

Sprowston Town Council Year Ending 31st March 2023**Summary Income & Expenditure by Budget Heading year to date to****31st March 2023**

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<u>Administration</u>					
Expenditure	210,916	215,021	4,105	4,105	98.1%
Income/Precept	1,179,927	215,021	-964,906	-	
<u>Allotments</u>					
Expenditure	5,067	6,386	1,319	1,319	79.3%
Income/Precept	6,266	6,386	196	-	
<u>Cemetery</u>					
Expenditure	102,661	114,006	11,345	11,345	90.0%
Income/Precept	153,226	114,006	-39,220	-	
<u>Grants</u>					
Expenditure	26,820	28,000	1,180	1,180	95.8%
Income/Precept	27,998	28,000	2	-	
<u>Diamond Centre</u>					
Expenditure	210,167	207,285	-2,882	-2,882	101.4%
Income/Precept	234,120	207,285	-26,835	-	
<u>Parks</u>					
Expenditure	222,686	257,591	34,905	34,905	86.4%
Income/Precept	258,653	257,591	-208	-	
<u>Street Scene</u>					
Expenditure	99,004	86,789	-12,215	-12,215	114.1%
Precept	87,602	86,789	-813	-	
<u>Viking Community Hub</u>					
Expenditure	29,959	13,875	-16,084	-16,084	215.9%
Precept	13,875	13,875	0	-	
<u>Held Funds</u>					
Expenditure	738	-	-	-	-
Income	711	-	-	-	-
<u>Totals</u>					
Expenditure	907,279	928,953	21,674	37,757	97.7%
Income	1,217,694	185,340	1,032,354	n/a	657.0%
Precept	743,973	743,613	-360	n/a	100.0%
<u>Surplus / Shortfall</u>					
	1,054,387	0			
Transfers from reserves					
	26,083				
Surplus / Shortfall after reserves					
	1,080,470				

Sprowston Town Council Year Ending 31st March 2023**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2023****Administration**

		<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>% Budget</u> <u>Spent</u>
	<u>Expenditure</u>				
6001	Administration - Wages/Salaries	123,080	125,116	2036	98.4%
6002	Administration - Employers NI	11,245	11,990	745	93.8%
6003	Administration - Superannuation	26,677	29,402	2725	90.7%
7005	Administration - Building Repairs	295	300	5	98.2%
7008	Administration - Insurance	8,407	9,000	593	93.4%
7009	Administration - Legal Fees	2,251	3,000	749	75.0%
7010	Administration - Bank Charges & Interest Charges	516	750	234	68.8%
7012	Administration - Audit Fees	4,289	3,700	-589	115.9%
7013	Administration - Parish News Letter	4,047	3,900	-147	103.8%
7014	Administration - Election Expenses	4,527	4,250	-277	106.5%
7015	Administration - Travelling	248	800	552	31.0%
7016	Administration - Phone/Communications	-	50	50	0.0%
7017	Administration - IT	9,939	10,000	61	99.4%
7018	Administration - Website	-	1,500	1500	0.0%
7019	Administration - Cleaning	2,703	2,503	-200	108.0%
7020	Administration - Postage	113	150	37	75.6%
7021	Administration - Stationery	782	1,200	418	65.2%
7022	Administration - Printing & Photocopying	575	500	-75	115.0%
7024	Administration - Advertising	-	100	100	0.0%
7025	Administration - Subscriptions	2,187	2,200	13	99.4%
7026	Administration - Publications	-	60	60	0.0%
7027	Administration - Training	1,458	2,000	542	72.9%
7028	Administration - Health and Safety	824	1,000	176	82.4%
7029	Administration - Equipment Lease	1,574	1,150	-424	136.8%
7030	Administration - Chairmans Allowance	194	200	6	97.1%
7040	Administration - Covid 19 Expenses	80	100	20	79.9%
7041	Administration - Recruitment Costs	4,854	-	-4854	n/a
7042	Administration - Sundries and Contingencies	50	100	50	50.2%
8100	Bad Debts	-	-	0	n/a
9995	Discrepancies	0	-	0	n/a
	<u>Total Expenditure</u>	210,916	215,021	4,105	98.1%
	<u>Income</u>				
4006	Administration - Bank & Investment Income	3,341	500	-2841	
4020	Administration - S.106 / CIL	962,065	0	-962,065	
4090	Administration - Precept	214,521	214,521	0	
	<u>Total Income</u>	1,179,927	215,021	-964,906	
	<u>Total Income Less CIL</u>	217,862	215,021	-2,841	
	<u>Surplus / Shortfall</u>	969,011	0		

