118				
144 Museum Temporary Gallery								
4039 Advertising & Marketing	0	455	3,000	2,545		2,545	15.2%	
Museum Temporary Gallery :- Indirect Expenditure	0	455	3,000	2,545	0	2,545	15.2%	0
Net Expenditure	0	(455)	(3,000)	(2,545)				
145 Museum Function								
1104 Function Income	1,987	10,209	8,380	(1,829)			121.8%	
Museum Function :- Income	1,987	10,209	8,380	(1,829)			121.8%	0
4030 Equipment Purchase	0	450	500	50		50	90.0%	
4039 Advertising & Marketing	125	2,363	3,500	1,137		1,137	67.5%	
Museum Function :- Indirect Expenditure	125	2,813	4,000	1,187	0	1,187	70.3%	0
Net Income over Expenditure	1,862	7,395	4,380	(3,015)				
199 Capital Projects								
4103 Capital project	0	0	30,164	30,164		30,164	0.0%	
Capital Projects :- Indirect Expenditure	0	0	30,164	30,164	0	30,164	0.0%	0
Net Expenditure	0	0	(30,164)	(30,164)				
300 Planning								
6000 Admin Salaries Recharge	926	7,659	7,156	(503)		(503)	107.0%	
6005 Admin Overhead Recharge	(112)	2,425	2,558	133		133	94.8%	
6007 Grove House Recharge	27	590	469	(121)		(121)	125.8%	
6008 Grove Lodge Recharges	19	381	349	(32)		(32)	109.2%	
Planning :- Indirect Expenditure	860	11,056	10,532	(524)	0	(524)	105.0%	0
Net Expenditure	(860)	(11,056)	(10,532)	524				

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Detailed Income & Expenditure by Budget Heading 31/12/2019

Month No: 9 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400	Central Grounds Maintenance								
4000	Staffing Costs	17,978	157,521	218,237	60,716		60,716	72.2%	
4001	Salaries - Agency	0	0	0	0		0	0.0%	
4013	Training	0	1,163	3,114	1,951		1,951	37.3%	
4014	P P E / Health & Safety	741	2,481	2,500	19		19	99.2%	
4015	SLA Somerset	0	8,823	13,234	4,411		4,411	66.7%	
4025	Vehicle Maintenance	(638)	2,868	2,000	(868)		(868)	143.4%	
4026	Petrol / Diesel	0	3,412	5,500	2,088		2,088	62.0%	
4030	Equipment Purchase	437	2,656	4,300	1,644		1,644	61.8%	
4031	Equipment - Rental	961	9,548	10,503	955		955	90.9%	
4034	Equipment Repairs	419	2,136	2,000	(136)		(136)	106.8%	
4035	Telephone	0	437	1,300	863		863	33.6%	
4044	Insurance	(467)	3,684	6,119	2,435		2,435	60.2%	
4107	IT Support & Upgrade	536	736	6,126	5,390		5,390	12.0%	
4114	Refuse Removal	106	3,650	3,000	(650)		(650)	121.7%	
6020	Allocation to Cost Centres	(18,641)	(199,113)	(208,449)	(9,336)		(9,336)	95.5%	
	Central Grounds Maintenance :- Indirect Expenditure	**1,433**	**0**	**69,484**	**69,484**	**0**	**69,484**	**0.0%**	**0**
	Net Expenditure	**(1,433)**	**(0)**	**(69,484)**	**(69,484)**				
403	Allotments								
1000	Allotment Rents	0	0	600	600			0.0%	
	Allotments :- Income	**0**	**0**	**600**	**600**			**0.0%**	**0**
4108	Building / Maintenance	27	569	4,000	3,431		3,431	14.2%	
4132	Rent	0	100	600	500		500	16.7%	
6000	Admin Salaries Recharge	371	3,063	2,863	(200)		(200)	107.0%	
6005	Admin Overhead Recharge	(45)	971	1,024	53		53	94.8%	
6007	Grove House Recharge	6	121	95	(26)		(26)	127.3%	
6008	Grove Lodge Recharges	4	61	71	10		10	86.0%	
6010	Grounds Salaries Recharge	759	6,698	6,907	209		209	97.0%	
6015	Grounds Overhead Recharge	28	1,679	1,889	210		210	88.9%	
	Allotments :- Indirect Expenditure	**1,150**	**13,262**	**17,449**	**4,187**	**0**	**4,187**	**76.0%**	**0**
	Net Income over Expenditure	**(1,150)**	**(13,262)**	**(16,849)**	**(3,587)**				
420	Milton Road Cemetery								
1010	Interments	1,429	35,109	45,000	9,891			78.0%	
1011	Memorials	0	4,464	5,500	1,036			81.2%	
1100	Miscellaneous Income	(546)	1,535	2,000	465			76.8%	
	Milton Road Cemetery :- Income	**883**	**41,108**	**52,500**	**11,392**			**78.3%**	**0**

