



WETHERBY TOWN COUNCIL OFFICER REPORT

To: Town Councillors
From: Iona Taylor, Town Clerk
Date: 3/2/21
Subject: 2021/22 Budget

Purpose of Report

To provide background information to Councillors on the draft budget being recommended for approval by the Budgets & Governance Committee.

Background Information

The Practitioner's Guide from the Joint Panel on Accountability and Governance (2020 edition), which sets out the accounting and governance requirements that Wetherby Town Council must meet, states that: "The authority needs to prepare and approve a budget in a timely manner before setting a precept or rates and prior to the commencement of the financial year."

The deadline for submitting precept requests to Leeds City Council is 12th February 2021. *Wetherby Town Council's budget and precept requirement for the 2021/22 financial year must therefore be agreed at the Town Council meeting on 9th February 2021.*

Councillors who wish to understand more about Local Council finance, budgeting and the precept can read the publication ['The Good Councillors Guide to Finance & Transparency'](#).

The Budgets & Governance Committee has met 4 times in January and February 2021 to consider proposals which have contributed to this draft budget. The final draft budget supplied with this report is recommended for approval by this Committee.

Draft Budget

The draft budget is supplied in three sections:

1. This covering report.
2. Notes giving detailed explanations of the calculations used on specific account lines.
3. The budget document showing a comparison with the 2019/20 and 2020/21 financial years.

The budget setting process started with an intention to replicate proposals for the 2020/21 financial year as closely as possible. This was on the basis that many of the projects and targets from the current financial year haven't been completed or achieved due to the Coronavirus pandemic.

However, the full impact of Covid-19 on Wetherby Town Council became clear as work on the budget progressed:

- The Town Council will not achieve its target of securing £10,000 of miscellaneous income from savings or external funding in the 2021/22 financial year.
- Income from market tolls is significantly reduced (see below), with over £20,000 of income lost during the current financial year.
- £5,323 of funding to pay for a member of staff to work on climate emergency initiatives has not materialised in 2020/21 and is unlikely to be forthcoming in the next financial year.

Assumptions / Caveats

- To try and reduce the deficit caused by the pandemic the following items have been removed from the final draft budget:
 - a) Funding to contribute towards a future replacement mower for the cemetery.
 - b) Funding to contribute towards a future replacement van (£1,500 in 2020/21 budget).
 - c) £8,214 of funds to pay for bedding plants as it is hoped that external sponsorship or grant funding can be secured to cover this cost.
 - d) Funding to contribute towards the provision of new office furniture / equipment (£250 in 2020/21 budget).
 - e) Funding to contribute towards the provision of playground renewals as it's assumed that any costs would be met by external funding (£500 in 2020/21).
- Provision has *not* been made for any ongoing costs associated with Coronavirus. It has been assumed that these costs were unique to the 2019/20 and 2020/21 financial years.
- An imminent and significant change to the Council's staffing arrangements is expected. This is likely to have an impact on the Property and Personnel cost centres, but the timing and conclusion of this is out of the Council's hands.
- Provision has remained in the budget for the recruitment of two new members of staff: one administrative and one in a maintenance capacity.
It is assumed that these positions will be filled from 1st July 2021 and are subject to the outcome of the review of the Council being undertaken at the moment.
- There has been no provision made for making a financial contribution to the Queen's Platinum Jubilee event in June 2022, although the Council may consider underwriting any upfront costs and providing working capital.
- £1,200 of funding has been allocated to the Better Wetherby Partnership to cover a combination of meeting costs and professional fees. If not required then the funds could be ear-marked to pay for any planning and development related costs in the future – notionally called a 'planning fighting fund'.
- At the direction of their Treasurer, Councillor O'Byrne, a donation has *not* been included towards the Wetherby Twinning Association.

Market Cost Centre

One of the starkest impacts of the pandemic is the income received from market tolls.

Income from the Thursday market was projected to be £30,210 in 2020/21.

So far only £5,694 has been collected.

It is not yet clear when markets will be allowed to fully re-open and it continues to operate on an essentials only basis, with three traders attending each week.

