

Sprowston Town Council year ending 31st March 2022**Summary Income & Expenditure by Budget Heading year to date to**

31st March 2022

	<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	200,650	211,049	10,399	0	10,399	95.1%
Income/Precept	651,997	211,049	-440,948			
<u>Allotments</u>						
Expenditure	4,537	6,284	1,747	0	1,747	72.2%
Income/Precept	6,146	6,284	139			
<u>Cemetery</u>						
Expenditure	91,330	107,613	16,283	0	16,283	84.9%
Income/Precept	153,470	107,613	-45,857			
<u>Grants</u>						
Expenditure	22,362	16,500	-5,862	0	-5,862	135.5%
Income/Precept	16,530	16,500	-30			
<u>Diamond Centre</u>						
Expenditure	225,286	243,165	17,879	0	17,879	92.6%
Income/Precept	289,037	243,165	-45,872			
<u>Parks</u>						
Expenditure	155,677	214,951	59,274	0	59,274	72.4%
Income/Precept	195,013	194,951	-62			
<u>Street Scene</u>						
Expenditure	50,802	86,840	36,038	0	36,038	58.5%
Precept	96,840	86,840	-10,000			
<u>Viking Community Hub</u>						
Expenditure	411,672	0	-411,672			
Precept	0					
<u>Held Funds</u>						
Expenditure	301					
Income	170					
<u>Totals</u>						
Expenditure	1,162,617	886,402	-276,215	0	135,758	131.2%
Income	700,658	157,858	-542,800			443.9%
Precept	708,544	708,544	0			
Transfers from reserves		20,000				
<u>Surplus / (Shortfall)</u>	<u>246,586</u>	<u>0</u>				

Sprowston Town Council year ending 31st March 2022

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2022

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	115,953	124,098	8,145	8,145	93.4%
6002	Employers Ni	11,411	11,015	-396	-396	103.6%
6003	Employers Superannuation	27,230	28,576	1,346	1,346	95.3%
7005	Administration - Building Repairs	35	800	765	765	4.4%
7008	Administration - Insurance	6,820	7,850	1,030	1,030	86.9% Zurich Ins
7009	Administration - Legal Fees	2,162	3,100	938	938	69.7%
7010	Administration - Bank Charges & Interest Charges	509	1,000	491	491	50.9%
7012	Administration - Audit Fees	2,829	3,700	872	872	76.4%
7013	Administration - Town News Letter	2,629	4,500	1,871	1,871	58.4%
7014	Administration - Election Expenses	6,573	0	-6,573	-6,573	N/A
7015	Administration - Travelling	223	950	727	727	23.4%
7016	Administration - Phone/Communications	21	600	579	579	3.5%
7017	Administration - IT	9,509	8,100	-1,409	-1,409	117.4% Intouch/S
7018	Administration - Website	0	1,500	1,500	1,500	0.0%
7020	Administration - Postage	181	100	-81	-81	181.0%
7021	Administration - Stationery	886	900	14	14	98.4%
7022	Administration - Printing & Photocopying	574	600	26	26	95.6%
7023	Administration - Recreation Ground Council Office	872	0	-872	-872	N/A Office saf
7024	Administration - Advertising	0	100	100	100	0.0%
7025	Administration - Subscriptions	2,500	2,500	0	0	100.0%
7026	Administration - Publications	0	60	60	60	0.0%
7027	Administration - Training	880	1,500	620	620	58.7%
7028	Administration - Health & Safety	277	200	-77	-77	138.7%
7029	Administration - Equipment Lease	1,555	1,500	-55	-55	103.6%
7030	Administration - Chairmans Allowance	28	200	172	172	13.9%
7040	Administration - Covid 19 Expenses	25	0	-25	-25	N/A
7041	Administration - Recruitment Costs	6,891	7,500	609	609	91.9%
7042	Administration - Sundries & Contingencies	80	100	20	20	80.0%
	<u>Total Expenditure</u>	200,650	211,049	10,399	0	10,399 95.1%
<u>Income</u>						
4006	Administration - Bank & Investment Income	0	1,500	1,500		
4020	Administration - CIL	442,448	0	-442,448		
4090	Administration - Precept	209,549	209,549	0		
			0	0		
	<u>Total Income</u>	651,997	211,049	-440,948		
	<u>Total Income Less CIL</u>	209,549	211,049	1,500		
	<u>Transfer from reserves</u>	6,000	0			
	<u>Surplus / (Shortfall)</u>	457,347	0			

Sprowston Town Council year ending 31st March 2022**Detailed Income & Expenditure by Cost Centre year to date to**

