

Meeting	Full Council
Date	26 th August 2025
Report Title	Budget Report to Month 4 (31 st July 2025)
Agenda Reference	9A
Author	Jodie Smart, Smart Public Finance

Officer's Recommendation:

To note.

Income and Expenditure against budget Balances as of 31st July 2025

Total Revenue Budgets	Total Expenditure Budgets	Actual Income to 31 st July 2025	Actual Expenditure to 31 st July 2025
£1,414,441	£1,437,994	£706,844	£663,033
% Income		% Expenditure	
Expected at 31 st July 2025	Actual at 31 st July 2025	Expected at 31 st July 2025	Actual at 31 st July 2025
33.33%	50.0%	33.33%	34.30% (Excluding GMF expenditure)
Variances to note <18.33 or >48.33%			
101 Administration			
1176 Precept	50%	One of two installments received.	
1190 Interest Received	74.6%	Increased dividends	
1195 FIT Payments	(10%)	Receipt in arrears to cover M12 of 24/25.	
1199 Miscellaneous Income	0.0%	Training income not budgeted for.	
4011 Photocopier Lease & Charges	78.9%	Invoiced in advance – under review.	
4012 Insurance	83.3%	Insurance paid to February 2026.	
4013 Insurance Claims	0%	Not required to date.	
4016 Travelling Expenses	132.3%	GMF delay increasing mileage claims to Waterside.	
4019 Postage	17.4%	Not fully required to date.	
4021 Councillor Training	16%	Not fully required to date.	
4023 Audit Internal/External	0.7%	Small difference (£22) in 24/25 accruals and visit 3 invoice (estimated at year end). External audit invoice imminent.	
4024 IT Support	101.6%	Most subscriptions processed for full year.	
4025 IT Equipment	0.8%	Not fully required to date.	
4026 Medical Expenses	12.0%	Not fully required to date.	
4028 Recruitment	116.9%	Finance Officer recruitment costs.	



4090 Elections/Co-options	0%	Rolling EMR.
4109 Mobile Phones	11.7%	24/25 Invoices to process.
4215 Subscriptions	110.7%	Subs processed for full year. Inflationary increases higher than budgeted for.
4220 Legal Fees	0%	Not required to date.
4480 Climate Change & Biodiversity	0%	Not required to date.
4510 Workwear and PPE	224.6%	Bulk order processed which exceeded budget. Journal to 307 to process.
4600 New Office Equipment	15.1%	Not fully required to date.
102 Office Expenditure		
1000 Hire of Premises	55.4%	Invoices processed in advance.
4009 Maintenance Contractor	6.3%	Not fully required to date.
4017 Cleaning Materials	71.5%	Bulk order for toilet roll and bin bags processed. All staff currently based in office building.
4040 Covid 19/Staff Larder	0%	Not required to date.
4101 Utilities	59.9%	Under review.
4102 Health & Safety	16.1%	Not fully required to date.
4104 Repairs/Replacements	6.3%	Not fully required to date.
4105 Alarm Fire/Intruder	77.3%	Annual service completed.
4106 Sanitary Waste	(8%)	Accrual processed – awaiting corresponding invoice.
4107 Contracts & Agreements	0%	Not required to date.
4112 Room Hire Sundries	0%	Budget removed as not used. Some requirements this year.
202 Grants		
4209 Grants	15.5%	One grant application round processed to date.
302 Play Areas		
4027 CCTV	0%	Under review
4305 Play Equipment Repairs	13.0%	Not fully required to date.
4306 Play Area Inspection	(92.1%)	24/25 accrual – corresponding invoice to process.
4316 Play Area Refurbishment	102.9%	Outdoor Gym.
4518 Surface Repairs	49.0%	Purchase order processed.
4342 Skatepark Repairs	0%	Not required to date.
305 Leisure Gardens		
1004 Leisure Garden Tenants	49.4%	Invoices to September 2025 processed.
4019 Postage	0%	Not required to date.
4315 Leisure Garden Water Rates	(8.1%)	24/25 accrual – corresponding invoice to process.



