

**DRAFT v2.5**

Inflation based on CPIH in October 2024

3.2%

@ 30/11/2024

Month

8

**SUMMARISED INCOME & EXPENDITURE ACCOUNT**

	Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget	Actuals
		Annual @ 30/11/2024	YTD Budget		2023/24	
<b>INCOME</b>						
Precept	777,979	661,678	441,119	441,119	582,238	582,238
Market & Christmas Festival [Net]	38,360	50,628	33,752	48,588	46,967	46,885
Town Hall Commercial Management [Net]	(4,690)	1,008	673	10,020	(1,522)	1,606
Rents [Net]	7,566	7,566	5,044	7,566	7,566	7,566
Interest on Investments	17,513	7,500	5,000	12,771	7,500	15,066
Interest on Bank Accounts	1,187	2,343	1,562	1,659	417	2,385
Income from Sale of Assets	-	-	-	-	-	600
River Mooring [Net]	1,392	1,270	847	1,349	1,213	1,306
Sundry Income	-	-	-	300	-	1,000
<b>TOTAL</b>	<b>839,308</b>	<b>731,993</b>	<b>487,996</b>	<b>523,372</b>	<b>644,380</b>	<b>658,653</b>
<i>Gross value</i>	<i>1,133,299</i>	<i>1,023,426</i>	<i>682,284</i>	<i>677,397</i>	<i>913,827</i>	<i>937,354</i>
<b>EXPENDITURE</b>						
Operational & Administrative Expenses	437,752	420,500	280,333	228,154	392,787	366,909
Civic Expenditure	70,836	67,229	44,819	45,310	61,609	52,924
Open Spaces [NET]	180,371	130,532	87,022	59,802	133,731	108,938
Hatton Rock	23,383	20,945	13,964	9,704	19,479	9,166
Initatives & Projects	103,406	121,728	81,152	35,819	116,720	114,895
<b>TOTAL</b>	<b>815,747</b>	<b>760,934</b>	<b>507,289</b>	<b>378,789</b>	<b>724,325</b>	<b>652,832</b>
<i>Gross value</i>	<i>1,109,738</i>	<i>1,052,367</i>	<i>701,578</i>	<i>532,814</i>	<i>993,772</i>	<i>940,893</i>
<i>Of which is contingency</i>	<i>40,707</i>	<i>38,712</i>			<i>14,947</i>	
<b>NET Surplus (Deficit)</b>	<b>23,560</b>	<b>(28,941)</b>	<b>(19,293)</b>	<b>144,583</b>	<b>(79,945)</b>	<b>5,821</b>
<i>Reconcilliation (Gross Values)</i>	<i>23,560</i>	<i>(28,941)</i>	<i>(19,294)</i>	<i>144,583</i>	<i>(79,945)</i>	<i>(3,539)</i>
<b>Funding (to) / from general reserve</b>	<b>(23,560)</b>	<b>28,941</b>	<b>n/a</b>	<b>-</b>	<b>79,945</b>	<b>(5,821)</b>
<b>Budget Virements (approved post Budget)</b>		<b>-</b>				<b>3,000</b>
<b>General Reserve Policy surplus/(shortfall)</b>	<b>(40,968)</b>					

	2024/25		2023/24
<b>Council Tax Base</b>	<b>14,552.55</b>	<b>14,232.69</b>	<b>13,902.54</b>
<b>Annual Rate Charge Per Household</b>	<b>£53.46</b>	<b>£46.49</b>	<b>£41.88</b>
<b>% change (to prior year)</b>	<b>15.0%</b>	<b>11.0%</b>	<b>2.5%</b>
<b>Precept Change (to prior year)</b>	<b>£116,302</b>	<b>£79,439</b>	<b>£25,996</b>

**Notes:**  
 Some section totals differ for previous years due to some budget lines being discontinued, structural changes and changes in how CIL and contingency are displayed Actual year end value for 2023/24 was a surplus of £3,539.

