

Sprowston Town Council year ending 31st March 2021**Summary Income & Expenditure by Budget Heading year to date to****31st March 2021**

	<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
<u>Administration</u>						
Expenditure	168,010	173,220	5,210	0	5,210	97.0%
Income/Precept	176,787	173,220	-3,567			
<u>Allotments</u>						
Expenditure	4,815	6,375	1,560	0	1,560	75.5%
Income/Precept	6,357	6,375	18			
<u>Cemetery</u>						
Expenditure	93,528	114,710	21,182	0	21,182	81.5%
Income/Precept	144,469	114,710	-29,759			
<u>Grants</u>						
Expenditure	18,490	16,500	-1,990	0	-1,990	112.1%
Income/Precept	18,824	16,500	-24			
<u>Diamond Centre</u>						
Expenditure	212,298	253,200	40,902	0	40,902	83.8%
Income/Precept	224,028	253,200	29,172			
<u>Parks</u>						
Expenditure	161,354	241,368	80,014	0	80,014	66.8%
Income/Precept	256,850	241,368	-15,482			
<u>Street Scene</u>						
Expenditure	44,300	72,738	28,438	0	28,438	60.9%
Precept	72,738	72,738	0			
<u>Viking Community Hub</u>						
Expenditure	950					
Precept	0					
<u>Held Funds</u>						
Expenditure	90					
Income	251					
<u>Totals</u>						
Expenditure	703,836	878,111	175,315	0	175,315	80.2%
Income	212,291	190,100	-19,640			
Precept	688,011	688,011				
Transfers from reserves						
<u>Surplus / (Shortfall)</u>	196,466	0				

Sprowston Town Council year ending 31st March 2021

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2021

Administration

	<u>Actual</u>	<u>Annual</u>	<u>Variance to</u>	<u>Committed</u>	<u>Funds</u>	<u>% Budget</u>
	<u>Year to Date</u>	<u>Budget</u>	<u>Annual Total</u>	<u>Expenditure</u>	<u>Available</u>	<u>Spent</u>
<u>Expenditure</u>						
6001	Wages/Salaries	98,919	101,000	2,081	2,081	97.9%
6002	Employers Ni	9,914	10,200	286	286	97.2%
6003	Employers Speranuuation	22,751	22,500	-251	-251	101.1%
7005	Administration - Building Repairs	0	800	800	800	0.0%
7008	Administration - Insurance	6,405	7,600	1,195	1,195	84.3%
7009	Administration - Legal Fees	3,801	3,000	-801	-801	126.7%
7010	Administration - Bank Charges & Interest Charges	581	500	-81	-81	116.2%
7012	Administration - Audit Fees	2,802	3,500	699	699	80.0%
7013	Administration - Town News Letter	1,894	3,200	1,306	1,306	59.2%
7014	Administration - Election Expenses	0	4,000	4,000	4,000	0.0%
7015	Administration - Travelling	98	400	302	302	24.6%
7016	Administration - Phone/Communications	0	0	0	0	0.0%
7017	Administration - IT	13,184	7,800	-5,384	-5,384	169.0%
7018	Administration - Website	525	2,000	1,475	1,475	26.3%
7020	Administration - Postage	81	100	19	19	81.2%
7021	Administration - Stationery	688	1,000	312	312	68.8%
7022	Administration - Printing & Photocopying	333	600	267	267	55.5%
7023	Administration - Recreation Ground Council Office	0	0	0	0	0.0%
7024	Administration - Advertising	0	100	100	100	0.0%
7025	Administration - Subscriptions	2,061	2,500	439	439	82.4%
7026	Administration - Publications	0	60	60	60	0.0%
7027	Administration - Training	0	850	850	850	0.0%
7028	Administration - Health & Safety	0	50	50	50	0.0%
7029	Administration - Equipment Lease	1,365	1,160	-205	-205	117.6%
7030	Administration - Chairmans Allowance	32	200	168	168	15.9%
7040	Administration - Covid 19 Expenses	2,576	0	-2,576	-2,576	0.0%
5002	Administration - Sundries & Contingencies	0	100	100	100	0.0%
<u>Total Expenditure</u>		168,010	173,220	5,210	0	97.0%
<u>Income</u>						
4006	Administration - Bank & Investment Income	1,827	5,000	3,173		
4021	Administration - CIL	6,739	0	-6,739		
4090	Administration - Precept	168,220	168,220	0		
<u>Total Income</u>		176,787	173,220	-3,567		
<u>Transfer from reserves</u>		0	0			
<u>Surplus / (Shortfall)</u>		8,776	0			