Sprowston Town Council Year Ending 31st March 2023**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2023****Allotments**

		<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>% Budget</u> <u>Spent</u>
	<u>Expenditure</u>				
6101	Allotments - Wages/Salaries	2,678	3,315	636	80.8%
6102	Allotments - Employers NI	251	293	42	85.7%
6103	Allotments - Superannuation	624	779	155	80.1%
5101	Allotments - Vermin Control	505	640	135	78.9%
7104	Allotments - Water	957	760	-197	125.9%
7106	Allotments - General Repairs	51	500	449	10.3%
5102	Allotments - Sundries and Contingencies	0	100	100	0.0%
	<u>Total Expenditure</u>	<u>5,067</u>	<u>6,386</u>	<u>1,319</u>	<u>79.3%</u>
	<u>Income</u>				
4101	Allotments - Allotment Rental	3,482	3,605	123	
4102	Allotments - Water Charges Received	688	760	72	
4103	Allotments - Admin Charge	75			
4091	Allotments - Precept	2,021	2,021	0	
	<u>Total Income</u>	<u>6,266</u>	<u>6,386</u>	<u>196</u>	
	<u>Surplus / Shortfall</u>	<u>1,199</u>	<u>0</u>		

Sprowston Town Council Year Ending 31st March 2023**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2023****Cemetery**

	<u>Actual</u>	<u>Annual</u>	<u>Variance to</u>	<u>% Budget</u>	
	<u>Year to Date</u>	<u>Budget</u>	<u>Annual Total</u>	<u>Spent</u>	
<u>Expenditure</u>					
6201	Cemetery - Wages/Salaries	48,212	53,038	4,826	90.9%
6202	Cemetery - Employers NI	4,515	4,682	167	96.4%
6203	Cemetery - Superannuation	11,235	12,464	1,229	90.1%
5211	Cemetery - Trees, Shrubs and Plants	435	500	65	87.0%
5215	Cemetery - Waste Disposal and Skip Hire	2,417	2,060	-357	117.3%
5220	Cemetery - Maintenance/Equipment	2,028	1,000	-1,028	202.8%
5221	Cemetery - Memorial Wall Expenses	262	400	138	65.4%
5222	Cemetery - Benches Expenditure	0	1,400	1,400	0.0%
5223	Cemetery - Memorial Safety Repairs	0	165	165	0.0%
7202	Cemetery - Rates	2,420	2,575	155	94.0%
7203	Cemetery - Heat and Light	75	700	625	10.7%
7204	Cemetery - Water	147	115	-32	127.5%
7205	Cemetery - Opening/Closing Gates	245	1,135	891	21.5%
7207	Cemetery - Cleaning	4,093	4,172	79	98.1%
7211	Cemetery - Loan Charges	20,803	21,500	697	96.8%
5202	Cemetery - Sundries and Contingencies	2,141	100	-2,041	2141.2%
5201	Cemetery - Equipment Container	3,633	8,000	4,367	45.4%
	<u>Total Expenditure</u>	102,661	114,006	11,345	90.0%
<u>Income</u>					
4203	Cemetery - Exclusive Rights Purchase	84,307	55,000	-29,307	
4204	Cemetery - Interment	39,502	31,000	-8,502	
4205	Cemetery - Memorials and Inscriptions	12,083	7,500	-4,583	
4206	Cemetery - Benches Income	68	3,600	3,532	
4092	Cemetery - Precept	17,266	16,906	-360	
	<u>Total Income</u>	153,226	114,006	-39,220	
	<u>Surplus / Shortfall</u>	50,565	0		