The 2021/22 figure for income from market tolls (£16,088) has been calculated by assuming that there will be 50% occupancy of all stalls, based on 50 weeks of markets and 33 pitches at £19.50 each.

This allows either for a reduced toll to be charged, or for there to be spaces on the market.

A preliminary discussion has been held with the Council's stall erection contractor with a view to looking at how costs could be reduced on the largest item of expenditure in this cost centre. Initial proposals have been included in the budget, but it must be noted that the Council is tied in to a 6 month notice period with the current contractor.

A markets committee meeting has been convened for Thursday 18th February 2021.



Personnel Expenditure

A detailed budget for expenditure on staffing has been prepared. This is confidential as it details the pay rates of all members of staff but is shared with Members of the Budgets & Governance and Staffing Committees.

The Town Council's budget does not include payments to Town Hall caretakers as this cost is borne by the Trustees of Wetherby Town Hall.

All pay rates are above the national minimum wage and the Real Living Wage.

The staffing budget includes the following assumptions:

- That staff will be paid in accordance with National Joint Council (NJC) scales. The pay scales for 2021/22 have not yet been issued, so it has been assumed that a 1% cost of living increase alone may be applied. This takes account of recent announcements that public sector pay will be frozen as a result of the Coronavirus pandemic.
- That staff members will have an annual appraisal and may then be awarded an incremental pay award of 1 SCP. The figures included in the budget allow for this increase.
- That National Insurance contributions will remain at 13.8%.
- The actuarial valuation for West Yorkshire Pension Fund has shown an employer pension contributions requirement of 14.4%. The draft budget makes allowance for keeping it at the 15% contributed in recent years, and putting 0.6% in to an Ear Marked Reserve pot as a precaution against any future shortfall.

Implications

Staying 'on-budget' is reliant on the following, key points:

- £5,800 of income being generated / savings made in the markets cost centre.
- £8,214 of funding being found to cover the cost of bedding plants.
- £12,836 being saved on the staffing budget through vacancy factors. This has been included to achieve a balanced budget.

The Council's general reserves fund is healthy at £85,358.67, compared to a suggested figure of £65,224. If the Council does not stay on-budget during the 2021/22 budget then any deficit will see this fund reduced.

It is the Clerk's duty to report that verbal guidance from the Yorkshire Local Councils Associations Chief Officer is that the Council's budget should not be over complicated and that it would not be unreasonable to set a deficit budget given the current economic and social circumstances.

Climate Emergency Considerations

It must be noted that *no* provision has been made for Climate Emergency actions in the draft budget. It is expected that any projects arising in this area will be funded outside of the revenue budget.

Precept Proposal

The draft budget is based upon an increase in the precept of 2%.

The proposed amount to be requested is £292,086.

This is an increase of £5,727 from £286,359 in 2020/21.

It will mean an increase of £1.05 per year for a Band D property (considered to be average as it is the middle Council Tax band). A Band D property would pay £58.58 per year for the Wetherby Town Council element of its Council Tax bill.

Action

- a) To approve or amend then approve the draft budget for the 2021/22 financial year.
- b) To agree the precept requirement for the 2021/22 financial year.



Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1030	Income - Bank Interest	101	Administration	Average of income over past 19 months.
1040	Income - Miscellaneous	101	Administration	Funding target - savings, donations, sponsorship, grants.
1176	Precept	101	Administration	Includes a 2% increase.
1177	Council Tax Support Grant	101	Administration	Confirmed by LCC on 21/12/20.
4100	Telephones & Broadband	101	Administration	£65/mth broadband, £64.75 5xVOIP licenses, plus £85.80 of non-geographic calls.
4101	Mobile Phones	101	Administration	Clerk's mobile - average of past 21 months of use.
4102	Stationery	101	Administration	Average of past 21 months.
4103	Printing	101	Administration	Based on lowest monthly charge by ABC.
4104	IT Costs	101	Administration	£1404 PCM, £579 RBS, £85 Pear (Cemetery), £119.90 Zoom
4106	Postage	101	Administration	Assumes average of past 19 months of expenditure.
4108	Binding of Minutes	101	Administration	Cost to be spread over 2 years. Next required in 2020.
4200	Subscriptions & Memberships	101	Administration	YLCA = 20/21+ 10% £1500, £45 Data Prot
4201	Audit	101	Administration	Angle CDS £590, PKF £1,300
4202	Website	101	Administration	2020 + 5%
4203	Insurance	101	Administration	RIAS 3 year contract from 1/4/18. Allows for increase in premium after recent claims.
4204	Legal & Professional Fees	101	Administration	£1905 for ELAS H&S services.
4205	Election Costs	101	Administration	Assumes building a fund of EMR totalling £7392 by 2023.
4206	Advertising	101	Administration	£300 Hootsuite plan, shared with Town Hall.
4210	Bank Charges	101	Administration	Average of past 21 months of expenditure.
4211	Meeting Room Hire	101	Administration	6 x £35 @ Methodist Church. Not inc. usual TH hire in May.
5301	Publications	101	Administration	Wetherby News
1020	Income - Grants & Donations	102	Property	Assumes 2 Wetherby Whaler donations (£1,150) & bedding plants are funded by Ward Cllrs
4203	Insurance	102	Property	York Rd Depot - average of past 2 years.
4204	Legal & Professional Fees	102	Property	Relates to surveyor's fees on Bath House project. EMR requested at Property 17/3/20
4301	Grass Cutting	102	Property	As per 5 year contract with Farm & Land Services Ltd, runs to 31/3/22.
4304	Waste Removal	102	Property	12 skips at £230 each (2018 price, plus 2.2%)
4305	Water	102	Property	Average of past 21 months.
4306	Gas	102	Property	2017/18 cost plus 2.2%
4307	Rates	102	Property	Assumes a 5% increase on 20/21 rate.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4309	Electricity	102	Property	4 year fixed price deal with Opus.
4310	Grounds Maintenance	102	Property	Price held - confirmed by Pullans 18/11/20
4316	Van Licence	102	Property	Allows for 2% increase, as per between 2020 and 2021.
4317	Van Maintenance	102	Property	Maintains increased budget to allow for new electric vehicle or maintaining an older vehicle.
4318	Replacement Van	102	Property	In to EM Reserves if unused. Doubled to allow for possible electric replacment.
4700	Playground Maintenance	102	Property	Halved due to having predominantly new equipment.
4701	Playground Renewals	102	Property	Scaur Bank movement
4702	Playground Inspection	102	Property	Allows for 7 sites @ £45
4704	Pest Control	102	Property	Rats - LCC £450, Chafer Bugs £1,065, moles £500, general £400.
4710	Treework	102	Property	To cover inspections and maintenance.
5202	Hedgecutting	102	Property	£344 Pullans, £110 Farm & Land (Millennium Field)