Sprowston Town Council year ending 31st March 2021**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2021****Allotments**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> Annual Total	<u>Committed</u> Expenditure	<u>Funds</u> Available	<u>% Budget</u> <u>Spent</u>
<u>Expenditure</u>						
6101	Allotments - Gross Pay	2,658	3,000	342	342	88.6%
6102	Allotments - Ers Ni	220	225	5	5	97.8%
6103	Allotments - Superannuation	611	650	39	39	94.1%
5101	Allotments - Vermin Control	480	600	120	120	80.0%
7104	Allotments - Water	785	800	15	15	98.1%
7106	Allotments - General Repairs	60	1,000	940	940	6.0%
5102	Allotments - Sundries & Contingencies	0	100	100	100	0.0%
	<u>Total Expenditure</u>	4,815	6,375	1,560	0	75.5%
<u>Income</u>						
4101	Allotments - Allotment Rental	3,496	3,500	4		
4102	Allotments - Water Charges Received	736	750	14		
4091	Allotments - Precept	2,125	2,125	0		
			0	0		
	<u>Total Income</u>	6,357	6,375	18		
	<u>Surplus / (Shortfall)</u>	1,542	0			

Sprowston Town Council year ending 31st March 2021**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2021****Cemetery**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>	
<u>Expenditure</u>							
6201 Cemetery - Gross Pay	47,852	52,500	4,648		4,648	91.1%	
6202 Cemetery - Ers Ni	4,128	4,400	272		272	93.8%	
6203 Cemetery - Superannuation	11,006	11,700	694		694	94.1%	
5201 Cemetery - Vermin Control	0	1,100	1,100		1,100	0.0%	
5211 Cemetery - Trees, Shrubs & Plants	693	1,000	307		307	69.3%	
5215 Cemetery - Waste Disposal & Skip Hire	2,298	2,000	-298		-298	114.9%	
5220 Cemetery - Maintenance	987	1,000	13		13	98.7%	
5221 Cemetery - Memorial Wall Expenses	1,235	500	-735		-735	247.0%	
5223 Cemetery - Memorial Safety Repairs	0	150	150		150	0.0%	
7202 Cemetery - Rates	2,420	2,500	80		80	96.8%	
7203 Cemetery - Heat & Light	243	600	357		357	40.4%	
7204 Cemetery - Water	96	160	64		64	60.2%	
7205 Cemetery - Opening/Closing Gates	972	1,500	528		528	64.8%	
7207 Cemetery - Cleaning	0	2,000	2,000		2,000	0.0%	
7208 Cemetery - Vehicle & Storage Shed	0	8,000	8,000		8,000	0.0%	
7211 Cemetery - Loan Charges	21,548	25,500	3,952		3,952	84.5%	
5202 Cemetery - Sundries & Contingencies	50	100	50		50	50.0%	
	<u>Total Expenditure</u>	<u>93,528</u>	<u>114,710</u>	<u>21,182</u>	<u>0</u>	<u>21,182</u>	<u>81.5%</u>
<u>Income</u>							
4203 Cemetery - Graves	66,199	47,000	-19,199				
4204 Cemetery - Interment	40,148	30,000	-10,148				
4205 Cemetery - Memorials & Inscriptions	10,412	10,000	-412				
4092 Cemetery - Precept	27,710	27,710	0				
	0	0	0				
	<u>Total Income</u>	<u>144,469</u>	<u>114,710</u>	<u>-29,759</u>			
<u>Transfer from reserves</u>	<u>0</u>	<u>0</u>					
	<u>Surplus / (Shortfall)</u>	<u>50,941</u>	<u>0</u>				

Sprowston Town Council year ending 31st March 2021**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2021****Grants**

		<u>Actual</u> <u>Year to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>
	<u>Expenditure</u>						
5307	Grants - Donations	6,190	6,500	310		310	95.2%
5308	Grants - Sprowston Coronavirus Help Group Exp.	2,300	0	-2,300		-2,300	0.0%
5311	SYEP-Outreach Worker	10,000	10,000	0		0	100.0%
	<u>Total Expenditure</u>	<u>18,490</u>	<u>16,500</u>	<u>-1,990</u>	<u>0</u>	<u>-1,990</u>	<u>112.1%</u>
	<u>Income</u>						
4305	Grants- Corona Virus	2,300	0				
4307	Grants Textile Recycling Credits 2019/20	24	0	-24			
4321	Grants						
4093	Precept - Grant Element	16,500	16,500	0			
		0	0	0			
	<u>Total Income</u>	<u>18,824</u>	<u>16,500</u>	<u>-24</u>			
	<u>Surplus / (Shortfall)</u>	<u>334</u>	<u>0</u>				