## MARKET & CHRISTMAS FESTIVAL

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	Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget   Actuals	
		Annual @ 30/11/2024	YTD Budget		2023/24	
<b>INCOME</b>						
Market	172,078	190,222	126,815	121,471	174,356	177,825
	<b>172,078</b>	<b>190,222</b>	<b>126,815</b>	<b>121,471</b>	<b>174,356</b>	<b>177,825</b>
<b>EXPENDITURE</b>						
Market - District Council Share	103,247	114,133	76,089	72,882	104,613	106,706
Market - Tripartite Marketing Expenses	3,442	3,804	2,536	-	3,487	-
Christmas Festival	27,029	21,657	14,438	-	19,288	24,234
	<b>133,717</b>	<b>139,594</b>	<b>93,063</b>	<b>72,882</b>	<b>127,388</b>	<b>130,940</b>
<b>NET INCOME</b>	<b>38,360</b>	<b>50,628</b>	<b>33,752</b>	<b>48,588</b>	<b>46,967</b>	<b>46,885</b>

## TOWN HALL COMMERCIAL MANAGEMENT

	Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget   Actuals	
		Annual @ 30/11/2024	YTD Budget		2023/24	
<b>INCOME</b>						
Lettings	47,500	47,500	31,667	33,957	43,011	36,219
Sundry Income	-	-	-	-	6	113
	<b>47,500</b>	<b>47,500</b>	<b>31,667</b>	<b>33,957</b>	<b>43,017</b>	<b>36,331</b>
<b>EXPENDITURE</b>						
Personnel	43,153	33,534	22,356	16,900	29,187	26,323
Security Personnel	1,652	1,014	676	429	1,634	726
Cleaning & Laundry	872	4,544	3,029	3,635	4,257	4,104
PRS and Licenses	2,500	2,500	1,667	2,384	3,555	983
Operating Equipment	912	1,400	933	589	914	1,205
Travel & Subsistence	100	-	-	-	-	-
Marketing, Publicity & Special Projects	3,000	3,000	2,000	-	3,000	1,245
Other Costs	-	500	333	-	500	139
	<b>52,190</b>	<b>46,492</b>	<b>30,994</b>	<b>23,937</b>	<b>44,538</b>	<b>34,725</b>
<b>NET INCOME</b>	<b>(4,690)</b>	<b>1,008</b>	<b>672</b>	<b>10,020</b>	<b>(1,522)</b>	<b>1,606</b>

# OPERATIONAL & ADMINISTRATION

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## EXPENDITURE

Salaries, Wages and Related Costs
Travel and Subsistence
STC Meeting Expenses & Subsistence
Recruitment
Advertising & Publicity
Newspapers
Subscriptions
Councillor & Staff Training
Professional Fees
Audit Fees
Bank Charges & Interest
Combined Insurance Policy
Payroll Services
Health & Safety
Rates & Water Rates
Cleaning
Heating & Lighting
General Repairs, Maintenance & Sundry (OPEX)
Town Hall Planned Maintenance, Repairs & CAPEX Projects
Alarm & CCTV Call Out
Lift Maintenance Contract
Office Equipment and Furniture & Stationery
Postage & Carriage
Equipment Rental
Telephones
IT
Website Maintenance
Rother Street Clock Tower
Street Furniture Operational / Maintenance Costs
Avon Planning Services
Neighbourhood Plan Monitoring & Review
Election Expenditure (Inc Polls/Pro Challenges)
Borough Records