4318 Leisure Garden Competitions	0%	Not required to date.
307 Parks & Open Spaces		
1183 Grounds Maintenance Work	0%	No income to date.
4009 Maintenance Contractor	0%	Not required to date.
4017 Cleaning Materials	0%	Not required until GMF in use.
4020 Staff Training	0%	Not required to date.
4026 Medical Expenses	0%	Not required to date.
4040 Covid 19/Staff Larder	0%	Not required to date.
4101 Utilities	1.1%	Not fully required until GMF in use.
4102 Health & Safety	0%	Not required until GMF in use.
4105 Alarm Fire/Intruder	0%	Not required until GMF in use.
4106 Sanitary Waste	0%	Not required until GMF in use.
4107 Contracts & Agreements	0%	Not required until GMF in use.
4200 Bus Shelters & Repairs	0%	Not required to date.
4304 Bin Collections	0%	Not required until GMF in use.
4308 Notice Boards, Seats & Bins	0.7%	Not fully required to date.
4350 Vandalism	0%	Not required to date.
4507 Vehicle Insurance	66.7%	Insurance paid to January 2026.
4508 Road Fund Licences	76.4%	3 x Tax paid to February 2026.
4514 Grass Cutting M/C Lease	61.4%	Lease invoice for full year processed. Balance to rolling EMR for replacement mower.
4522 Grounds Maintenance Contract	77.0%	Summer mowing and weed spraying invoices processed.
4523 Fuel – Grass Cutting	0.8%	SBC fuel invoices in arrears – under review.
4524 Vehicle Electricity	(47.3%)	Accrual processed – awaiting corresponding invoice from SSE.
4604 Festive Enhancements	0%	Not required until Q3.
4610 Vehicles	122.7%	Two caged tippers – PO processed to 2026/27.
4635 Waterside Rent	0%	Not budgeted for. GMF Delay.
4700 PWLB Repayment	181.3%	Initial repayment covered by transfer from EMR.
4703 GMF NNDR	0%	Not required until GMF in use.
401 Newsletter		
4403 Newsletter Distribution	0%	Awaiting invoice.
4404 Newsletter Artwork	0%	Not required to date.
4416 Competitions	8.0%	Not fully required to date.



402 Community Development		
1009 Memorial Benches	0%	Not required to date.
1210 Mem Café Income & Donations	70.8%	Tea Dance income
1220 Football Pitch Income	9.8%	Invoices to process.
4212 Christmas Activities	0%	Not required until Q3.
4412 Branding	0%	Not required to date.
4413 Consultations/Events	0%	Not required to date.
4416 Competitions	65.1%	Prizes purchased.
4418 Memorial Benches	0%	Not required to date.
501 Community Transport		
1003 Community Transport BSOG	(79.8%)	Grant relating to half of 24/25 expected in October/November 2026.
4500 Bus Tax & Insurance	122.9%	Insurance processed to January 2026. Increase higher than budgeted for.
4501 Bus Fuel Costs	54.1%	SBC invoice to review by JS.
4502 Bus Servicing & Repairs	89.3%	Bus repairs.
4504 Bus Driver Training	0%	Not required to date.
4505 Bus Admin/Misc	0%	Not required to date.
601 Capital Projects		
4705 GMF Build	0%	Not budgeted for as PWL balance in EMR.
4614 Tadpole Lane	0%	Not required to date.
4621 Mini Bus	0%	Rolling EMR.