5210	Bridge Lights	102	Property	Assumes 1 repair by LCC at £125 each as new, more robust lights.
1040	Income - Miscellaneous	103	Personnel	Savings from vacancy factors, included to give a balanced budget.
4004	Pensions T'fr to EMR	103	Personnel	Transfer 0.6% of pensions contributions to EMR in case of future deficit.
4104	IT Costs	103	Personnel	Lone worker device.
4204	Legal & Professional Fees	103	Personnel	Assumes year 3 of ELAS contract (£1071.36) and £1,000 of specialist support.
8887	Contingency	103	Personnel	Could also be used for professional fees.
5506	Grants & Donations	104	Town Hall	Reduced by £10k. Covers TH's revenue budget. Assumes capital works come from CIL.
1002	Income - Burial Fees	105	Cemetery	Assumes average of past 21 months of income (i.e. 19/20 and 20/21 to date)
1003	Income - Memorial Fees	105	Cemetery	Assumes average of past 21 months of income (i.e. 19/20 and 20/21 to date)
1004	Income - Legal Transfers	105	Cemetery	Assumes average of monthly 19/20 income (i.e. 7 months at time of writing budget).
1007	Income - Church on the Corner	105	Cemetery	Assumes 6 services at £184 and no income from PCC.
1016	Income - Ashes Scattering	105	Cemetery	Assumes average of past 21 months of income (i.e. 19/20 and 20/21 to date)
1017	Income - Plot Purchases	105	Cemetery	Assumes average of past 21 months of income (i.e. 19/20 and 20/21 to date)
4101	Mobile Phones	105	Cemetery	Average of past 21 months.
4304	Waste Removal	105	Cemetery	Includes provision for 2 skips throughout year.
4305	Water	105	Cemetery	Average of past 21 months.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4307	Rates	105	Cemetery	Assumes a 5% increase on 20/21 rate.
4309	Electricity	105	Cemetery	2020/21 ignored due to Church on Corner not in use. Figure from Opus calcs. at time of new contract.
4312	Lawnmower Costs	105	Cemetery	£636.92 for SCAG service, plus £200 for walk behind mower.
4704	Pest Control	105	Cemetery	Allows for one call out from LCC at a cost of £125.
5200	Gravedigging	105	Cemetery	Assumes 7 burials @ £545 each.
5201	Portaloo	105	Cemetery	£20.50 / week - inc. £1/week increase as per previous year.
5202	Hedgecutting	105	Cemetery	Based on quote from K.Taylor
5208	Memorial Plaques	105	Cemetery	Assumes 5 plaques per year at £85.25. Costs recovered.
5209	Church on the Corner	105	Cemetery	Requires internal repainting in 2021.
8887	Contingency	105	Cemetery	Is the average of the past 19 months' expenditure.
5500	Mayor's Allowance	108	Civic & Events	3/4 of usual budget due to Covid.
5501	Councillors Expenses	108	Civic & Events	3/4 of usual budget due to Covid.
8886	S.137 Expenditure	108	Civic & Events	Donation to RBL for two wreaths.
5601	Better Wetherby Partnership	110	Planning & Development	£346.77 one meeting per month, plus £853.23 general funds.
1000	Income - Market Thu Tolls	111	Markets	Assumes 33 stalls at half-rent for 50 weeks.
1013	Farmers Market	111	Markets	Assumes 12 markets with 6 stalls in each. Corresponds to payment to LCC.
1040	Income - Miscellaneous	111	Markets	Target for savings to be made / income to be generated.
4102	Stationery	111	Markets	Assumes that market receipt books will need printing every two years.
4200	Subscriptions & Memberships	111	Markets	NABMA membership.
4307	Rates	111	Markets	Assumes a 5% increase on 20/21 rate.
5705	Farmers Market	111	Markets	Assumes 12 markets with 6 stalls in each. Corresponds to receipt from OTP.

Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	<u>Administration</u>									
1030	Income - Bank Interest	286	719	630	142	0	0	492	0	0
1040	Income - Miscellaneous	0	0	10,000	10	0	0	0	0	0
1176	Precept	270,150	270,150	286,359	286,359	0	0	292,086	0	0
1177	Council Tax Support Grant	7,855	7,855	7,989	7,981	0	0	7,989	0	0
	Total Income	278,291	278,724	304,978	294,492	0	0	300,567	0	0
4100	Telephones & Broadband	1,200	1,109	1,200	1,186	0	0	1,643	0	0
4101	Mobile Phones	130	99	130	196	0	0	169	0	0
4102	Stationery	1,000	563	250	145	0	0	375	0	0
4103	Printing	3,250	3,431	1,750	2,038	0	0	1,080	0	0
4104	IT Costs	1,408	1,372	2,695	4,032	0	0	2,188	0	0
4105	Office Furniture/Equipment	250	71	250	70	0	0	250	0	0
4106	Postage	285	268	180	89	0	0	100	0	0
4107	Computer Costs	996	500	300	5	0	0	1,000	0	0
4108	Binding of Minutes	30	0	30	0	0	0	30	0	0
4109	Office Rental	4,100	4,100	4,100	3,417	0	0	4,100	0	0
4111	Refreshments	150	173	150	49	0	0	150	0	0
4200	Subscriptions & Memberships	1,432	1,417	1,232	1,368	0	0	1,565	0	0
4201	Audit	1,600	500	1,890	2,161	0	0	1,890	0	0
4202	Website	245	0	245	245	0	0	245	0	0
4203	Insurance	1,340	1,295	4,463	4,463	0	0	6,000	0	0
4204	Legal & Professional Fees	1,905	1,904	2,905	1,588	0	0	1,905	0	0
4205	Election Costs	2,464	2,464	965	0	0	0	965	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4206	Advertising	150	356	150	150	0	0	150	0	0
4207	Training - Councillors	150	15	150	116	0	0	150	0	0
4208	Travel - Councillors	100	50	0	0	0	0	100	0	0
4210	Bank Charges	250	357	282	181	0	0	307	0	0
4211	Meeting Room Hire	402	385	0	0	0	0	210	0	0
5301	Publications	71	73	74	73	0	0	75	0	0
5307	Coronavirus	0	0	492	227	0	0	0	0	0
8888	Miscellaneous Costs	50	37	150	10	0	0	150	0	0
Overhead Expenditure		22,958	20,539	24,033	21,806	0	0	24,797	0	0
101 Net Income over Expenditure		255,333	258,186	280,945	272,686	0	0	275,770	0	0
6000	plus Transfer from EMR	0	1,864	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		255,333	260,050	280,945	272,686	0		275,770		
102	Property									
1020	Income - Grants & Donations	1,020	0	1,020	0	0	0	1,150	0	0
Total Income		1,020	0	1,020	0	0	0	1,150	0	0
4101	Mobile Phones	50	42	50	73	0	0	50	0	0
4203	Insurance	900	742	337	337	0	0	540	0	0
4204	Legal & Professional Fees	0	0	2,565	2,565	0	0	0	0	0
4300	Petrol costs	25	41	0	0	0	0	40	0	0
4301	Grass Cutting	9,685	5,192	9,685	11,648	0	0	9,685	0	0
4302	Machinery - Running Costs	100	0	100	0	0	0	100	0	0
4304	Waste Removal	2,760	2,069	2,760	1,951	0	0	2,760	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