Sprowston Town Council Year Ending 31st March 2023

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2023

Grants

		<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>% Budget</u> <u>Spent</u>
	<u>Expenditure</u>				
5307	Grants - Donations	5,320	6,500	1,180	81.8%
5308	Grants - Sprowston Supporting Our Community Together	0	0	0	0.0%
5311	SYEP - Outreach Worker and School Holiday Outreach	21,500	21,500	0	100.0%
	<u>Total Expenditure</u>	26,820	28,000	1,180	95.8%
	<u>Income</u>				
4305	Grants - Coronavirus Grants	0	0	0	
4307	Grants - Recycling Credits	28	30	2	
4093	Grants - Precept	27,970	27,970	0	
	<u>Total Income</u>	27,998	28,000	2	
	<u>Surplus / Shortfall</u>	1,178	0		

Sprowston Town Council Year Ending 31st March 2023**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2023****Diamond Centre**

	<u>Actual</u>	<u>Annual</u>	<u>Variance to</u>	<u>% Budget</u>	
	<u>Year to Date</u>	<u>Budget</u>	<u>Annual Total</u>	<u>Spent</u>	
<u>Expenditure</u>					
5415	Diamond Centre - Waste Disposal and Skip Hire	622	670	47	92.9%
5421	Diamond Centre - Room Hire Expenses	3,003	3,000	-3	100.1%
5422	Diamond Centre - Equipment /Purchases	2,947	1,030	-1,917	286.1%
5424	Diamond Centre - Nursery Costs	120	100	-20	120.0%
7402	Diamond Centre - Rates	15,469	16,000	531	96.7%
7403	Diamond Centre - Heat and Light	15,358	17,500	2,142	87.8%
7404	Diamond Centre - Water	2,133	1,100	-1,033	194.0%
7405	Diamond Centre - Building Repairs	5,359	2,575	-2,784	208.1%
7407	Diamond Centre - Cleaning and Supplies	38,476	37,500	-976	102.6%
7408	Diamond Centre - Maintenance	6,682	7,210	528	92.7%
7411	Diamond Centre - Loan Charges	114,405	115,500	1,095	99.1%
7416	Diamond Centre - Phone / Communications	0	0	0	0.0%
5402	Diamond Centre - Sundries and Contingencies	51	101	50	50.4%
7409	Diamond Centre - Sinking fund for planned maintenance	0	5,000	5,000	0.0%
7410	Diamond Centre - CLLR Ward Highways Fund	5,543	0	-5,543	N/A
	<u>Total Expenditure</u>	210,167	207,285	-2,882	101.4%
<u>Income</u>					
4415	Diamond Centre - Hire of	86,156	60,000	-26,156	
4416	Diamond Centre - Field Hire	26	0	-26	
4417	Diamond Centre - Cinema Receipts	1,453	800	-653	
4418	Diamond Centre - Grants Received	0	0	0	
4094	Diamond Centre - Precept	146,485	146,485	0	
	<u>Total Income</u>	234,120	207,285	-26,835	
	<u>Surplus / Shortfall</u>	23,953	0		
	Transfer from reserves*	5,543			
	<u>Surplus / Shortfall after reserves</u>	29,496			

*Transfer from Cllr Ward's NCC Highways Fund

Sprowston Town Council Year Ending 31st March 2023**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2023****Parks**

