

## Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 30/11/2023)

## Administration

| Code             | Title                           | Receipts |        |          | Payments          |                  |                  | Net Position           |
|------------------|---------------------------------|----------|--------|----------|-------------------|------------------|------------------|------------------------|
|                  |                                 | Budgeted | Actual | Variance | Budgeted          | Actual           | Variance         | +/- Under/over spend   |
| 1                | Town Clerk Salary               |          |        |          | 47,602.45         | 31,108.11        | 16,494.34        | 16,494.34 (34%)        |
| 3                | Employer Pension Contributions  |          |        |          | 5,486.81          | 2,615.03         | 2,871.78         | 2,871.78 (52%)         |
| 4                | Employer NIC Contributions      |          |        |          | 7,733.32          | 4,445.54         | 3,287.78         | 3,287.78 (42%)         |
| 5                | Employee Expenses               |          |        |          | 250.00            | 11.88            | 238.12           | 238.12 (95%)           |
| 6                | PAYE Software & support         |          |        |          |                   |                  |                  | (N/A)                  |
| 7                | Staff Training                  |          |        |          | 800.00            | 75.00            | 725.00           | 725.00 (90%)           |
| 8                | Telephone & Internet            |          |        |          | 500.00            | 1,393.68         | -893.68          | -893.68 (-178%)        |
| 9                | Data Protection                 |          |        |          | 40.00             | 35.00            | 5.00             | 5.00 (12%)             |
| 10               | Office Equipment                |          |        |          | 4,500.00          | 293.00           | 4,207.00         | 4,207.00 (93%)         |
| 11               | IT Hardware, Software & Support |          |        |          | 2,200.00          | 1,347.74         | 852.26           | 852.26 (38%)           |
| 12               | Insurance                       |          |        |          | 1,200.00          | 591.53           | 608.47           | 608.47 (50%)           |
| 13               | Annual Subscriptions            |          |        |          | 1,700.00          | 1,260.88         | 439.12           | 439.12 (25%)           |
| 14               | Office Admin/supplies           |          |        |          | 400.00            | 118.19           | 281.81           | 281.81 (70%)           |
| 38               | Training - Councillors          |          |        |          | 500.00            |                  | 500.00           | 500.00 (100%)          |
| 39               | Storage                         |          |        |          | 2,500.00          | 28.93            | 2,471.07         | 2,471.07 (98%)         |
| 44               | Deputy Clerk Salary             |          |        |          | 24,188.12         | 12,734.43        | 11,453.69        | 11,453.69 (47%)        |
| 50               | Market Manager Salary           |          |        |          | 7,507.50          | 1,560.00         | 5,947.50         | 5,947.50 (79%)         |
| 51               | Facilities Manager Salary       |          |        |          | 8,151.57          |                  | 8,151.57         | 8,151.57 (100%)        |
| <b>SUB TOTAL</b> |                                 |          |        |          | <b>115,259.77</b> | <b>57,618.94</b> | <b>57,640.83</b> | <b>57,640.83 (50%)</b> |

## Finance

| Code             | Title        | Receipts |        |          | Payments        |               |               | Net Position         |
|------------------|--------------|----------|--------|----------|-----------------|---------------|---------------|----------------------|
|                  |              | Budgeted | Actual | Variance | Budgeted        | Actual        | Variance      | +/- Under/over spend |
| 16               | Audit fees   |          |        |          | 1,200.00        | 617.10        | 582.90        | 582.90 (48%)         |
| 17               | Bank Charges |          |        |          | 250.00          | 60.00         | 190.00        | 190.00 (76%)         |
| <b>SUB TOTAL</b> |              |          |        |          | <b>1,450.00</b> | <b>677.10</b> | <b>772.90</b> | <b>772.90 (53%)</b>  |

## Legal

| Code             | Title                 | Receipts |        |          | Payments        |        |                 | Net Position           |
|------------------|-----------------------|----------|--------|----------|-----------------|--------|-----------------|------------------------|
|                  |                       | Budgeted | Actual | Variance | Budgeted        | Actual | Variance        | +/- Under/over spend   |
| 18               | Solicitor/consultants |          |        |          | 6,000.00        |        | 6,000.00        | 6,000.00 (100%)        |
| <b>SUB TOTAL</b> |                       |          |        |          | <b>6,000.00</b> |        | <b>6,000.00</b> | <b>6,000.00 (100%)</b> |