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4034 Equipment Repairs	0	449	2,000	1,551		1,551	22.4%	
4039 Advertising & Marketing	0	520	750	230		230	69.3%	
4054 Grave Digging	0	5,100	12,500	7,400		7,400	40.8%	
4055 Memorials	449	6,756	7,200	444		444	93.8%	
4102 NNDR	661	3,514	3,250	(264)		(264)	108.1%	
4104 Utilities - Water	322	567	475	(92)		(92)	119.3%	
4105 Utilities - Heat & Light	0	253	420	167		167	60.3%	
4109 Alarm system	37	366	250	(116)		(116)	146.3%	
4110 Cleaning	0	0	100	100		100	0.0%	
4111 Window Cleaning	0	100	150	50		50	66.7%	
6000 Admin Salaries Recharge	1,185	9,795	9,152	(643)		(643)	107.0%	
6005 Admin Overhead Recharge	(144)	3,102	3,272	170		170	94.8%	
6007 Grove House Recharge	23	508	404	(104)		(104)	125.8%	
6008 Grove Lodge Recharges	16	327	300	(27)		(27)	109.1%	
6010 Grounds Salaries Recharge	8,730	77,700	79,482	1,782		1,782	97.8%	
6015 Grounds Overhead Recharge	322	19,312	21,742	2,430		2,430	88.8%	
Milton Road Cemetery :- Indirect Expenditure	**11,601**	**128,369**	**141,447**	**13,078**	**0**	**13,078**	**90.8%**	**0**
Net Income over Expenditure	**(10,718)**	**(87,261)**	**(88,947)**	**(1,686)**				
451 Youth Activities								
4057 Youth Council Budget	0	0	500	500		500	0.0%	
4142 YMCA SLA	15,790	63,160	63,160	0		0	100.0%	
4219 Youth Grants	0	1,750	3,000	1,250		1,250	58.3%	
6000 Admin Salaries Recharge	707	5,848	5,465	(383)		(383)	107.0%	
6005 Admin Overhead Recharge	(86)	1,850	1,954	104		104	94.7%	
6007 Grove House Recharge	5	108	85	(23)		(23)	127.3%	
6008 Grove Lodge Recharges	3	69	63	(6)		(6)	109.4%	
Youth Activities :- Indirect Expenditure	**16,419**	**72,786**	**74,227**	**1,441**	**0**	**1,441**	**98.1%**	**0**
Net Expenditure	**(16,419)**	**(72,786)**	**(74,227)**	**(1,441)**				
460 Street Furniture								
4115 Dogbin purchase	0	2,505	1,500	(1,005)		(1,005)	167.0%	
4116 Dogbin Emptying	330	16,119	15,462	(657)		(657)	104.3%	
4119 Notice Boards	0	0	1,500	1,500		1,500	0.0%	
4120 Bus Shelter Cleaning / Graffit	0	528	1,000	472		472	52.8%	
4133 Bus Shelter - Repairs	0	0	1,500	1,500		1,500	0.0%	
4157 Prince Wales Clock/welcome sig	12	542	500	(42)		(42)	108.4%	
6000 Admin Salaries Recharge	1,157	9,563	8,935	(628)		(628)	107.0%	
6005 Admin Overhead Recharge	(140)	3,026	3,194	168		168	94.8%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6007	Grove House Recharge	15	328	261	(67)		(67)	125.7%	
6008	Grove Lodge Recharges	11	212	194	(18)		(18)	109.2%	
6010	Grounds Salaries Recharge	559	4,937	5,091	154		154	97.0%	
6015	Grounds Overhead Recharge	21	1,237	1,393	156		156	88.8%	
	Street Furniture :- Indirect Expenditure	**1,965**	**38,998**	**40,530**	**1,532**	**0**	**1,532**	**96.2%**	**0**
	Net Expenditure	**(1,965)**	**(38,998)**	**(40,530)**	**(1,532)**				
470	Parks & Play Areas								
1076	Water Play Area Kiosk Income	0	3,000	9,500	6,500			31.6%	
1077	Water Park Admissions	0	40,714	40,000	(714)			101.8%	
	Parks & Play Areas :- Income	**0**	**43,714**	**49,500**	**5,786**			**88.3%**	**0**
4039	Advertising & Marketing	700	1,000	550	(450)		(450)	181.8%	
4102	NNDR	44	442	439	(3)		(3)	100.7%	
4104	Utilities - Water	0	1,444	4,120	2,676		2,676	35.1%	
4105	Utilities - Heat & Light	0	4,816	7,696	2,880		2,880	62.6%	
4114	Refuse Removal	0	0	200	200		200	0.0%	
4138	Water Play Area Rent	727	6,811	8,632	1,821		1,821	78.9%	
4140	Recreation Grounds	(34,012)	78,060	82,171	4,111		4,111	95.0%	
4300	Parks&Play Area EMRRP Holding	0	0	124,135	124,135		124,135	0.0%	
4301	Ashcombe Park Lower	0	24	24	0		0	99.5%	
4302	Ashcombe Park Upper	0	(862)	(862)	0		0	100.0%	
4303	Broadway Play	0	9	9	0		0	96.8%	
4304	Broadway Skate Park	0	9	9	0		0	96.8%	
4305	Byron Rec	0	118	118	0		0	99.8%	
4306	Castle Batch Lower	0	(605)	(604)	1		1	100.1%	
4307	Canberra Road	0	1,029	1,028	(1)		(1)	100.1%	
4308	Clarence Park	299	442	442	0		0	99.9%	
4309	Conniston Green	25,567	28,536	28,535	(1)		(1)	100.0%	
4310	Ellenborough Park East	0	538	538	0		0	99.9%	
4311	Grove Park	0	9	9	0		0	96.9%	
4312	Hutton Moor Skate Park	0	9	8	(1)		(1)	109.0%	
4313	Jubilee Park	0	(147)	(146)	1		1	100.4%	
4314	Locking Castle (Maitlands)	0	9	8	(1)		(1)	108.9%	
4315	Lynch Farm	0	9	8	(1)		(1)	108.9%	
4316	Millennium Green	0	126	126	0		0	99.8%	
4317	Uphill Junior Play Area	0	9	9	0		0	96.8%	
4318	Uphill Toddler Play Area	0	301	301	0		0	99.9%	
4319	Water Adventure Play Park	34,012	45,805	45,824	18		18	100.0%	
4320	Worle Recreation Ground	0	447	447	(0)		(0)	100.1%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4321 Wyvern Close	25	34	34	0		0	99.2%	
6000 Admin Salaries Recharge	1,437	11,885	11,104	(781)		(781)	107.0%	
6005 Admin Overhead Recharge	(174)	3,762	3,969	207		207	94.8%	
6007 Grove House Recharge	20	430	342	(88)		(88)	125.7%	
6008 Grove Lodge Recharges	14	278	254	(24)		(24)	109.3%	
6010 Grounds Salaries Recharge	4,815	42,503	43,833	1,330		1,330	97.0%	
6015 Grounds Overhead Recharge	178	10,650	11,990	1,340		1,340	88.8%	
Parks & Play Areas :- Indirect Expenditure	**33,653**	**237,927**	**375,300**	**137,373**	**0**	**137,373**	**63.4%**	**0**
Net Income over Expenditure	**(33,653)**	**(194,213)**	**(325,800)**	**(131,586)**				
475 Planned maintenance								
4231 Planned maint holding budget	181	0	47,301	47,301		47,301	0.0%	
4232 Allotments PPM	0	75	75	0		0	100.0%	
4233 Blakehay PPM	223	24,022	24,022	0		0	100.0%	
4234 Museum PPM	32	6,426	6,426	0		0	100.0%	
4235 Cemetery PPM	422	2,405	2,406	1		1	100.0%	
4236 Parks & play areas PPM	0	3,444	3,400	(44)		(44)	101.3%	
4237 Grove House PPM	454	5,224	5,224	0		0	100.0%	
4238 Grove Lodge PPM	129	11,654	11,654	(0)		(0)	100.0%	
4239 Chapel/hut/toilets/shed PPM	0	848	848	0		0	100.0%	
4240 Public toilets	479	8,599	8,600	0		0	100.0%	
4241 VIC PPM	0	0	44	44		44	0.0%	
6000 Admin Salaries Recharge	1,634	13,508	12,621	(887)		(887)	107.0%	
6005 Admin Overhead Recharge	(334)	7,217	7,613	396		396	94.8%	
6007 Grove House Recharge	61	1,338	1,064	(274)		(274)	125.8%	
6008 Grove Lodge Recharges	43	864	791	(73)		(73)	109.2%	
Planned maintenance :- Indirect Expenditure	**3,325**	**85,625**	**132,089**	**46,464**	**0**	**46,464**	**64.8%**	**0**
Net Expenditure	**(3,325)**	**(85,625)**	**(132,089)**	**(46,464)**				
480 Tourism & Marketing								
4019 Website Costs-TC	0	0	550	550		550	0.0%	
4037 Publicity	181	878	3,700	2,822		2,822	23.7%	
Tourism & Marketing :- Indirect Expenditure	**181**	**878**	**4,250**	**3,372**	**0**	**3,372**	**20.7%**	**0**
Net Expenditure	**(181)**	**(878)**	**(4,250)**	**(3,372)**				
481 Tourism Love Weston / Dest Mar								
1040 VIC Advertising Income	2,100	21,661	25,000	3,339			86.6%	
Tourism Love Weston / Dest Mar :- Income	**2,100**	**21,661**	**25,000**	**3,339**			**86.6%**	**0**