	<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4305 Water	350	325	350	85	0	0	234	0	0
4306 Gas	77	0	80	0	0	0	25	0	0
4307 Rates	4,455	4,468	4,692	4,541	0	0	4,780	0	0
4308 Rent	12,000	12,000	12,000	11,513	0	0	12,000	0	0
4309 Electricity	820	727	795	306	0	0	590	0	0
4310 Grounds Maintenance	10,388	10,388	10,492	7,831	0	0	10,492	0	0
4313 Consumables	50	79	50	10	0	0	50	0	0
4314 Materials	200	0	0	0	0	0	200	0	0
4315 Van Insurance	593	550	600	471	0	0	500	0	0
4316 Van Licence	250	260	271	265	0	0	270	0	0
4317 Van Maintenance	750	604	500	252	0	0	500	0	0
4318 Replacement Van	800	0	1,500	0	0	0	0	0	0
4319 Van Fuel	500	249	500	8	0	0	500	0	0
4700 Playground Maintenance	1,000	79	1,000	1,278	0	0	1,000	0	0
4702 Playground Inspection	315	341	315	0	0	0	315	0	0
4704 Pest Control	2,415	1,017	2,415	638	0	0	2,415	0	0
4710 Treework	6,000	2,375	5,000	990	0	0	5,000	0	0
4711 Bedding Plants	8,000	8,089	8,000	8,089	0	0	0	0	0
4712 Tools	125	34	125	47	0	0	125	0	0
5202 Hedgecutting	344	448	454	349	0	0	454	0	0
5210 Bridge Lights	500	0	125	0	0	0	125	0	0
5307 Coronavirus	0	0	0	1,355	0	0	0	0	0
5405 Defibrillator	200	0	200	72	0	0	200	0	0
8887 Contingency	3,742	3,845	4,303	8,347	0	0	2,500	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure		67,394	53,962	69,264	63,022	0	0	55,450	0	0
Movement to/(from) Gen Reserve		(66,374)	(53,962)	(68,244)	(63,022)	0		(54,300)		
103	<u>Personnel</u>									
1020	Income - Grants & Donations	0	0	5,323	0	0	0	0	0	0
1040	Income - Miscellaneous	0	0	0	429	0	0	12,836	0	0
Total Income		0	0	5,323	429	0	0	12,836	0	0
4000	Salaries	111,894	113,669	149,540	101,737	0	0	154,353	0	0
4001	HMRC - NI Employer Contrib	9,000	8,982	13,068	7,929	0	0	11,471	0	0
4002	WYPF	16,784	17,078	22,431	14,806	0	0	22,227	0	0
4004	Pensions T'fr to EMR	0	0	0	0	0	0	926	0	0
4025	Uniforms & Workwear	200	260	250	9	0	0	250	0	0
4026	Training - Staff	1,000	1,134	1,000	780	0	0	1,000	0	0
4027	SLCC Membership	576	493	600	281	0	0	500	0	0
4028	Payroll Software	423	406	120	71	0	0	204	0	0
4029	Travel - Staff	100	196	150	16	0	0	200	0	0
4030	Recruitment Costs	0	0	250	0	0	0	250	0	0
4104	IT Costs	0	0	13	13	0	0	400	0	0
4204	Legal & Professional Fees	2,071	1,072	3,071	1,163	0	0	2,071	0	0
5307	Coronavirus	0	0	300	492	0	0	0	0	0
8887	Contingency	0	0	0	0	0	0	1,000	0	0
8888	Miscellaneous Costs	0	0	0	92	0	0	0	0	0
Overhead Expenditure		142,048	143,290	190,793	127,390	0	0	194,852	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(142,048)</u>	<u>(143,290)</u>	<u>(185,470)</u>	<u>(126,961)</u>	<u>0</u>		<u>(182,016)</u>		
104	<u>Town Hall</u>									
5506	Grants & Donations	35,500	35,500	25,500	24,583	0	0	25,500	0	0
5802	PWL B TH Loan	22,800	22,791	22,800	22,791	0	0	22,800	0	0
Overhead Expenditure		<u>58,300</u>	<u>58,291</u>	<u>48,300</u>	<u>47,375</u>	<u>0</u>	<u>0</u>	<u>48,300</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(58,300)</u>	<u>(58,291)</u>	<u>(48,300)</u>	<u>(47,374)</u>	<u>0</u>		<u>(48,300)</u>		
105	<u>Cemetery</u>									
1002	Income - Burial Fees	14,299	12,381	12,336	9,161	0	0	12,309	0	0
1003	Income - Memorial Fees	3,725	3,862	4,848	2,517	0	0	3,645	0	0
1004	Income - Legal Transfers	610	432	422	434	0	0	495	0	0
1007	Income - Church on the Corner	0	1,859	2,237	0	0	0	1,104	0	0
1016	Income - Ashes Scattering	240	72	123	72	0	0	82	0	0
1017	Income - Plot Purchases	9,190	14,468	14,345	6,619	0	0	12,050	0	0
Total Income		<u>28,064</u>	<u>33,074</u>	<u>34,311</u>	<u>18,803</u>	<u>0</u>	<u>0</u>	<u>29,685</u>	<u>0</u>	<u>0</u>
4101	Mobile Phones	50	91	110	99	0	0	109	0	0
4300	Petrol costs	700	605	700	89	0	0	500	0	0
4302	Machinery - Running Costs	500	199	500	407	0	0	500	0	0
4304	Waste Removal	0	0	420	0	0	0	420	0	0
4305	Water	140	134	140	77	0	0	120	0	0
4307	Rates	2,342	2,584	2,713	2,695	0	0	2,836	0	0
4309	Electricity	200	719	827	152	0	0	827	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