## Communications &amp; PR

| Code | Title                               | Receipts |        |          | Payments |        |          | Net Position         |
|------|-------------------------------------|----------|--------|----------|----------|--------|----------|----------------------|
|      |                                     | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 19   | Communications                      |          |        |          | 200.00   |        | 200.00   | 200.00 (100%)        |
| 20   | Website/email address support       |          |        |          | 500.00   |        | 500.00   | 500.00 (100%)        |
| 21   | Recruitment                         |          |        |          | 500.00   |        | 500.00   | 500.00 (100%)        |
| 40   | Branding and NTC logo development   |          |        |          |          |        |          | (N/A)                |
| 41   | Marketing costs_Events and Mailings |          |        |          | 600.00   | 107.00 | 493.00   | 493.00 (82%)         |

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| SUB TOTAL                 |                                   |          |        |          | 1,800.00  | 107.00   | 1,693.00  | 1,693.00 (94%)       |
|---------------------------|-----------------------------------|----------|--------|----------|-----------|----------|-----------|----------------------|
| <b>Grants</b>             |                                   |          |        |          |           |          |           |                      |
|                           |                                   | Receipts |        |          | Payments  |          |           | Net Position         |
| Code                      | Title                             | Budgeted | Actual | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 22                        | Section 137                       |          |        |          | 4,500.00  | 2,000.00 | 2,500.00  | 2,500.00 (55%)       |
| 54                        | Community grants awarded thro     |          |        |          | 3,000.00  |          | 3,000.00  | 3,000.00 (100%)      |
| SUB TOTAL                 |                                   |          |        |          | 7,500.00  | 2,000.00 | 5,500.00  | 5,500.00 (73%)       |
| <b>Office Services</b>    |                                   |          |        |          |           |          |           |                      |
|                           |                                   | Receipts |        |          | Payments  |          |           | Net Position         |
| Code                      | Title                             | Budgeted | Actual | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 27                        | Hire of office space/council chan |          |        |          | 4,000.00  | 3,362.40 | 637.60    | 637.60 (15%)         |
| SUB TOTAL                 |                                   |          |        |          | 4,000.00  | 3,362.40 | 637.60    | 637.60 (15%)         |
| <b>Highways</b>           |                                   |          |        |          |           |          |           |                      |
|                           |                                   | Receipts |        |          | Payments  |          |           | Net Position         |
| Code                      | Title                             | Budgeted | Actual | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 23                        | Street Furniture                  |          |        |          | 5,000.00  |          | 5,000.00  | 5,000.00 (100%)      |
| 24                        | Station Rd Verges (Longstanton    |          |        |          | 650.00    |          | 650.00    | 650.00 (100%)        |
| SUB TOTAL                 |                                   |          |        |          | 5,650.00  |          | 5,650.00  | 5,650.00 (100%)      |
| <b>Community Projects</b> |                                   |          |        |          |           |          |           |                      |
|                           |                                   | Receipts |        |          | Payments  |          |           | Net Position         |
| Code                      | Title                             | Budgeted | Actual | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 31                        | Council/Community Events          |          |        |          | 2,500.00  | 269.95   | 2,230.05  | 2,230.05 (89%)       |
| 42                        | Market Management                 |          |        |          | 10,128.00 | 1,007.72 | 9,120.28  | 9,120.28 (90%)       |
| 43                        | Assets for Events                 |          |        |          | 500.00    | 254.96   | 245.04    | 245.04 (49%)         |
| 49                        | Warm Hub                          |          |        |          |           | 2,595.06 | -2,595.06 | -2,595.06 (N/A)      |
| 52                        | Park Play                         |          |        |          | 5,000.00  | 5,000.00 |           | (0%)                 |
| 59                        | Youth work/Connections Bus        |          |        |          | 3,570.00  |          | 3,570.00  | 3,570.00 (100%)      |
| SUB TOTAL                 |                                   |          |        |          | 21,698.00 | 9,127.69 | 12,570.31 | 12,570.31 (57%)      |
| <b>Contingency</b>        |                                   |          |        |          |           |          |           |                      |
|                           |                                   | Receipts |        |          | Payments  |          |           | Net Position         |
| Code                      | Title                             | Budgeted | Actual | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 25                        | Contingency                       |          |        |          | 500.00    | 199.00   | 301.00    | 301.00 (60%)         |
| SUB TOTAL                 |                                   |          |        |          | 500.00    | 199.00   | 301.00    | 301.00 (60%)         |