Proposed Budget 2025/26	Budget 2024/25		Year to Date	Budget	Actuals
	Annual @ 30/11/2024	YTD Budget	Actuals Budget 2024/25	2023/24	
281,319	246,501	164,334	156,884	220,738	234,199
250	250	167	-	250	78
250	1,000	667	125	1,000	523
2,500	1,500	1,000	642	1,500	-
250	100	67	-	100	-
72	72	48	40	72	60
2,979	5,035	3,357	3,986	4,600	3,991
1,686	3,565	2,377	1,089	3,565	2,924
2,105	4,211	2,808	1,360	8,900	3,404
11,855	9,585	6,390	580	6,350	650
609	645	430	393	750	605
19,003	16,012	10,675	11,430	14,401	15,474
3,436	2,471	1,647	1,180	2,160	3,050
1,500	1,500	1,000	-	1,500	-
30,776	30,776	20,518	17,394	30,991	25,646
5,064	-	-	3,635	-	-
10,611	18,113	12,075	6,208	14,000	16,874
14,890	15,981	10,654	6,389	12,508	13,261
11,000	30,000	20,000	-	10,000	4,452
-	1,475	983	-	1,000	1,421
2,966	1,622	1,081	1,270	1,000	1,447
3,557	4,586	3,057	1,652	3,900	3,470
300	400	267	202	750	212
1,734	2,037	1,358	1,120	2,274	1,393
2,487	2,644	1,763	1,606	3,200	2,610
9,812	8,185	5,456	6,338	8,600	7,906
1,095	435	290	522	500	332
616	250	167	203	250	267
1,011	-	-	855	2,000	798
6,120	4,200	2,800	2,920	4,200	4,260
2,500	2,000	1,333	480	2,000	660
5,000	5,000	3,333	-	18,462	16,940
400	350	233	(350)	350	-
<b>437,752</b>	<b>420,500</b>	<b>280,333</b>	<b>228,154</b>	<b>392,787</b>	<b>366,909</b>

# CIVIC EXPENDITURE

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## EXPENDITURE

Mayor's Allowance  
 Mayor's Travelling  
 Civic Insignia  
 Receptions (Formal & Informal)  
 Honoraria  
 Printing & Stationery  
 Floral Decorations  
 Civic Robes  
 Civic Gifts  
 SBC - Town Council funding contribution  
 Christmas Activities  
 Festival & Events...HODS  
 D-Day & VE Day  
 Contingency (including Events tbc)  
 National Mourning Protocol  
 Event Security inc. traffic management

EXPENDITURE	Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget 2023/24	Actuals 2023/24
		Annual @ 30/11/2024	YTD Budget			
Mayor's Allowance	4,500	4,500	3,000	2,826	4,500	3,698
Mayor's Travelling	4,466	3,500	2,333	2,978	3,500	3,509
Civic Insignia	2,000	1,000	667	366	1,000	735
Receptions (Formal & Informal)	7,500	7,000	4,667	7,664	8,000	1,229
Honoraria	4,230	3,979	2,653	2,020	3,359	3,471
Printing & Stationery	539	500	333	349	500	204
Floral Decorations	-	650	433	265	650	440
Civic Robes	500	500	333	35	500	250
Civic Gifts	100	100	67	88	100	81
SBC - Town Council funding contribution	28,500	25,000	16,667	13,333	20,000	20,000
Christmas Activities	5,000	3,000	2,000	5,000	5,000	5,138
Festival & Events...HODS	1,000	1,000	667	150	2,000	-
D-Day & VE Day	1,000	-	-	784	-	75
Contingency (including Events tbc)	-	5,000	3,333	48	5,000	3,336
National Mourning Protocol	1,500	1,500	1,000	-	-	-
Event Security inc. traffic management	10,000	10,000	6,667	9,404	7,500	10,759
	<b>70,836</b>	<b>67,229</b>	<b>44,819</b>	<b>45,310</b>	<b>61,609</b>	<b>52,924</b>

# OPEN SPACES

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## INCOME

Cemetery Purchase & Interment Fees	80,000
Cemetery Memorial Fees	8,500
Cemetery Sundry Income (Seating/Trees/Transfers)	1,500
Tranquility Garden Purchase & Interment Fees	12,500
Tranquility Garden Memorial Fees	3,225
Allotments (Park Road) - Tenancy Rental	175