Sprowston Town Council year ending 31st March 2021**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2021****Diamond Centre**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>	
<u>Expenditure</u>							
5415	Diamond Centre - Waste Disposal & Skip Hire	585	600	15	15	97.5%	
5421	Diamond Centre - Room Hire Expenses	1,030	3,500	2,470	2,470	29.4%	
5422	Diamond Centre - Equipment/Purchases	0	2,000	2,000	2,000	0.0%	
5424	Diamond Centre - Nursery Costs	0	500	500	500	0.0%	
5425	Diamond Centre - Phase 4 Retention	0	0	0	0	0.0%	
7402	Diamond Centre - Rates	15,469	18,000	2,531	2,531	85.9%	
7403	Diamond Centre - Heat & Light	11,426	16,000	4,574	4,574	71.4%	
7404	Diamond Centre - Water	588	1,500	912	912	39.2%	
7405	Diamond Centre - Building Repairs	2,747	1,000	-1,747	-1,747	0.0%	
7406	Diamond Centre - General Repairs	0	0	0	0	0.0%	
7407	Diamond Centre - Cleaning & Supplies	61,171	75,000	13,829	13,829	81.6%	
7408	Diamond Centre - Maintenance	3,828	9,000	5,172	5,172	42.5%	
7411	Diamond Centre - Loan Charges	115,445	126,000	10,555	10,555	91.6%	
7416	Diamond Centre - Phone/Communications	0	0	0	0	0.0%	
5402	Diamond Centre - Sundries & Contingencies	10	100	90	90	10.0%	
	<u>Total Expenditure</u>	212,298	253,200	40,902	0	40,902	83.8%
<u>Income</u>							
4415	Diamond Centre - Hire of	18,470	70,000	51,530			
4416	Diamond Centre - Field Hire	0	0	0			
4417	Diamond Centre - Cinema Receipts	0	2,500	2,500			
4418	Diamond Centre - Grants Received	24,857	0	-24,857			
4094	Diamond Centre - Precept	180,700	180,700	0			
		0	0	0			
	<u>Total Income</u>	224,028	253,200	29,172			
	Transfer from reserves	0	0				
	<u>Surplus / (Shortfall)</u>	11,730	0				

Sprowston Town Council year ending 31st March 2021**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2021****Parks**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> Annual Total	<u>Committed</u> Expenditure	<u>Funds</u> Available	<u>% Budget</u> Spent	
<u>Expenditure</u>							
6501	Parks - Gross Pay	55,828	60,200	4,372	4,372	92.7%	
6502	Parks - Ers Ni	4,825	5,000	175	175	96.5%	
6503	Parks - Superannuation	12,840	13,600	760	760	94.4%	
5508	Parks - Machinery Tool Repair/Replace	30,540	40,000	9,460	9,460	76.3%	
5509	Parks - Playground Equipment Repairs	560	9,000	8,440	8,440	6.2%	
5510	Parks - Horticultural Consumables	432	2,000	1,568	1,568	21.6%	
5511	Parks - Trees, Shrubs & Plants	2,059	3,500	1,441	1,441	58.8%	
5512	Parks - Sports Pitches Consumables	1,450	1,000	-450	-450	145.0%	
5513	Parks - Paths, Seats & Signs, Shelter	-400	16,368	16,768	16,768	-2.4%	
5514	Parks - Fencing, Gates & Walls	-100	10,000	10,100	10,100	-1.0%	
5515	Parks - Waste Disposal & Skip Hire	1,528	2,500	972	972	61.1%	
5516	Parks - Fuel for Machinery	1,663	4,000	2,337	2,337	41.6%	
5517	Parks - Health & Safety inc Protective Clothing	2,693	5,000	2,307	2,307	53.9%	
5518	Parks - Pavilion	0	0	0	0	0.0%	
5520	Parks- Dogs & Litter Bins	6,642	6,500	-142	-142	102.2%	
7502	Parks - Rates	14,471	15,000	529	529	96.5%	
7503	Parks - Heat & Light	1,815	7,000	5,185	5,185	25.9%	
7504	Parks - Water	3,591	6,000	2,409	2,409	59.9%	
7505	Parks - Building Repairs	7,168	4,000	-3,168	-3,168	179.2%	
7507	Parks - Cleaning & Supplies	796	2,500	1,704	1,704	31.8%	
7511	Parks - Loan Charges	12,831	26,000	13,169	13,169	49.3%	
7516	Parks - Phone/Communications	86	100	14	14	85.9%	
7519	Parks - Training	0	2,000	2,000	2,000	0.0%	
5502	Parks - Sundries & Contingencies	36	100	64	64	35.7%	
	<u>Total Expenditure</u>	161,354	241,368	80,014	0	80,014	66.8%
<u>Income</u>							
4508	Parks - Bowling Green Fees	1,018	3,700	2,682			
4509	Parks - Cricket Square Fees	0	0	0			
4510	Parks - Football Pitch Fees	4,292	4,500	208			
4511	Parks - Tennis Court Fees	0	0	0			
4512	Parks - Pavillion Hire Fees	0	750	750			
4513	Parks - Delegated Verge Cutting	11,031	11,100	69			
4514	Parks - Grants Received	19,907	0	-19,907			
4519	Parks - Recreation Ground Hire	583	800	217			
4520	Parks - Hire of Recreation Ground Office	0	500	500			
4095	Parks - Precept	220,018	220,018	0			
			0	0			
	<u>Total Income</u>	256,850	241,368	-15,482			
	<u>Transfer from reserves</u>	0	0				
	<u>Surplus / (Shortfall)</u>	95,495	0				