## Summary of Receipts and Payments

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| Income           |                                | Receipts          |                   |                   | Payments |        |          | Net Position             |
|------------------|--------------------------------|-------------------|-------------------|-------------------|----------|--------|----------|--------------------------|
|                  |                                | Budgeted          | Actual            | Variance          | Budgeted | Actual | Variance | +/- Under/over spend     |
| 28               | Precept                        | 111,159.41        | 111,159.42        | 0.01              |          |        |          | 0.01 (0%)                |
| 32               | Sponsorship Developers - Xmas  | 1,000.00          | 1,000.00          |                   |          |        |          | (0%)                     |
| 33               | S106_EMR_Community Endowr      |                   |                   |                   |          |        |          | (N/A)                    |
| 34               | S106_EMR_Town Boards_Phase     |                   |                   |                   |          |        |          | (N/A)                    |
| 45               | Grant Funding - Market Develop |                   |                   |                   |          |        |          | (N/A)                    |
| 46               | Warm Hub Grant funding         |                   | 2,967.37          | 2,967.37          |          |        |          | 2,967.37 (N/A)           |
| 47               | Market Stall Fees              | 8,145.00          | 1,604.00          | -6,541.00         |          |        |          | -6,541.00 (-80%)         |
| 48               | Contribution to Noticeboard    |                   |                   |                   |          |        |          | (N/A)                    |
| 55               | Grant funding - other          | 2,000.00          |                   | -2,000.00         |          |        |          | -2,000.00 (-100%)        |
| 56               | Pavilion - room hire fees      | 8,000.00          |                   | -8,000.00         |          |        |          | -8,000.00 (-100%)        |
| 57               | Sport pitches - hire fees      | 4,000.00          |                   | -4,000.00         |          |        |          | -4,000.00 (-100%)        |
| 58               | Interest                       | 40.00             |                   | -40.00            |          |        |          | -40.00 (-100%)           |
| 60               | Park Play - match funding      |                   | 2,500.00          | 2,500.00          |          |        |          | 2,500.00 (N/A)           |
| <b>SUB TOTAL</b> |                                | <b>134,344.41</b> | <b>119,230.79</b> | <b>-15,113.62</b> |          |        |          | <b>-15,113.62 (-11%)</b> |

| Civic and Democratic Represe |                                  | Receipts |        |          | Payments        |               |                 | Net Position          |
|------------------------------|----------------------------------|----------|--------|----------|-----------------|---------------|-----------------|-----------------------|
|                              |                                  | Budgeted | Actual | Variance | Budgeted        | Actual        | Variance        | +/- Under/over spend  |
| 15                           | Chairman Allowance               |          |        |          | 100.00          |               | 100.00          | 100.00 (100%)         |
| 35                           | Election costs                   |          |        |          |                 |               |                 | (N/A)                 |
| 36                           | Insignia - Mayor's Chain and Bar |          |        |          | 2,000.00        |               | 2,000.00        | 2,000.00 (100%)       |
| 37                           | Civic ceremonies and events      |          |        |          | 500.00          | 260.41        | 239.59          | 239.59 (47%)          |
| <b>SUB TOTAL</b>             |                                  |          |        |          | <b>2,600.00</b> | <b>260.41</b> | <b>2,339.59</b> | <b>2,339.59 (89%)</b> |

| Facilities Services |                          | Receipts |        |          | Payments         |        |                  | Net Position            |
|---------------------|--------------------------|----------|--------|----------|------------------|--------|------------------|-------------------------|
|                     |                          | Budgeted | Actual | Variance | Budgeted         | Actual | Variance         | +/- Under/over spend    |
| 53                  | Management and Utilities |          |        |          | 25,000.00        |        | 25,000.00        | 25,000.00 (100%)        |
| <b>SUB TOTAL</b>    |                          |          |        |          | <b>25,000.00</b> |        | <b>25,000.00</b> | <b>25,000.00 (100%)</b> |

## Summary

|                    |                   |                   |                   |                   |                  |                   |                         |
|--------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|-------------------------|
| <b>NET TOTAL</b>   | <b>134,344.41</b> | <b>119,230.79</b> | <b>-15,113.62</b> | <b>191,457.77</b> | <b>73,352.54</b> | <b>118,105.23</b> | <b>102,991.61 (31%)</b> |
| V.A.T.             |                   |                   |                   |                   | 1,436.24         |                   |                         |
| <b>GROSS TOTAL</b> |                   | <b>119,230.79</b> |                   |                   | <b>74,788.78</b> |                   |                         |