## EXPENDITURE

Salaries, Wages & Related Costs	200,102
Training	3,000
Health & Safety	1,000
Vehicle Expenses	18,163
Vehicle Replacement Contingency	3,688
Travel & Subsistence	845
Equipment	6,500
Cemetery CCTV	600
Cemetery Rates and Water Rates	5,718
Cemetery Heating & Lighting	3,000
Cemetery Telephone	495
General Ground Maintenance	8,500
Cemetery Repairs & Maintenance	10,000
Cemetery Grave Excavation	5,700
Cemetery Sundry Seating & Trees	1,951
Cemetery Land Extension Fees	15,000
Holy Trinity & Garden of Remembrance Special Repairs and Maintenance	1,000
Holy Trinity & Garden of Remembrance Boundary Wall Repairs	-
Tranquility Garden Maintenance & Development Costs	1,000
Allotments (Park Road) Lease	10
Allotments (Park Road) Set up & Maintenance Costs	-

## NET EXPENDITURE

	Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget   Actuals 2023/24	
		Annual @ 30/11/2024	YTD Budget			
	80,000	80,000	53,333	33,801	74,725	68,445
	8,500	8,500	5,667	8,880	11,011	9,815
	1,500	1,500	1,000	3,100	4,151	1,860
	12,500	11,947	7,965	9,173	5,786	10,377
	3,225	3,225	2,150	2,252	1,672	3,176
	175	175	117	-	175	280
	<b>105,900</b>	<b>105,347</b>	<b>70,231</b>	<b>57,206</b>	<b>97,520</b>	<b>93,953</b>
	200,102	154,313	102,876	98,610	156,604	142,794
	3,000	3,000	2,000	-	3,000	-
	1,000	250	167	-	250	-
	18,163	15,000	10,000	11,191	15,000	16,204
	3,688	3,688	2,458	-	3,688	-
	845	700	467	546	558	642
	6,500	6,000	4,000	1,995	5,700	1,942
	600	400	267	274	400	397
	5,718	5,718	3,812	3,500	4,863	4,764
	3,000	2,500	1,667	(9,619)	4,239	304
	495	450	300	293	450	441
	8,500	17,000	11,333	5,505	7,000	7,407
	10,000	1,100	733	-	1,100	-
	5,700	4,750	3,167	2,280	4,750	3,610
	1,951	600	400	1,149	600	-
	15,000	15,000	10,000	730	15,000	18,560
	1,000	4,400	2,933	554	4,500	5,541
	-	-	-	-	-	-
	1,000	1,000	667	-	1,000	200
	10	10	7	-	10	-
	-	-	-	-	-	84
	<b>286,271</b>	<b>235,879</b>	<b>157,253</b>	<b>117,008</b>	<b>231,251</b>	<b>202,891</b>
	<b>180,371</b>	<b>130,532</b>	<b>87,021</b>	<b>59,802</b>	<b>133,731</b>	<b>108,938</b>

# HATTON ROCK

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## EXPENDITURE

Rent  
Rates  
Service Costs  
Sundry Expenses

Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget	Actuals
	Annual @ 30/11/2024	YTD Budget			
15,513	14,839	9,893	7,458	13,490	6,617
5,769	5,006	3,338	3,497	4,768	2,019
1,400	1,000	667	(1,000)	800	423
300	100	67	-	100	-
<b>23,383</b>	<b>20,945</b>	<b>13,964</b>	<b>9,704</b>	<b>19,479</b>	<b>9,166</b>

## INITIATIVES & PROJECTS

## EXPENDITURE

Initiatives & Special Projects - Over £20K  
Initiatives & Special Projects - Under £20K  
CCTV / Town Projects / Partnership Working  
TCSP (Strategic Partnership) - STC funding contribution  
Stratforward - BID Levy  
Special Projects & Events  
Newsletters / Quality Status  
Climate Change Initiatives