	<u>Actual</u>	<u>Annual</u>	<u>Variance to</u>	<u>% Budget</u>	
	<u>Year to Date</u>	<u>Budget</u>	<u>Annual Total</u>	<u>Spent</u>	
<u>Expenditure</u>					
6501	Parks - Wages/Salaries	40,177	56,352	16,175	71.3%
6502	Parks - Employers NI	3,763	4,975	1,212	75.6%
6503	Parks - Superannuation	9,363	13,243	3,880	70.7%
5508	Parks - Machinery Tool Repair / Replace	22,941	25,000	2,059	91.8%
5509	Parks - Playground Equipment Repairs	13,691	14,000	309	97.8%
5510	Parks - Horticultural Consumables	26	1,500	1,474	1.8%
5511	Parks - Trees, Shrubs and Plants	2,915	6,000	3,085	48.6%
5512	Parks - Sports Pitches Consumables	2,502	1,500	-1,002	166.8%
5513	Parks - Paths, Seats and Signs, Shelters	3,799	4,000	201	95.0%
5514	Parks - Fencing, Gates and Walls	1,367	3,000	1,633	45.6%
5515	Parks - Waste Disposal and Skip Hire	2,339	2,000	-339	117.0%
5516	Parks - Fuel for Machinery	4,980	4,100	-880	121.5%
5517	Parks - Health and Safety Inc. Protective Clothing	3,395	4,000	605	84.9%
5518	Parks - Pavilion	0	0	0	0.0%
5520	Parks - Dogs & Litter Bins	6,752	7,100	348	95.1%
7502	Parks - Rates	14,471	15,914	1,443	90.9%
7503	Parks - Heat and Light	8,569	7,000	-1,569	122.4%
7504	Parks - Water	6,125	5,000	-1,125	122.5%
7505	Parks - Building Repairs	25,192	4,000	-21,192	629.8%
7507	Parks - Caretaking, Cleaning and Supplies	36,602	39,707	3,105	92.2%
7516	Parks - Phone / Communications	9	100	91	9.4%
7519	Parks - Training	1,470	4,000	2,530	36.8%
5502	Parks - Sundries and Contingencies	131	100	-31	130.7%
7517	Parks - Events Summer Fete 2022. Queen's Jubilee	12,107	15,000	2,893	80.7%
7518	Parks - Sinking fund for play equipment replacement	0	20,000	20,000	0.0%
	<u>Total Expenditure</u>	222,686	257,591	34,905	86.4%
<u>Income</u>					
4508	Parks - Bowling Green Fees	3,367	3,925	558	
4509	Parks - Cricket Square Fees	0	90	90	
4510	Parks - Football Pitch Fees	6,356	5,648	-708	
4512	Parks - Pavilion Hire Fees	1,099	500	-599	
4514	Parks - Grants Received	855			
4519	Parks - Recreation Ground Hire	50	849	798	
4520	Parks - Hire of Recreation Ground Office	39	100	61	
4521	Parks - Fete Fees	408	0	-408	
4095	Parks - Precept	246,479	246,479	0	
	<u>Total Income</u>	258,653	257,591	-208	
	<u>Surplus / Shortfall</u>	35,967	0		
	Transfer from reserves*	20,540			
	Surplus / Shortfall after reserves	56,507			

*Transfer to pay for removal of cold water storage tanks in pavilion

Sprowston Town Council Year Ending 31st March 2023**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2023****Street Scene**

		<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>% Budget</u> <u>Spent</u>
	<u>Expenditure</u>				
6701	Street Scene - Wages/Salaries	16,071	19,889	3,818	80.8%
6702	Street Scene - Employers NI	1,505	1,756	251	85.7%
6703	Street Scene - Superannuation	3,745	4,674	929	0.0%
5603	Street Scene - Streetlight Maintenance	19,675	12,350	-7,325	159.3%
5604	Street Scene - Notice Board and Signs	66	1,750	1,684	3.8%
5605	Street Scene - Grass Verges	0	1,000	1,000	0.0%
5606	Street Scene - Shelters	1,410	3,000	1,590	47.0%
7603	Street Scene - Heat and Light	54,953	40,600	-14,353	135.4%
7611	Street Scene - Loan Charges	0	0	0	0.0%
5602	Street Scene - Sundries and Contingencies	27	100	73	27.0%
7607	Street Scene - Cleaning	1,552	1,670	118	92.9%
	<u>Total Expenditure</u>	99,004	86,789	-12,215	114.1%
	<u>Income</u>				
4513	Street Scene - Delegated Verge Cutting	12,225	11,433	-792	
4098	Street Scene - Verge Rewilding	21	0	-21	
4096	Street Scene - Precept	75,356	75,356	0	
	<u>Total Income</u>	87,602	86,789	-813	
	<u>Surplus / Shortfall</u>	-11,402	0		