Sprowston Town Council year ending 31st March 2021**Detailed Income & Expenditure by Cost Centre year to date to****31st March 2021****Street Scene**

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> <u>Annual Total</u>	<u>Committed</u> <u>Expenditure</u>	<u>Funds</u> <u>Available</u>	<u>% Budget</u> <u>Spent</u>	
<u>Expenditure</u>							
5603	Street Scene - Light Maintenance	11,560	15,000	3,440	3,440	77.1%	
5604	Street Scene - Notice Board & Signs	0	3,500	3,500	3,500	0.0%	
5605	Street Scene - Grass Verges	0	1,000	1,000	1,000	0.0%	
5606	Street Scene -Shelters	-1,780	15,138	16,918	16,918	-11.8%	
7603	Street Scene - Heat & Light	34,520	38,000	3,480	3,480	90.8%	
7611	Street Scene - Loan Charges	0	0	0	0	0.0%	
5602	Street Scene - Sundries & Contingencies	0	100	100	100	0.0%	
	<u>Total Expenditure</u>	44,300	72,738	28,438	0	28,438	60.9%
<u>Income</u>							
4096	Street Scene - Precept	72,738	72,738	0			
			0	0			
	<u>Total Income</u>	72,738	72,738	0			
	<u>Surplus / (Shortfall)</u>	28,438	0				

Sprowston Town Council year ending 31st March 2021

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2021

Viking Community Hub Development

Phase 5

	<u>Actual</u> Year to Date	<u>Annual</u> Budget	<u>Variance to</u> Annual Total	<u>Committed</u> Expenditure	<u>Funds</u> Available	<u>% Budget</u> Spent
<u>Expenditure</u>						
5702 Viking Hub - Professional Fees	950	0	-950		-950	0.0%
5703 Viking Hub - Rates	0	0	0		0	0.0%
5704 Viking Hub - Water	0	0	0		0	0.0%
5705 Viking Hub - Caretaking/Cleaning	0	0	0		0	0.0%
5706 Viking Hub - Heat & Light	0	0	0		0	0.0%
5707 Viking Hub - Loan Charges	0	0	0		0	0.0%
5708 Viking Hub - Sundries & Contingencies	0	0	0		0	0.0%

%

Total Expenditure 950 0 -950 0 -950 0.0%

Income

Viking Hub - Rental income 0 0 0

Total Income 0 0 0

Surplus / (Shortfall) (950) 0

Sprowston Town Council year ending 31st March 2021

Bank Accounts & Cash

31st March 2021

1200	STC - General Account	9,497
1201	STC - Business Premium Account	0
1202	STC - Drawings Account	270
1203	STC - Salaries Account	783
1204	STC - Petty Cash Imprest Account	0
1205	STC - Treasury Deposits	0
1206	STC - Business Saver Account	0
1207	STC - Active Saver Account	716,736
1209	STC - Barclaycard Account	-503
1210	STC - Petty Cash Account	66

Total Bank & Cash Balances **726,849**

Cash Book

Opening Balance 01/04/2020	549,406
Add: Total Cash Receipts in year	876,664
Deduct: Total Cash Payments in year	(699,220)
Round Up	-1
	<u>726,849</u>