	<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4312 Lawnmower Costs	7,394	7,960	837	121	0	0	837	0	0
4313 Consumables	100	2	100	0	0	0	100	0	0
4704 Pest Control	100	0	125	0	0	0	125	0	0
4712 Tools	-100	0	100	17	0	0	100	0	0
5200 Gravedigging	4,185	2,685	4,029	3,170	0	0	3,815	0	0
5201 Portaloo	1,024	1,022	1,024	768	0	0	1,066	0	0
5202 Hedgecutting	767	950	1,000	0	0	0	1,000	0	0
5205 Walls	0	0	200	0	0	0	0	0	0
5207 Workshop	50	3	250	0	0	0	0	0	0
5208 Memorial Plaques	253	0	426	179	0	0	426	0	0
5209 Church on the Corner	250	182	500	66	0	1,203	500	0	0
8887 Contingency	750	1,206	1,440	0	0	0	1,000	0	0
8888 Miscellaneous Costs	0	0	0	742	0	0	0	0	0
Overhead Expenditure	18,705	18,340	15,441	8,580	0	1,203	14,281	0	0
Movement to/(from) Gen Reserve	9,359	14,733	18,870	10,222	0		15,404		
106 Welcome to Wetherby									
1010 Income - Walking Booklets	0	380	0	166	0	0	0	0	0
1011 Income - W2W Booklets	0	0	0	66	0	0	0	0	0
1014 Income - W2W Bags	0	147	0	0	0	0	0	0	0
1037 Income - Y2019	0	907	0	0	0	0	0	0	0
1038 Income - Platinum Jubilee	0	162	0	0	0	0	0	0	0
Total Income	0	1,596	0	232	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5305	Y2019	0	1,221	0	0	0	0	0	0	0
5306	Platinum Jubilee Event	0	134	0	0	0	0	0	0	0
8888	Miscellaneous Costs	500	759	500	355	0	0	500	0	0
	Overhead Expenditure	500	2,114	500	355	0	0	500	0	0
	106 Net Income over Expenditure	-500	-518	-500	-123	0	0	-500	0	0
6001	less Transfer to EMR	0	0	0	232	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(500)</u>	<u>(518)</u>	<u>(500)</u>	<u>(355)</u>	<u>0</u>		<u>(500)</u>		
108	<u>Civic & Events</u>									
5500	Mayor's Allowance	1,000	1,013	1,000	221	0	0	563	0	0
5501	Councillors Expenses	150	0	150	0	0	0	112	0	0
5502	Remembrance Day	285	307	340	0	0	0	340	0	0
5503	Civic Service	600	1,303	750	126	0	0	650	0	0
5504	Jubilee Award	100	96	150	25	0	0	150	0	0
5506	Grants & Donations	1,000	710	1,000	700	0	0	1,000	0	0
5507	Community Events	0	0	205	0	0	0	0	0	0
8886	S.137 Expenditure	0	60	60	60	0	0	60	0	0
	Overhead Expenditure	3,135	3,489	3,655	1,132	0	0	2,875	0	0
6000	plus Transfer from EMR	0	0	0	490	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(3,135)</u>	<u>(3,489)</u>	<u>(3,655)</u>	<u>(642)</u>	<u>0</u>		<u>(2,875)</u>		
109	<u>Paths Partnership</u>									
1020	Income - Grants & Donations	0	4,108	0	3,184	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income		0	4,108	0	3,184	0	0	0	0	0
4301	Grass Cutting	0	850	0	470	0	0	0	0	0
4310	Grounds Maintenance	0	1,310	0	125	0	0	0	0	0
5202	Hedgecutting	0	0	0	570	0	0	0	0	0
Overhead Expenditure		0	2,160	0	1,165	0	0	0	0	0
Movement to/(from) Gen Reserve		0	1,948	0	2,019	0		0		
110	<u>Planning & Development</u>									
1036	CIL Funds	0	30,085	0	38,044	0	0	0	0	0
Total Income		0	30,085	0	38,044	0	0	0	0	0
5601	Better Wetherby Partnership	3,700	3,018	1,200	0	0	0	1,200	0	0
8888	Miscellaneous Costs	0	1,146	0	0	0	0	0	0	0
Overhead Expenditure		3,700	4,164	1,200	0	0	0	1,200	0	0
110 Net Income over Expenditure		-3,700	25,921	-1,200	38,044	0	0	-1,200	0	0
6000	plus Transfer from EMR	0	2,500	0	0	0	0	0	0	0
6001	less Transfer to EMR	0	30,085	0	38,044	0	0	0	0	0
Movement to/(from) Gen Reserve		(3,700)	(1,664)	(1,200)	0	0		(1,200)		
111	<u>Markets</u>									
1000	Income - Market Thu Tolls	31,298	27,362	30,210	5,694	0	0	16,088	0	0
1013	Farmers Market	864	522	625	204	0	0	238	0	0
1020	Income - Grants & Donations	0	0	0	9,992	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1040	Income - Miscellaneous	0	0	0	0	0	0	5,800	0	0
	Total Income	32,162	27,884	30,835	15,890	0	0	22,126	0	0
4102	Stationery	216	0	7	0	0	0	200	0	0
4200	Subscriptions & Memberships	0	0	298	298	0	0	298	0	0
4206	Advertising	750	286	500	0	0	0	500	0	0
4307	Rates	3,220	3,314	3,480	3,368	0	0	3,373	0	0
5307	Coronavirus	0	0	193	193	0	0	0	0	0
5700	Stall Erection	21,600	20,769	21,600	10,323	0	0	19,200	0	0
5702	Trailer Costs	100	12	250	0	0	0	0	0	0
5703	Banners & Signage	250	0	250	59	0	0	0	0	0
5704	Stall Maintenance	250	0	452	0	0	0	250	0	0
5705	Farmers Market	475	330	350	0	0	0	238	0	0
8888	Miscellaneous Costs	50	14	50	16	0	0	50	0	0
	Overhead Expenditure	26,911	24,725	27,430	14,257	0	0	24,109	0	0
	Movement to/(from) Gen Reserve	5,251	3,158	3,405	1,633	0		(1,983)		
112	<u>Twining</u>									
5300	Twining	250	250	500	0	0	0	0	0	0
	Overhead Expenditure	250	250	500	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(250)	(250)	(500)	0	0		0		
120	<u>Reimbursements</u>									
1101	Income - Reimbursed Admin	0	1,726	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: 2020/21 Approved Budget