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Code	Heading	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4000	Staffing Costs	3,737	32,681	47,633	14,952		14,952	68.6%	
4039	Advertising & Marketing	3,864	22,907	25,000	2,093		2,093	91.6%	
4062	Tourism-Love Weston website	332	9,772	11,250	1,478		1,478	86.9%	
	Tourism Love Weston / Dest Mar :- Indirect Expenditure	**7,933**	**65,359**	**83,883**	**18,524**	**0**	**18,524**	**77.9%**	**0**
	Net Income over Expenditure	**(5,833)**	**(43,698)**	**(58,883)**	**(15,185)**				
482	Tourism VIC costs								
1040	VIC Advertising Income	0	2,000	500	(1,500)			400.0%	
1043	VIC Retail/Shop Income	0	13,038	14,000	962			93.1%	
1044	VIC Ticket sales	0	273	100	(173)			273.3%	
	Tourism VIC costs :- Income	**0**	**15,312**	**14,600**	**(712)**			**104.9%**	**0**
4000	Staffing Costs	0	30,197	27,198	(2,999)		(2,999)	111.0%	
4013	Training	313	1,247	2,830	1,583		1,583	44.1%	
4031	Equipment - Rental	0	0	492	492		492	0.0%	
4035	Telephone	26	426	686	260		260	62.1%	
4036	Stationery	0	407	500	93		93	81.3%	
4039	Advertising & Marketing	0	2,589	2,500	(89)		(89)	103.5%	
4102	NNDR	0	0	3,533	3,533		3,533	0.0%	
4104	Utilities - Water	0	0	600	600		600	0.0%	
4105	Utilities - Heat & Light	0	0	1,200	1,200		1,200	0.0%	
4209	TIC -equipment purchase	0	706	1,000	294		294	70.6%	
4211	TIC running costs	12	487	500	13		13	97.4%	
4225	VIC Stock	0	7,928	7,000	(928)		(928)	113.3%	
6000	Admin Salaries Recharge	2,757	22,794	21,296	(1,498)		(1,498)	107.0%	
6005	Admin Overhead Recharge	(198)	4,278	4,512	234		234	94.8%	
6007	Grove House Recharge	52	1,136	901	(235)		(235)	126.0%	
6008	Grove Lodge Recharges	36	730	237	(493)		(493)	307.9%	
	Tourism VIC costs :- Indirect Expenditure	**2,999**	**72,924**	**74,985**	**2,061**	**0**	**2,061**	**97.3%**	**0**
	Net Income over Expenditure	**(2,999)**	**(57,612)**	**(60,385)**	**(2,773)**				
485	PublicToilets								
1080	Toilet income	176	3,928	6,200	2,272			63.4%	
	PublicToilets :- Income	**176**	**3,928**	**6,200**	**2,272**			**63.4%**	**0**
4044	Insurance	(161)	161	0	(161)		(161)	0.0%	
4102	NNDR	624	6,236	7,865	1,629		1,629	79.3%	
4104	Utilities - Water	162	899	2,366	1,467		1,467	38.0%	
4105	Utilities - Heat & Light	427	1,939	2,620	681		681	74.0%	
4110	Cleaning	0	24,414	41,853	17,439		17,439	58.3%	

Continued over page

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4135 Community Investment	0	0	2,000	2,000		2,000	0.0%	
6000 Admin Salaries Recharge	1,297	10,722	10,019	(703)		(703)	107.0%	
6005 Admin Overhead Recharge	(157)	3,395	3,582	187		187	94.8%	
6007 Grove House Recharge	18	401	320	(81)		(81)	125.4%	
6008 Grove Lodge Recharges	13	259	669	410		410	38.8%	
6010 Grounds Salaries Recharge	577	5,095	5,254	159		159	97.0%	
6015 Grounds Overhead Recharge	21	1,278	1,437	159		159	88.9%	
PublicToilets :- Indirect Expenditure	**2,822**	**54,799**	**77,985**	**23,186**	**0**	**23,186**	**70.3%**	**0**
Net Income over Expenditure	**(2,646)**	**(50,871)**	**(71,785)**	**(20,914)**				
500 HLF								
4813 A/C-EM reminiscence boxes	0	26	0	(26)		(26)	0.0%	
HLF :- Indirect Expenditure	**0**	**26**	**0**	**(26)**	**0**	**(26)**		**0**
Net Expenditure	**0**	**(26)**	**0**	**26**				
801 Earmarked Reserves								
8001 EMR Armed forces affiliation	0	0	3,762	3,762		3,762	0.0%	
8002 EMR Park & Play Area Refurb	0	9,000	9,000	0		0	100.0%	
8003 EMR Elections	0	25,657	25,657	0		0	100.0%	
8004 EMR Blakehay Live Shows	0	0	5,350	5,350		5,350	0.0%	
8005 EMR Skatepark	0	2,291	2,291	(0)		(0)	100.0%	
8008 EMR Milton Road Cemetery	0	0	2,016	2,016		2,016	0.0%	
8009 EMR Buy a block phase 2	(400)	(666)	226	892		892	(294.5%)	
8011 EMR Blakehay	(2)	(164)	1,717	1,881		1,881	(9.6%)	
8012 EMR Tourism (Digital)	0	0	4,500	4,500		4,500	0.0%	
8014 EMR Mus cap fund (NSC)-noting	7,535	13,643	76,149	62,506		62,506	17.9%	
8017 EMR Grit Bins/ street furnitur	0	0	3,900	3,900		3,900	0.0%	
8018 CAPITAL RESERVE	0	1,450	45,175	43,725		43,725	3.2%	
8019 EMR Old Mill Way	0	383	20,951	20,569		20,569	1.8%	
8020 PPM-essential compliance	0	0	14,599	14,599		14,599	0.0%	
8021 EMR Arts Council grants	0	2,634	5,571	2,937		2,937	47.3%	
Earmarked Reserves :- Indirect Expenditure	**7,133**	**54,229**	**220,864**	**166,635**	**0**	**166,635**	**24.6%**	**0**
Net Expenditure	**(7,133)**	**(54,229)**	**(220,864)**	**(166,635)**				
Grand Totals:- Income	**18,737**	**2,336,491**	**2,364,366**	**27,875**			**98.8%**	
Expenditure	**156,010**	**1,723,217**	**2,585,230**	**862,013**	**0**	**862,013**	**66.7%**	
Net Income over Expenditure	**(137,274)**	**613,274**	**(220,864)**	**(834,138)**				
Movement to/(from) Gen Reserve	**(137,274)**	**613,274**						