31st March 2022

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> Spent	
<u>Expenditure</u>							
6101	Allotments - Gross Pay	2,563	3,224	661	661	79.5%	
6102	Allotments - Ers Ni	221	282	61	61	78.5%	
6103	Allotments - Superannuation	585	758	173	173	77.1%	
5101	Allotments - Vermin Control	480	620	140	140	77.4%	Pest control annual invoice
7104	Allotments - Water	683	800	117	117	85.4%	
7106	Allotments - General Repairs	0	500	500	500	0.0%	
5102	Allotments - Sundries & Contingencies	5	100	95	95	4.8%	
	<u>Total Expenditure</u>	4,537	6,284	1,747	0	1,747	72.2%
<u>Income</u>							
4101	Allotments - Allotment Rental	3,505	3,605	101			
4102	Allotments - Water Charges Received	762	800	38			
4091	Allotments - Precept	1,879	1,879	0			
			0	0			
	<u>Total Income</u>	6,146	6,284	139			
	<u>Surplus / (Shortfall)</u>	1,609	0				

Sprowston Town Council year ending 31st March 2022**Detailed Income & Expenditure by Cost Centre year to date to**

31st March 2022

Cemetery

	<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>						
6201 Cemetery - Gross Pay	46,134	58,032	11,898		11,898	79.5%
6202 Cemetery - Ers Ni	3,984	5,080	1,096		1,096	78.4%
6203 Cemetery - Superannuation	10,525	13,638	3,113		3,113	77.2%
5201 Cemetery - Equipment	329	0	-329		-329	N/A
5211 Cemetery - Trees, Shrubs & Plants	145	500	355		355	29.0%
5215 Cemetery - Waste Disposal & Skip Hire	1,651	2,000	349		349	82.6%
5220 Cemetery - Maintenance & Equipment	1,189	500	-689		-689	237.8%
5221 Cemetery - Memorial Wall Expenses	1,483	200	-1,283		-1,283	741.7%
5223 Cemetery - Memorial Safety Repairs	0	160	160		160	0.0%
7202 Cemetery - Rates	2,420	2,575	155		155	94.0%
7203 Cemetery - Heat & Light	669	618	-51		-51	108.3%
7204 Cemetery - Water	105	165	60		60	63.8%
7205 Cemetery - Opening/Closing Gates	1,467	1,545	78		78	95.0%
7207 Cemetery - Cleaning	0	500	500		500	0.0%
7208 Cemetery - Vehicle & Storage Shed	0	0	0		0	N/A
7211 Cemetery - Loan Charges	21,176	22,000	824		824	96.3%
5202 Cemetery - Sundries & Contingencies	52	100	48		48	51.8%
<u>Total Expenditure</u>	91,330	107,613	16,283	0	16,283	84.9%
<u>Income</u>						
4203 Cemetery - Graves	86,248	48,410	-37,838			
4204 Cemetery - Interment	35,715	30,900	-4,815			
4205 Cemetery - Memorials & Inscriptions	13,505	10,300	-3,205			
4092 Cemetery - Precept	18,003	18,003	0			
	0	0	0			
<u>Total Income</u>	153,470	107,613	-45,857			
<u>Transfer from reserves</u>	0	0				
<u>Surplus / (Shortfall)</u>	62,140	0				

Sprowston Town Council year ending 31st March 2022**Detailed Income & Expenditure by Cost Centre year to date to**

31st March 2022

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	6,297	6,500	203	203	96.9%
5308	Grants - Sprowston Coronavirus Help Group Exp.	0	0	0	0	0.0%
5311	SYEP-Outreach Worker	16,065	10,000	-6,065	-6,065	160.6%
	<u>Total Expenditure</u>	<u>22,362</u>	<u>16,500</u>	<u>-5,862</u>	<u>0</u>	<u>135.5%</u>
<u>Income</u>						
4305	Grants- Corona Virus	0	0			
4307	Grants Textile Recycling Credits 2019/20	30	0	-30		
4321	Grants					
4093	Precept - Grant Element	16,500	16,500	0		
		0	0	0		
	<u>Total Income</u>	<u>16,530</u>	<u>16,500</u>	<u>-30</u>		
	<u>Surplus / (Shortfall)</u>	<u>(5,831)</u>	<u>0</u>			

Sprowston Town Council year ending 31st March 2022**Detailed Income & Expenditure by Cost Centre year to date to**