Proposed Budget 2025/26	Budget 2024/25		Year to Date Actuals Budget 2024/25	Budget	Actuals
	Annual @ 30/11/2024	YTD Budget			
55,000	70,000	46,667	-	75,000	75,000
12,500	12,500	8,333	7,533	-	-
33,880	33,873	22,582	22,582	33,873	33,873
750	600	400	600	600	-
1,276	1,063	709	739	886	709
-	-	-	56	-	150
-	1,500	1,000	-	1,500	462
-	2,192	1,461	4,308	3,861	3,525
<b>103,406</b>	<b>121,728</b>	<b>81,152</b>	<b>35,819</b>	<b>116,720</b>	<b>114,895</b>

# RESERVES

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	Forecast to end of 2024/25	Actuals -	Actuals -	Actuals -
		2023/24	2022/23	2021/22
<b>Designated Reserves</b>				
Building Maintenance Reserve	40,664	10664	5,116	5,116
Cemetery Land & Building Maint. Reserve	58,575	44305	42,135	45,400
Allotment Reserve	4,662	4662	4,662	4,662
Holy Trinity Churchyard & Monuments Reserve	8,633	8633	9,674	9,674
Election Expenses Reserve	6,522	1522	18,462	18,462
Christmas Festival Reserve	-	0	4,726	5,106
Events Reserve	6,952	2000	5,000	5,000
Vehicle Replacement Reserve	8,875	5187.5	1,500	12,500
Climate Change Reserve	11,108	11108	11,108	14,549
<b>Designated Reserves Total</b>	<b>145,991</b>	<b>88,082</b>	<b>102,383</b>	<b>125,469</b>
<b>Restricted Designated Reserves</b>				
Community Infrastructure Levy (CIL)	217,853	127921	69,727	29,544
Town Centre Strategic Partnership (TCSP)	798	198	1,698	4,561
Shakespeare's Statue Restoration Reserve	8,547	8547	8,576	17,855
Shakespeare Birthday Celebrations Reserve	48,267	67403	66,543	72,832
<b>Restricted Designated Reserves Total</b>	<b>275,465</b>	<b>204,069</b>	<b>146,544</b>	<b>124,792</b>
Management Accounts Forecast Variance Surplus/(Deficit)	129,197	-	-	-
<b>General Reserve</b>	<b>158,166</b>	<b>150,836</b>	<b>140,074</b>	<b>149,948</b>
<b>Total Reserves</b>	<b>579,622</b>	<b>442,987</b>	<b>389,001</b>	<b>400,209</b>
<b>Total Forecast Increase/(Decrease) in Designated Reserves</b>	<b>57,910</b>			
<b>Total Forecast Increase/(Decrease) in Restricted Designated Reserves</b>	<b>71,396</b>			
<b>Total Increase/(Decrease) in General Reserve</b>	<b>7,330</b>			

<b>RESERVES SUMMARY</b>		<b>TOTALS</b>	
General Reserve at end of 2023/24	150,836	Designated Reserves @ Y/E 2023/24	88,082
Gross Expenditure 2023/24	940,893	Rt'd Designated Reserves @ Y/E 2023/24	204,069
General Reserve value required for policy	235,223	<b>TOTAL:</b>	<b>292,151</b>
Funds required to meet reserve policy minimum	84,387		
Budgeted Increase/(Reduction) of General Reserve 2024/25	(86,851)	Budgeted transfer from / (to) Des.Res.	(57,910)
Budgeted General Reserve at end of 2024/25	63,985	<b>Designated @ end of 2024/25</b>	<b>145,991</b>
Forecast Surplus in Management Accounts 2024/25	129,197		
<b>Forecast General Reserve at end of 2024/25</b>	<b>222,123</b>		
<b>Estimated Gross Expenditure 2024/25</b>	<b>1,052,367</b>		
<b>General Reserve value required for policy 2025/26</b>	<b>263,092</b>		
<b>Funds required to meet reserve policy</b>	<b>40,968</b>		
Forecast Increase/(Decrease) to General Reserve 2025/26	5,981	Forecast Increase/(Reduction)	17,580
<b>Forecast General Reserve at end of 2025/26</b>	<b>228,104</b>	<b>Designated end of 2025/26</b>	<b>163,571</b>
		Total Increase/(Reduction) in 2025/26	23,560