Policy & Finance Committee **5.b.iii**

Agenda Item

Bank Interest Report for November 2019

Interest earned on the investment of £420,000 into a 90-day Notice Account at a rate of 0.85% with Santander to the value of £303.21 on 2nd November 2019.

Actual Cash Received 1st April to 31st December = £2,386.52

Interest earned on the investment of £100,000 in the CCLA (Public Sector Deposit Fund) to the value of £56.73 on 29th November 2019.

Actual Cash Received 1st April to 31st December = £501.40

Policy & Finance Committee **5.b.iii**

Agenda Item

Bank Interest Report for December 2019

Interest earned on the investment of £420,000 into a 90-day Notice Account at a rate of 0.85% with Santander to the value of £293.42 on 2nd December 2019.

Actual Cash Received 1st April to 31st December = £2,689.73

Interest earned on the investment of £100,000 in the CCLA (Public Sector Deposit Fund) to the value of £62.90 on 31st December 2019.

Actual Cash Received 1st April to 31st December = £558.13

POLICY & FINANCE COMMITTEE

5.b.iv

AGENDA ITEM

SCHEDULE OF RECEIPTS FOR NOVEMBER 2019

		£
Current Account (Lloyds)	Not including TRO Settlement or Inter a/c trs	69,522.02
Current Account (Natwest)	Not including TRO Settlement or Inter a/c trs	0.00
Imprest Account (Lloyds)	Not including Reimbursement or Cashbook Transfer	0.00
Mayor's Charity Fund (Lloyds)		55.00
Total Gross Receipts		**69,577.02**

Additional

Liquidity Manager Acc (Natwest)	Money received to date 30.11.19	30,091.46
	Money received in October'19	27,699.82

POLICY & FINANCE COMMITTEE

5.b.iv

AGENDA ITEM

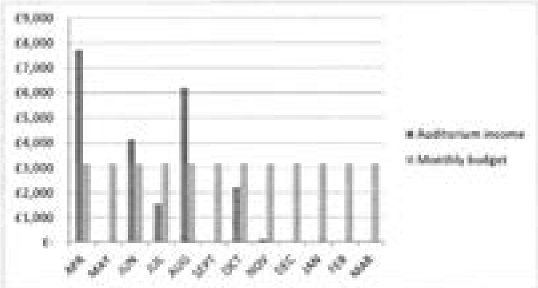
SCHEDULE OF RECEIPTS FOR DECEMBER 2019

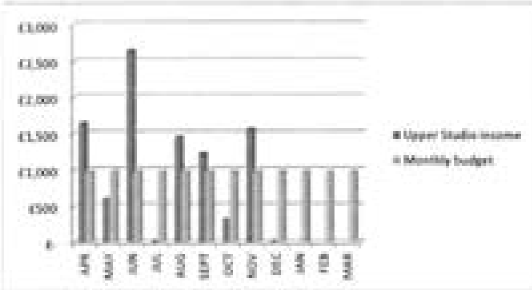
		£
Current Account (Lloyds)	Not including TRO Settlement or Inter a/c trs	69,522.02
Current Account (Natwest)	Not including TRO Settlement or Inter a/c trs	0.00
Imprest Account (Lloyds)	Not including Reimbursement or Cashbook Transfer	0.00
Mayor's Charity Fund (Lloyds)		1,371.37
Liquidity Manager Acc (Natwest)		5.28
Total Gross Income		**70,898.67**

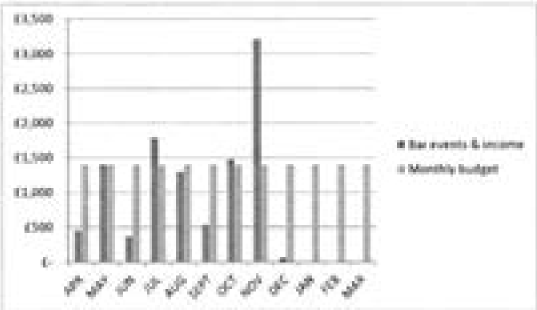
Income analysis 2019/2020

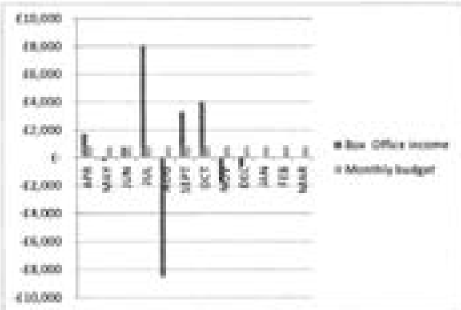
Blakehay

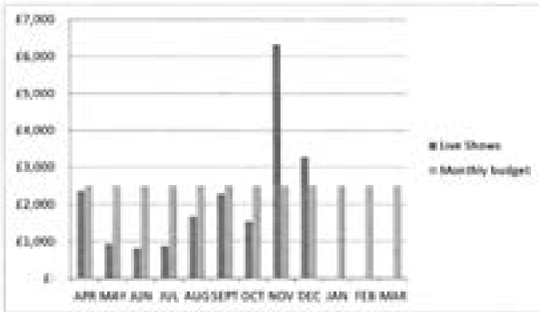
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Auditorium income	£ 7,723	£ -	£ 4,140	£ 1,579	£ 6,183	£ 30	£ 2,222	£ 112	£ 15					£ 22,004
Monthly budget	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 3,171	£ 38,050	
Upper Studio income	£ 1,645	£ 605	£ 2,644	£ -	£ 1,456	£ 1,224	£ 313	£ 1,561	£ -					£ 9,448
Monthly budget	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 983	£ 11,800	
Bar events & income	£ 463	£ 1,403	£ 379	£ 1,789	£ 1,302	£ 538	£ 1,474	£ 3,208	£ 60					£ 10,616
Monthly budget	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 1,396	£ 16,750	
Box Office income	£ 1,712	-£ 273	£ 826	£ 8,084	-£ 8,540	£ 3,317	£ 4,044	-£ 1,846	-£ 667					£ 6,679
Monthly budget	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 833	£ 10,000	
Live Shows	£ 2,365	£ 941	£ 832	£ 882	£ 1,686	£ 2,281	£ 1,540	£ 6,334	£ 3,267					£ 20,108
Monthly budget	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 2,500	£ 30,000	
													£ 106,600	£ 68,855