Detailed Income & Expenditure by Budget Heading 20/08/2025

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Administration</u>								
1176 Precept	1,157,103	686,867	1,373,734	686,867			50.0%	
1177 Council Tax Support Grant	16,598	0	0	0			0.0%	
1184 CIL & S106 Receipts	9,924	0	0	0			0.0%	
1190 Interest Received	11,910	8,957	12,000	3,043			74.6%	
1195 FIT Payments	265	(50)	500	550			(10.0%)	
1199 Miscellaneous Income	2,338	440	0	(440)			0.0%	
Administration :- Income	1,198,139	696,214	1,386,234	690,020			50.2%	0
4000 Salaries	275,354	95,174	326,075	230,901		230,901	29.2%	
4007 Councillors' Allowances	12,468	4,084	15,837	11,753		11,753	25.8%	
4008 Professional Services	1,411	3,245	12,650	9,405		9,405	25.7%	
4011 Photocopier Lease & charges	1,402	876	1,110	234		234	78.9%	
4012 Insurance	4,490	5,692	6,831	1,139		1,139	83.3%	
4013 Insurance Claims	500	0	500	500		500	0.0%	
4016 Travelling Expenses	660	265	200	(65)		(65)	132.3%	
4018 Stationery	829	204	780	576		576	26.1%	
4019 Postage	146	7	40	33		33	17.4%	
4020 Staff Training	4,582	4,460	10,950	6,490		6,490	40.7%	
4021 Councillor Training	51	16	100	84		84	16.0%	
4023 Audit Internal/External	2,975	22	3,092	3,070		3,070	0.7%	
4024 IT Support	9,693	10,548	10,385	(163)		(163)	101.6%	
4025 IT Equipment	47	14	1,750	1,736		1,736	0.8%	
4026 Medical expenses	0	60	500	440		440	12.0%	
4028 Recruitment	3,070	2,338	2,000	(338)		(338)	116.9%	
4090 Elections/Co-options	0	0	6,000	6,000		6,000	0.0%	
4109 Mobile phones	560	80	683	603		603	11.7%	
4215 Subscriptions	3,029	3,263	2,949	(314)		(314)	110.7%	
4220 Legal Fees	1,953	0	0	0	500	(500)	0.0%	
4480 Climate Change & Biodiversity	0	0	750	750		750	0.0%	
4490 Bank charges	332	70	383	313		313	18.3%	
4491 Square Card Receipts Charges	75	55	100	45		45	55.3%	
4510 Workwear & PPE	141	458	204	(254)		(254)	224.6%	
4600 New Office Equipment	531	75	500	425		425	15.1%	
4999 Sundries	333	199	495	296		296	40.2%	
5900 EMR Spend	3,140	0	0	0		0	0.0%	
Administration :- Indirect Expenditure	327,772	131,205	404,864	273,659	500	273,159	32.5%	0
Net Income over Expenditure	870,367	565,009	981,370	416,361				
6000 plus Transfer From EMR	3,140	0	0	0				
6001 less Transfer To EMR	8,558	0	0	0				
Movement to/(from) Gen Reserve	864,949	565,009	981,370	416,361				

Detailed Income & Expenditure by Budget Heading 20/08/2025

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>102 Office Expenditure</u>								
1000 Hire Of Premises	5,194	2,769	5,000	2,232			55.4%	
Office Expenditure :- Income	5,194	2,769	5,000	2,232			55.4%	0
4009 Maintenance Contractor	5,583	725	11,550	10,825		10,825	6.3%	
4017 Cleaning Materials	631	401	561	160		160	71.5%	
4040 Covid19/Staff Larder	407	0	500	500		500	0.0%	
4100 Office Site Lease	2,590	1,295	2,695	1,400		1,400	48.1%	
4101 Utilities	4,092	2,109	3,523	1,414		1,414	59.9%	
4102 Health & Safety	446	129	804	675		675	16.1%	
4104 Repairs/Replacements	580	158	2,500	2,342		2,342	6.3%	
4105 Alarm Fire/Intruder	348	434	561	127		127	77.3%	
4106 Sanitary Waste	84	(7)	88	95		95	(8.0%)	
4107 Contracts & Agreements	181	0	50	50		50	0.0%	
4110 Landline/Broadband	1,591	549	1,623	1,074		1,074	33.8%	
4111 Maintenance - office & POST fa	652	58	571	513		513	10.2%	
4112 Room Hire Sundries	56	57	0	(57)		(57)	0.0%	
4304 Bin collections	712	290	653	363		363	44.5%	
5900 EMR Spend	83	0	0	0		0	0.0%	
Office Expenditure :- Indirect Expenditure	18,037	6,198	25,679	19,481	0	19,481	24.1%	0
Net Income over Expenditure	(12,843)	(3,430)	(20,679)	(17,249)				
6000 plus Transfer From EMR	83	0	0	0				
Movement to/(from) Gen Reserve	(12,760)	(3,430)	(20,679)	(17,249)				
<u>202 Grants</u>								
4209 Grants	5,702	776	5,000	4,224		4,224	15.5%	
Grants :- Indirect Expenditure	5,702	776	5,000	4,224	0	4,224	15.5%	0
Net Expenditure	(5,702)	(776)	(5,000)	(4,224)				
<u>302 Play Areas</u>								
4010 Play Area Contractor/Security	12,022	3,000	12,750	9,750		9,750	23.5%	
4027 CCTV	870	0	1,061	1,061		1,061	0.0%	
4305 Play Equipment Repairs	5,637	154	14,000	13,846	1,670	12,176	13.0%	
4306 Play Area Inspection	1,308	(1,269)	1,377	2,646		2,646	(92.1%)	
4316 Play Area Refurbishment	4,943	10,290	10,000	(290)		(290)	102.9%	
4342 Skatepark Repairs	0	0	500	500		500	0.0%	
4518 Surface Repairs	1,558	1,866	20,000	18,134	7,932	10,202	49.0%	
5900 EMR Spend	2,688	37,085	0	(37,085)	1,543	(38,629)	0.0%	37,085
Play Areas :- Indirect Expenditure	29,027	51,127	59,688	8,561	11,145	(2,584)	104.3%	37,085
Net Expenditure	(29,027)	(51,127)	(59,688)	(8,561)				
6000 plus Transfer From EMR	2,688	37,085	0	(37,085)				