31st March 2022

Diamond Centre

	<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>							
5415	Diamond Centre - Waste Disposal & Skip Hire	613	650	37	37	94.2%	
5421	Diamond Centre - Room Hire Expenses	934	3,600	2,666	2,666	25.9%	
5422	Diamond Centre - Equipment/Purchases	711	1,000	289	289	71.1%	
5424	Diamond Centre - Nursery Costs	0	500	500	500	0.0%	
5425	Diamond Centre - Phase 4 Retention	0	0	0	0	N/A	
7402	Diamond Centre - Rates	15,469	18,540	3,071	3,071	83.4%	
7403	Diamond Centre - Heat & Light	13,643	16,480	2,838	2,838	82.8%	
7404	Diamond Centre - Water	718	1,545	827	827	46.5%	
7405	Diamond Centre - Building Repairs	2,309	2,000	-309	-309	115.4%	
7406	Diamond Centre - General Repairs	233	0	-233	-233	NA	
7407	Diamond Centre - Cleaning & Supplies	73,533	77,250	3,717	3,717	95.2%	
7408	Diamond Centre - Maintenance	2,200	6,000	3,800	3,800	36.7%	
7411	Diamond Centre - Loan Charges	114,925	115,500	575	575	99.5%	
7416	Diamond Centre - Phone/Communications	0	0	0	0	NA	
5402	Diamond Centre - Sundries & Contingencies	0	100	100	100	0.0%	
	<u>Total Expenditure</u>	225,286	243,165	17,879	0	17,879	92.6%
<u>Income</u>							
4415	Diamond Centre - Hire of	85,734	40,000	-45,734			
4416	Diamond Centre - Field Hire	938	0	-938			
4417	Diamond Centre - Cinema Receipts	0	800	800			
4418	Diamond Centre - Grants Received	0	0	0			
4094	Diamond Centre - Precept	202,365	202,365	0			
		0	0	0			
	<u>Total Income</u>	289,037	243,165	-45,872			
	Transfer from reserves	0	0				
	<u>Surplus / (Shortfall)</u>	63,751	0				

Sprowston Town Council year ending 31st March 2022

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2022

Parks

	<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>							
6501	Parks - Gross Pay	53,823	67,703	13,880	13,880	79.5%	
6502	Parks - Ers Ni	4,648	5,926	1,278	1,278	78.4%	
6503	Parks - Superannuation	12,279	15,912	3,633	3,633	77.2%	
5508	Parks - Machinery Tool Repair/Replace	8,708	25,000	16,292	16,292	34.8%	
5509	Parks - Playground Equipment Repairs *	20,857	26,000	5,143	5,143	80.2%	
5510	Parks - Horticultural Consumables	382	2,060	1,678	1,678	18.5%	
5511	Parks - Trees, Shrubs & Plants	5,137	9,000	3,863	3,863	57.1%	
5512	Parks - Sports Pitches Consumables	1,284	1,030	-254	-254	124.6%	
5513	Parks - Paths, Seats & Signs, Shelter	2,708	4,000	1,292	1,292	67.7%	
5514	Parks - Fencing, Gates & Walls	1,981	3,000	1,019	1,019	66.0%	
5515	Parks - Waste Disposal & Skip Hire	2,437	2,500	63	63	97.5%	
5516	Parks - Fuel for Machinery	3,735	3,500	-235	-235	106.7%	
5517	Parks - Health & Safety inc Protective Clothing	4,955	5,000	45	45	99.1%	
5518	Parks - Pavilion	0	0	0	0	N/A	
5520	Parks- Dogs & Litter Bins	6,059	6,695	636	636	90.5%	
7502	Parks - Rates	14,471	15,450	979	979	93.7%	
7503	Parks - Heat & Light	3,403	7,210	3,807	3,807	47.2%	
7504	Parks - Water	3,224	6,180	2,956	2,956	52.2%	
7505	Parks - Building Repairs	3,952	4,000	48	48	98.8%	
7507	Parks - Cleaning & Supplies	1,183	2,575	1,392	1,392	45.9%	
7511	Parks - Loan Charges	0	0	0	0	N/A	
7516	Parks - Phone/Communications	37	110	73	73	33.6%	
7519	Parks - Training	350	2,000	1,650	1,650	17.5%	
5502	Parks - Sundries & Contingencies	66	100	34	34	65.8%	
	<u>Total Expenditure</u>	155,677	214,951	59,274	0	59,274	72.4%
<u>Income</u>							
4508	Parks - Bowling Green Fees	3,319	3,811	492			
4509	Parks - Cricket Square Fees	75	90	15			
4510	Parks - Football Pitch Fees	5,708	4,635	-1,073			
4511	Parks - Tennis Court Fees	0	0	0			
4512	Parks - Pavilion Hire Fees	381	500	119			
4513	Parks - Delegated Verge Cutting	11,298	11,433	135			
4514	Parks - Grants Received	0	0	0			
4519	Parks - Recreation Ground Hire	785	824	39			
4520	Parks - Hire of Recreation Ground Office	13	250	237			
4095	Parks - Precept	173,408	173,408	0			
4521	Parks - Fete Fees	25	0	-25			
	<u>Total Income</u>	195,013	194,951	-62			
	<u>* Transfer from reserves</u>	0	20,000				
	<u>Surplus / (Shortfall)</u>	<u>39,336</u>	<u>0</u>				