S.b.v

Income analysis 2019/2020

MUSEUM

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Events misc income	£ 387	£ 18	£ 18	£ 110	£ 80	-£ 100	£ 21	£ 117	£ 6					£ 657
Monthly budget	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	**£ 344**	£ 4,130	

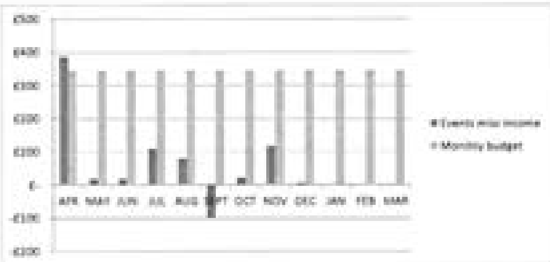
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Museum guided tours	-	-	-	£ -	£ -									£ -
Monthly budget	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	

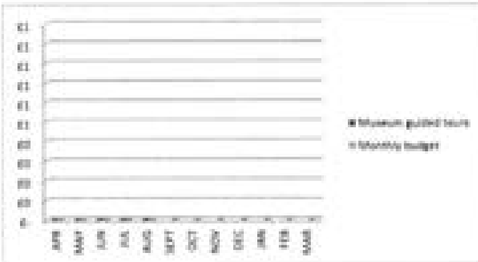
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Learning & events room hire	£ 1,129	£ 1,505	£ 797	£ 194	£ 1,108	-£ 1,457	£ 378	£ 469	£ 6,511					£10,634
Monthly budget	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	**£ 583**	£ 7,000	

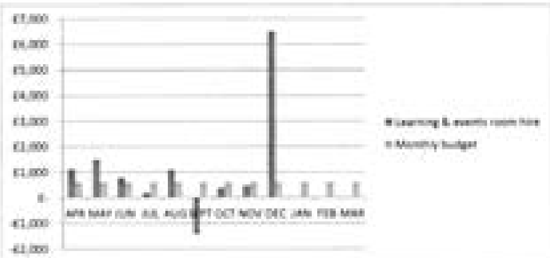
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Café income	£ 4,405	£ 4,217	£ 4,157	£ 3,675	£ 6,210	£ 2,641	£ 3,448	£ 5,692	£ 3,192					£37,637
Monthly budget	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 3,722**	**£ 44,662**	

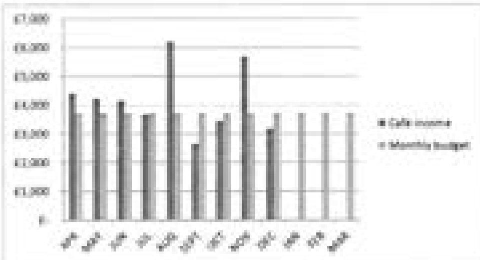
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Shop sales	£ 1,790	£ 1,192	£ 906	£ 1,225	£ 2,603	£ 895	£ 1,159	£ 1,109	£ 518					£11,397
Monthly budget	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 1,525**	**£ 18,300**	

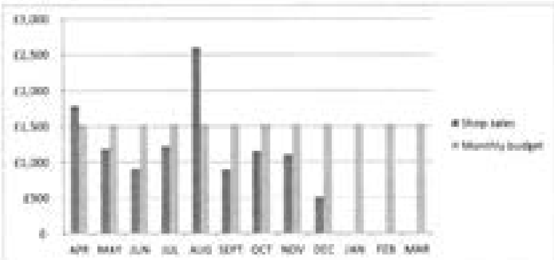
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Museum Function	£ 253	£ 774	-£ 326	£ 400	-£ 67	£ 4,129	£ 2,134	£ 924	£ 1,987					£10,208
Monthly budget	**£ 698.33**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 698**	**£ 8,380**	

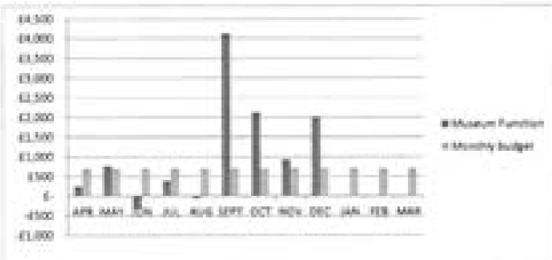












Income analysis 2019/2020

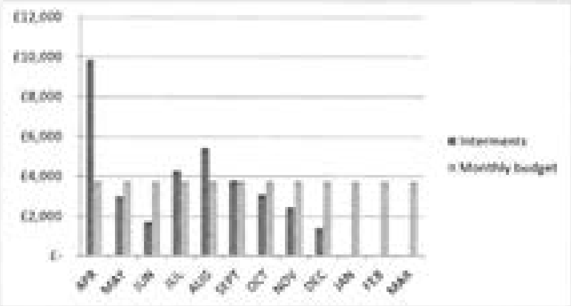
5.b.v.3

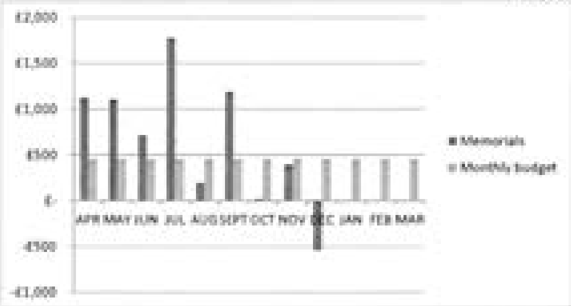
MILTON ROAD CEMETERY

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL BUDGET	Total ytd
Interments	£ 9,856	£ 3,000	£ 1,737	£ 4,294	£ 5,423	£ 3,796	£ 3,100	£ 2,474	£ 1,429					£ 35,109
Monthly budget	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 3,750**	**£ 45,000**	