		<u>Last Year - 19/20</u>		<u>Current Year - 20/21</u>				<u>Next Year - 21/22</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1102	Income - Property Reimbursed	0	0	0	6,355	0	0	0	0	0
1104	Income - Town Hall Reimbursed	0	5,762	0	3,656	0	0	0	0	0
1106	Income - W2W Reimbursed	0	0	0	140	0	0	0	0	0
1108	Income - Civic Reimbursed	0	1,340	0	310	0	0	0	0	0
1116	Income - Big Toe Reimbursed	0	5,000	0	0	0	0	0	0	0
Total Income		0	13,828	0	10,461	0	0	0	0	0
8101	Reimbursements - Admin	0	2,136	0	0	0	0	0	0	0
8102	Reimbursements - Property	0	8,119	0	45	0	0	0	0	0
8104	Reimbursements - Town Hall	0	5,762	0	177	0	0	0	0	0
8108	Reimbursements - Civic & Event	0	1,000	0	0	0	0	0	0	0
8115	Reimbursements - Big Toe	0	5,438	0	3,003	0	0	0	0	0
Overhead Expenditure		0	22,456	0	3,225	0	0	0	0	0
Movement to/(from) Gen Reserve		0	(8,627)	0	7,236	0		0		
Total Budget Income		339,537	389,299	376,467	381,534	0	0	366,364	0	0
Expenditure		343,901	353,779	381,116	288,307	0	1,203	366,364	0	0
Net Income over Expenditure		-4,364	35,520	-4,649	93,227	0	-1,203	0	0	0
plus Transfer from EMR		0	4,364	0	490	0	0	0	0	0
less Transfer to EMR		0	30,085	0	38,276	0	0	0	0	0
Movement to/(from) Gen Reserve		(4,364)	9,799	(4,649)	55,441	0		0		