Sproston Town Council Year Ending 31st March 2023

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2023

Viking Community Hub Development

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<u>Expenditure</u>					
5701 Viking Hub - Purchase	0	0	0	0	0.0%
5702 Viking Hub - Professional Fees	18,220	0	-18,220	-18,220	0.0%
5703 Viking Hub - Surveys, etc	0	0	0	0	0.0%
5704 Viking Hub - Water	0	515	515	515	0.0%
5705 Viking Hub - Caretaking/Cleaning	0	0	0	0	0.0%
5706 Viking Hub - Heat & Light	-268	4,120	4,388	4,388	-6.5%
5707 Viking Hub - Loan Charges	0	0	0	0	0.0%
5709 Viking Hub - Rates	9,376	8,240	-1,136	-1,136	113.8%
5710 Viking Hub - Building expenses	2,631	1,000	-1,631	-1,631	263.1%
<u>Total Expenditure</u>	<u>29,959</u>	<u>13,875</u>	<u>-16,084</u>	<u>-16,084</u>	<u>215.9%</u>
<u>Income</u>					
4100 Viking Hub - Rental income	0	0	0		
4097 Viking Hub - Precept	13,875	13,875	0		
<u>Total Income</u>	<u>13,875</u>	<u>13,875</u>	<u>0</u>		
4020	<u>To be Paid from CIL*</u>	<u>18,220</u>	<u>0</u>		
	<u>Surplus / Shortfall</u>	<u>2,136</u>	<u>0</u>		

*Transfer from 2022-23 CIL to pay for professional fees

Sproston Town Council Year Ending 31st March 2023

Detailed Income & Expenditure by Cost Centre year to date to 31st March 2023

Dementia Café/Heritage

	<u>Actual</u>	<u>Annual</u>	<u>Variance to</u>	<u>Funds</u>	<u>% Budget</u>
	<u>Year to Date</u>	<u>Budget</u>	<u>Annual Total</u>	<u>Available</u>	<u>Spent</u>
	<u>Expenditure</u>				
5309	Dementia Café	687.74	n/a	n/a	n/a
5309	Heritage Society	50.00	n/a	n/a	n/a
	<u>Total Expenditure</u>	<u>737.74</u>	<u>n/a</u>	<u>n/a</u>	<u>n/a</u>
	<u>Income</u>				
3019	Dementia Café	711.00	n/a	n/a	
3019	Heritage Society	0.00	n/a	n/a	
	<u>Total Income</u>	<u>711.00</u>	<u>n/a</u>		
	<u>Surplus / Shortfall</u>	<u>-26.74</u>	<u>n/a</u>		

Sprowston Town Council Year Ending 31st March 2023

Bank Accounts & Cash

31st March 2023

1200	STC - General Account	35,307
1202	STC - Drawings Account	£162
1203	STC - Salaries Account	£7,642
1205	STC - Treasury Deposits	£0
1206	STC - SPR PAR COU IAS	£910,389
1207	STC - Active Saver Account	£1,069,870
1209	STC - Barclaycard Account	-£1,591
1210	STC - Petty Cash Account	£96

Total Bank & Cash Balances **£2,021,874**

Cash Book

Opening Balance 01/04/2022	£992,456
Add: Total Cash Receipts in year	£1,918,462
Deduct: Total Cash Payments in year	-£889,045
Round Up	£1
	<u>£2,021,874</u>

Sprowston Town Council Year Ending 31st March 2023

Balance Sheet as at

31st March 2023

Current Assets

Sales Ledger	14,672
Other Debtors	-2,357
Prepayments	11,230
Cash at Bank and in Hand	2,021,874
VAT Refund	19,633
Rounding	-1

£2,065,051

Purchase Ledger	15,281
Receipts in Advance	2953
Sundry Creditors	0
Salaries	0
PAYE & NI	0
Pensions	0

£18,234

£2,046,817

Reserves	
Play Equipment Renewals Fund	10,000
Machinery Renewals Fund	20,000
Maintenance	25,000
Town Council Election Fund	0
Street Lighting Renewals Fund	45,000
Contingency Reserve Fund	200,000
Capital Fund	6,739
Diamond Centre Phase 4 Fund	35,000
Viking Public House Development	0
Heritage Fund	3,055
Dementia Café Fund	3,429
General Fund	398,360
CLLR Ward	4,457
General Fund (P&L Acc) - current year	1,053,650
General Fund (P&L Acc) - prior year	242,129
Rounding	-1

£2,046,817

Community Infrastructure Levy (CIL) Summary as at 31st March 2023

Note: all CIL sums are already included in the above balance sheet figures

CIL brought forward from previous financial years	264,012
CIL received financial year ending 31st March 2023	962,065
CIL spent financial year ending 31st March 2023	18,220

Total CIL as at 31/03/2023

£1,207,857