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR		
Memorials	£ 1,128	£ 1,108	£ 717	£ 1,781	£ 200	£ 1,191	£ 25	£ 395	-£ 546					£ 5,999
Monthly budget	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 458**	**£ 5,500**	

£ 50,500



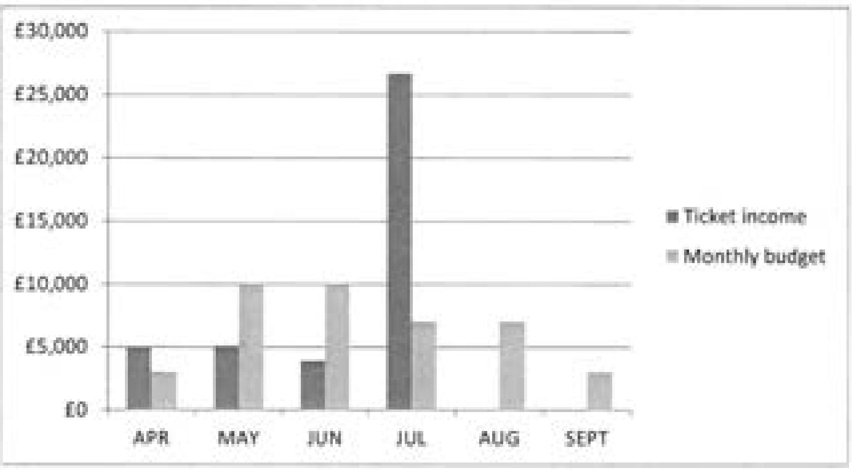


Income analysis 2019/2020

S.b.v.4

WATER PARK

	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL BUDGET	Total ytd	Footfall
Footfall									0
Ticket income	£4,958	£5,112	£3,936	£26,708	£0	£0		£40,714	
Monthly budget	**£3,000**	**£10,000**	**£10,000**	**£7,000**	**£7,000**	**£3,000**	**£40,000**		



Income analysis 2019/2020

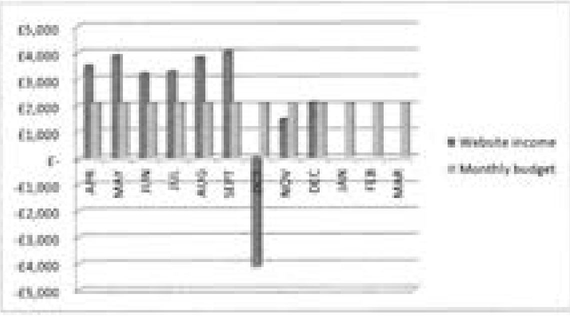
5.b.v.5

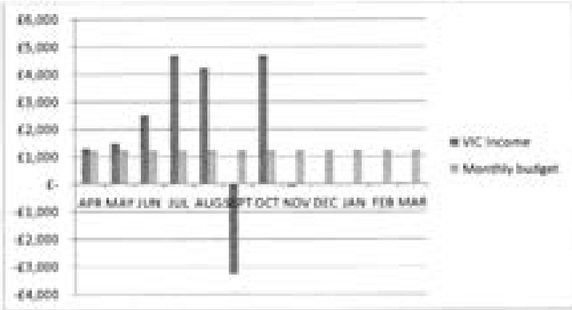
Tourism Website income

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	BUDGET	YTD
Website income	£ 3,492	£ 3,879	£ 3,196	£ 3,264	£ 3,817	£ 4,023	-£ 4,152	£ 1,465	£ 2,100					£ 21,084
Monthly budget	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 2,083**	**£ 25,000**	

VIC income

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR		
VIC income	£ 1,284	£ 1,478	£ 2,513	£ 4,675	£ 4,240	-£ 3,299	£ 4,694	-£ 89	£ -					£ 15,496
Monthly budget	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	**£ 1,217**	£ 14,600	



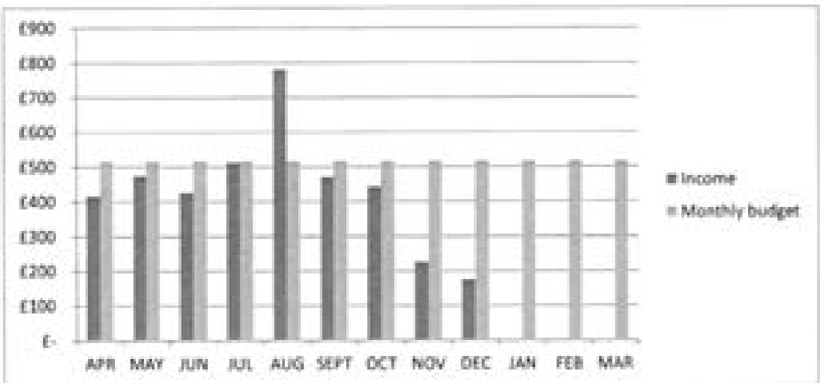


Income analysis 2019/2020

S.b.v.6

Toilet Income

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	ytd	BUDGET
Income	£ 417	£ 475	£ 426	£ 512	£ 781	£ 472	£ 443	£ 227	£ 176				£ 3,929	
Monthly budget	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**		**£ 6,200**

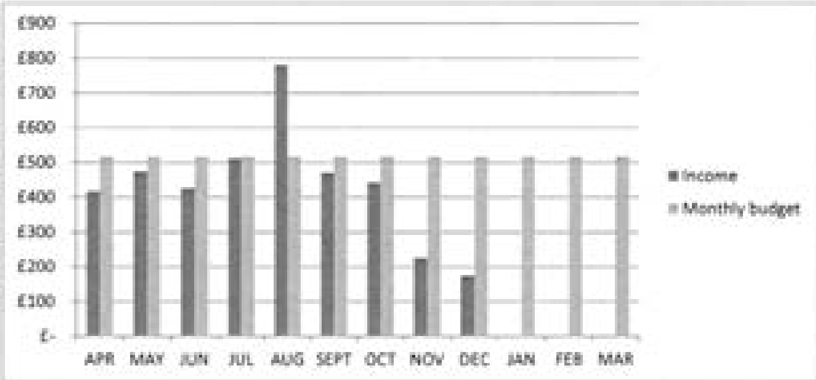


Income analysis 2019/2020

5.b.v.6

Toilet Income

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	ytd	BUDGET
Income	£ 417	£ 475	£ 426	£ 512	£ 781	£ 472	£ 443	£ 227	£ 176				£ 3,929	
Monthly budget	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**	**£ 517**		**£ 6,200**