Sprowston Town Council year ending 31st March 2022**Detailed Income & Expenditure by Cost Centre year to date to**

31st March 2022

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>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	13,141	12,000	-1,141	-1,141	109.5%
5604	Street Scene - Notice Board & Signs	0	1,600	1,600	1,600	0.0%
5605	Street Scene - Grass Verges	226	1,000	774	774	0.0%
5606	Street Scene -Shelters	685	3,000	2,315	2,315	22.8%
7603	Street Scene - Heat & Light	36,751	39,140	2,389	2,389	93.9%
7611	Street Scene - Loan Charges	0	30,000	30,000	30,000	0.0%
5602	Street Scene - Sundries & Contingencies	0	100	100	100	0.0%
	<u>Total Expenditure</u>	<u>50,802</u>	<u>86,840</u>	<u>36,038</u>	<u>0</u>	<u>58.5%</u>
<u>Income</u>						
4096	Street Scene - Precept	86,840	86,840	0		
4308	Cllr Ward Local Member Fund Highways	10,000	0	-10,000		
	<u>Total Income</u>	<u>96,840</u>	<u>86,840</u>	<u>-10,000</u>		
	<u>Surplus / (Shortfall)</u>	<u>46,038</u>	<u>0</u>			

Sproston Town Council year ending 31st March 2022

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2022

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>						
5701 Viking Hub - Purchase Costs	382,396	0	-382,396		-382,396	N/A
5702 Viking Hub - Professional Fees	12,340	0	-12,340		-12,340	N/A
5703 Viking Hub - Surveys, etc	8,438	0	-8,438		-8,438	N/A
5704 Viking Hub - Water	0	0	0		0	N/A
5705 Viking Hub - Caretaking/Cleaning	51	0	-51		-51	N/A
5706 Viking Hub - Heat & Light	695	0	-695		-695	N/A
5707 Viking Hub - Loan Charges	0	0	0		0	N/A
5708 Viking Hub - Insurance	1,115	0	-1,115		-1,115	N/A
5709 Viking Hub Rates	6,167	0	-6,167		-6,167	N/A
5710 Viking Hub - Building Expenses	470	0	-470		-470	N/A
<u>Total Expenditure</u>	411,672	0	-411,672	0	-411,672	0.0%
<u>Income</u>						
Viking Hub - Rental income	0	0	0			
<u>Total Income</u>	0	0	0			
<u>Surplus / (Shortfall)</u>	(411,672)	0				

Sproston Town Council year ending 31st March 2020

Detailed Income & Expenditure by Cost Centre year to date to

31st March 2022

Dementia Café/Heritage

	<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>						
5309 Dementia Café						
5309 Heritage Society	301					
<u>Total Expenditure</u>	301		0	0	0	
<u>Income</u>						
4321 Dementia Café	170					
4321 Heritage Society		0	0			
<u>Total Income</u>	170		0			
<u>Surplus / (Shortfall)</u>	(131)					
Held funds @ 31/03/2022						
Dementia Café Fund	2717.50					
Heritage Fund	3054.74					

Sprowston Town Council year ending 31st March 2022

Bank Accounts & Cash

31st March 2022

1200	STC - General Account	88,660
1202	STC - Drawings Account	0
1203	STC - Salaries Account	8,277
1205	STC - Treasury Deposits	0
1206	STC - SPR PAR COU IAS	0
1207	STC - Active Saver Account	876,414
1209	STC - Barclaycard Account	-1,467
1210	STC - Petty Cash Account	175

Total Bank & Cash Balances 972,060

Cash Book

Opening Balance 01/04/2021	745,871
Add: Total Cash Receipts in year	1,370,338
Deduct: Total Cash Payments in year	-1,144,148
Round Up	
	<u><u>972,060</u></u>

Sprowston Town Council year ending 31st March 2022

Balance Sheet as at

31st March 2022

Current Assets

Sales Ledger	16,897
Other Debtors	0
Prepayments	21,968
Vat Refund	0
Cash at Bank & in Hand	972,060
	<hr/>
	1,010,924
	<hr/> <hr/>

Current Liabilities

Purchase Ledger	22,870
Receipts in Advance	-10,341
Sundry Creditors	0
Salaries	
Paye & Ni	5,940
Pensions	0
	<hr/>
	18,468
	<hr/> <hr/>
	992,456
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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
CIL Reserve Fund	0
Contingency Reserve Fund	200,000
Capital Fund	6,739
Diamond Centre Phase 4 Fund	35,000
Viking Public House Development	0
Heritage Held Funds	3,055
Dementia Café Held Funds	2,718
General Fund	398,359
General Fund (P&L Acc) - current year	246,586
Round up	<hr/>
	992,456
	<hr/> <hr/>

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