MONTH END OVERPSEND REPORT 2019/2020

S.5.vi

01/04/2019 - 31/03/2020

Budget heading	code	Month Overspend Incurred	YTD Spend	Budget 2019/2020	Overspend	Reason
Central Admin (102)						
Payroll HR software	102/4006	October	£2,639.00	£2,500.00	-£139.00	In-year costs increased
Equipment Rental	102/4031	July-December	£5,964.00	£5,134.00	-£830.00	In-year costs increased
Recruitment / Advertising	102/4038	November - December	£6,276.00	£3,000.00	-£3,276.00	ARCHANT, £251, £186, £525, CHANGE £2613, unexpected maternity cover
Postage	102/4042	October - December	£2,988.00	£2,460.00	-£528.00	Additional inks for postage printer £596 + £451
Ink Cartridges / Printing	102/4043	November - December	£632.00	£600.00	-£32.00	In-year costs increased
Catering	102/4151	December	£2,377.00	£2,200.00	-£177.00	In-year costs increased
Grove House						
NNDR	103/4102	May	£5,440.00	£5,274.00	-£166.00	WSM BID Levy 2019/20
Alarm System	103/4109	Apr / Sept / Dec	£613.00	£500.00	-£113.00	SPANSEC, CCTV footage, Blown fuse, alarm PMC
Refuse removal	103/4114	December	£1,046.00	£1,000.00	-£46.00	Sanitary bins (looking at new quotes)
Grove Lodge						
Utilities - Water	104/4104	Mar-19	£329.00	£300.00	-£29.00	Expected year overspend £139 - under budgeted WATER2BUSINESS
Alarm System	104/4109	Sept / Dec	£647.00	£200.00	-£447.00	SPANSEC Digi Air Monitoring £255, Discharge Test £240
Community Services						
CCTV	105/4212	September	£81,600.00	£80,844.00	-£756.00	NSC CCTV Contribution
Blue Plaques	105/4228	November	£1,559.00	£1,000.00	-£559.00	Additional Blue Plaques
Democratic Representation						
Election Costs	108/4018	August	£38,869.00	£15,000.00	-£23,869.00	In-year costs increased
Blakehay Central Costs						
Equipment Rental	120/4031	to be corrected Jan-19	£2,049.00	£1,551.00	-£498.00	No overspend / inl corrective entries Jan'19
Blakehay Box Office						
Staffing Costs	124/4000	December	£15,336.00	£15,075.00	-£261.00	In-year costs increased
Museum Central Costs						
Travel & Subsistance	140/4012	October - December	£312.00	£200.00	-£112.00	1 x volunteer commuting by train
Equipment purchase	140/4030	April	£1,241.00	£1,200.00	-£41.00	NISBETS - New freezer £899.95
Equipment Repairs	140/4034	August	£400.00	£200.00	-£200.00	CORNWALL - Emergency till repair
Stationary	140/4036	to be corrected Jan-19	£803.00	£750.00	-£53.00	No overspend / inl corrective entries Jan'19
NNDR	140/4102	May	£53,976.00	£52,398.00	-£1,578.00	WSM BID Levy 2019/20
Alarm system	140/4109	April - December	£547.00	£500.00	-£47.00	New contracts, SPANSEC & SATURN
Refuse Removal	140/4114	December	£2,547.00	£2,500.00	-£47.00	Contract changed due to overspend
Licenses	140/4131	to be corrected Jan-19	£1,269.00	£875.00	-£394.00	No overspend / inl corrective entries Jan'19
Museum Café						
PPE / Health & Safety	142/4014	September & October	£1,462.00	£1,200.00	-£262.00	RENTOKIL pest control, qtly Sept-Nov £747.67, Dec-Feb £388.30
Refuse Removal	142/4114	September - December	£679.00	£562.00	-£117.00	Contract changed due to overspend, saving £53.70/mnth
Central Grounds						
Vehicle Maintenance	400/4025	November	£2,868.00	£2,000.00	-£868.00	THWHITE Grass cutter repairs £1517.69
Equipment Repairs	400/4034	November	£2,136.00	£2,000.00	-£136.00	WEST garden machinery repairs £419.27
Refuse removal	400/4114	May-19	£3,650.00	£3,000.00	-£650.00	TOWENS skip cost from 2018/2019 £1030.08
Milton Road Cemetery						
NNDR	420/4102	to be corrected Jan-19	£3,514.00	£3,250.00	-£264.00	No overspend / inl corrective entries Jan'19
Utilities - Water	420/4104	December	£567.00	£475.00	-£92.00	In-year costs increased
Alarm System	420/4109	October - December	£386.00	£250.00	-£136.00	In-year costs increased
Street Furniture						
Dogbin Purchase	460/4115	May	£2,505.00	£1,500.00	-£1,005.00	Reissue of payment for bin contribution from 18/19
Dogbin emptying	460/4116	November - December	£16,119.00	£15,462.00	-£657.00	Extra pymnt to NSC as no emptying made by Greenaways
Prince Wales Clock/welcome	460/4157	December	£542.00	£500.00	-£42.00	Xmas Lights
Parks & Play Areas						
Advertising & Marketing	470/4039	April - December	£1,000.00	£550.00	-£450.00	Internal billing from VIC (Love Weston) £700
Tourism & VIC costs						
Staffing Costs	482/4000	September - October	£30,197.00	£27,198.00	-£2,999.00	In-year costs increased
Advertising & Marketing	482/4039	to be corrected Jan-19	£2,589.00	£2,500.00	-£89.00	No overspend / inl corrective entries Jan'19
VIC Stock	482/4125	to be corrected Jan-19	£7,928.00	£7,000.00	-£928.00	No overspend / inl corrective entries Jan'19

Policy & Finance Committee 17th February 2020

Bad Debt report – Request to write off debt

Report from the Deputy Town Clerk / Responsible Financial Officer

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The council had been made aware of the following relating to a long term bad debt.

Name of Debt: A J Karting Limited

Reason for Debt: Voluntary Liquidation

Net value of Debt: £1,300

The council made application to recover this debt from Hawkins Insolvency on 28th November 2018.

We have now received confirmation that no recovery is possible and that a dividend will not be declared to unsecured creditors as no asserts were realised. (full details of this confirmation are available via the DTC).

It is therefore necessary to write this value off and reduce the relevant income cost centre to this value (Tourism – Visit Weston income).

Members are requested to:

1. Approve the write off of debt to AJ Karting for the net value of £1,300 following confirmation of non-recovery received from the liquidator (Hawkins Insolvency)

Outstanding Balances by Month as at 15/01/2020

A/C Code	Customer Name	Balance	Jan 2020	Dec 2019	Nov 2019	Prior Months	On A/c Pymnts
CHELIS	CHELIS	1,621.04	1,621.04	0.00	0.00	0.00	0.00
GLIDDON	GLIDDON	792.00	0.00	0.00	792.00	0.00	0.00
LIVINGSPIT	LIVINGSPIT	75.00	0.00	0.00	0.00	75.00	0.00
THEMUSIC	THEMUSIC	805.82	0.00	0.00	0.00	805.82	0.00
TURNERJ	TURNERJ	475.20	0.00	0.00	0.00	475.20	0.00
WES001	WESTON COLLEGE	1,388.40	0.00	0.00	0.00	1,388.40	0.00
WES002	WESTON YOUTH ORCHEST	3,693.16	0.00	0.00	0.00	3,693.16	0.00
WES003	WESTON COLLEGE -OTHE	-268.00	0.00	0.00	0.00	-268.00	0.00
WORLEOP	WORLEOP	3,316.80	0.00	0.00	134.40	3,182.40	0.00
	Total Sales Ledger No 1	**11,899.42**	**1,621.04**	**0.00**	**926.40**	**9,351.98**	**0.00**
AJKARTING	AJKARTING	1,560.00	0.00	0.00	0.00	1,560.00	0.00
ALLITT	ALLITT	177.00	0.00	0.00	0.00	177.00	0.00
BLEADONG	BLEADONGOLF	840.00	0.00	0.00	840.00	0.00	0.00
BREAN	BREAN	600.00	0.00	0.00	0.00	600.00	0.00
BREANPLAY	BREANPLAY	70.00	0.00	0.00	0.00	70.00	0.00
BREANSPLA	BREANSPLASH	100.00	0.00	0.00	0.00	100.00	0.00
COUNTRYV	COUNTRYV	600.00	0.00	0.00	600.00	0.00	0.00
GROVES	GROVES	115.00	0.00	115.00	0.00	0.00	0.00
HOWARD	HOWARD	60.00	0.00	0.00	0.00	60.00	0.00
KENILWORT	KENILWORTH	180.00	0.00	0.00	0.00	180.00	0.00
KING	KING	115.00	0.00	0.00	0.00	115.00	0.00
LANE	LANE	60.00	0.00	0.00	0.00	60.00	0.00
LGBT	LGBT FORUM	228.55	0.00	0.00	0.00	228.55	0.00
OCEANAD	OCEANAD	600.00	0.00	0.00	0.00	600.00	0.00
PROUDBAR	PROUDBAR	180.00	0.00	0.00	0.00	180.00	0.00
ROYAL	ROYAL	840.00	0.00	0.00	840.00	0.00	0.00
SOVEREIGN	SOVEREIGN	600.00	0.00	0.00	600.00	0.00	0.00
STRAWBER	STRAWBERRY	300.00	0.00	0.00	0.00	300.00	0.00
THEBEACHE	THEBEACHES	420.00	0.00	0.00	0.00	420.00	0.00
THEBLITZ	THEBLITZ	240.00	0.00	0.00	0.00	240.00	0.00
THEGRANGE	THEGRANGE	180.00	0.00	0.00	0.00	180.00	0.00
THEPIER	THEPIER	420.00	0.00	0.00	420.00	0.00	0.00
TOTTLEA	TOTTLEA	115.00	0.00	115.00	0.00	0.00	0.00
WOOKEY	WOOKEY	120.00	0.00	0.00	120.00	0.00	0.00
WSMRUGBY	WSMRUBY	180.00	0.00	0.00	0.00	180.00	0.00
	Total Sales Ledger No 2	**8,900.55**	**0.00**	**230.00**	**3,420.00**	**5,250.55**	**0.00**
BACKWELL	BACKWELL	25.00	0.00	0.00	0.00	25.00	0.00
BIRD DEAN	BIRD DEAN	552.00	0.00	0.00	0.00	552.00	0.00
CALDERS	CALDERS	60.00	0.00	0.00	60.00	0.00	0.00
CIVIC	CIVIC	378.50	0.00	0.00	318.50	60.00	0.00
COXLEY	COXLEY	42.00	0.00	0.00	0.00	42.00	0.00
EDMONDSN	EDMONDSN	1,152.68	0.00	0.00	603.40	749.28	-200.00
EGERTON	EGERTON	60.00	0.00	60.00	0.00	0.00	0.00
FRIENDSMUS	FRIENDSMUS	75.00	0.00	0.00	75.00	0.00	0.00
	Sub Total C/Fwd	**23,145.15**	**1,621.04**	**290.00**	**5,403.30**	**16,030.81**	**-200.00**

Outstanding Balances by Month as at 15/01/2020

A/C Code	Customer Name	Balance	Jan 2020	Dec 2019	Nov 2019	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	**23,145.15**	**1,621.04**	**290.00**	**5,403.30**	**16,030.81**	**-200.00**
HIGGS	HIGGS	216.00	0.00	0.00	0.00	216.00	0.00
LITTLE	LITTLEFARM	12.00	0.00	0.00	0.00	12.00	0.00
LOCKING	LOCKING	26.25	0.00	0.00	26.25	0.00	0.00
MANSELL	MANSELL	210.00	0.00	0.00	210.00	0.00	0.00
MENDIP	MENDIP	26.25	0.00	26.25	0.00	0.00	0.00
NSCHERITA	NSCHERITAGE	102.00	0.00	102.00	0.00	0.00	0.00
NSCOTHER	NSCOTHER	204.00	0.00	0.00	204.00	0.00	0.00
NSCPEOPLE	NSCPEOPLE	492.00	0.00	0.00	-36.00	528.00	0.00
SWMUSEUM	SWMUSEUM	192.00	0.00	0.00	192.00	0.00	0.00
SYLVIAN	MISTY SYLVIAN	67.00	0.00	0.00	0.00	67.00	0.00
THEATRE	THEATRE	30.30	0.00	0.00	30.30	0.00	0.00
UGLYT	UGLYT	115.25	0.00	115.25	0.00	0.00	0.00
UPHILL	UPHILL	52.50	0.00	52.50	0.00	0.00	0.00
WINDWHISTL	WINDWHISTLE	-26.25	0.00	0.00	0.00	0.00	-26.25
	Total Sales Ledger No 4	**4,064.48**	**0.00**	**356.00**	**1,683.45**	**2,251.28**	**-226.25**
	TOTAL SALES LEDGER BALANCES	**24,864.45**	**1,621.04**	**586.00**	**6,029.85**	**16,853.81**	**-226.25**