Detailed Income & Expenditure by Budget Heading 20/08/2025

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(26,339)	(14,042)	(59,688)	(45,646)				
<u>305 Leisure Gardens</u>								
1004 Leisure Garden Tenants	3,151	1,589	3,217	1,628			49.4%	
Leisure Gardens :- Income	3,151	1,589	3,217	1,628			49.4%	0
4019 Postage	0	0	100	100		100	0.0%	
4215 Subscriptions	0	23	55	32		32	41.7%	
4310 Leisure Gardens Maintenance	133	163	2,475	2,312		2,312	6.6%	
4315 Leisure Garden Water Rates	230	(19)	237	256		256	(8.1%)	
4318 Leisure Garden Competitions	160	0	350	350		350	0.0%	
Leisure Gardens :- Indirect Expenditure	523	167	3,217	3,050	0	3,050	5.2%	0
Net Income over Expenditure	2,628	1,422	0	(1,422)				
<u>307 Parks & Open Spaces</u>								
1008 Great Western Community Forest	10,153	0	0	0			0.0%	
1183 Grounds Maint Work	250	0	408	408			0.0%	
Parks & Open Spaces :- Income	10,403	0	408	408			0.0%	0
4000 Salaries	468,028	160,227	531,198	370,971		370,971	30.2%	
4006 General Maintenance	2,008	520	1,836	1,316		1,316	28.3%	
4009 Maintenance Contractor	0	0	600	600		600	0.0%	
4017 Cleaning Materials	79	0	400	400		400	0.0%	
4019 Postage	80	0	0	0		0	0.0%	
4020 Staff Training	2,285	0	5,000	5,000		5,000	0.0%	
4026 Medical expenses	1,086	0	1,000	1,000		1,000	0.0%	
4040 Covid19/Staff Larder	140	0	500	500		500	0.0%	
4101 Utilities	987	44	4,000	3,956		3,956	1.1%	
4102 Health & Safety	38	0	804	804		804	0.0%	
4105 Alarm Fire/Intruder	0	0	1,200	1,200		1,200	0.0%	
4106 Sanitary Waste	0	0	87	87		87	0.0%	
4107 Contracts & Agreements	0	0	900	900		900	0.0%	
4109 Mobile phones	1,275	219	1,129	910		910	19.4%	
4200 Bus Shelters & Repairs	42	0	500	500		500	0.0%	
4301 Arboricultural Work	7,380	300	7,101	6,801	2,495	4,306	39.4%	
4302 Tractor Hire	0	4,200	11,000	6,800		6,800	38.2%	
4304 Bin collections	0	0	600	600		600	0.0%	
4308 Notice Boards, Seats & Bins	21	0	7,500	7,500	53	7,448	0.7%	
4309 Horticultural work	386	124	4,971	4,847	930	3,917	21.2%	
4314 Equipment	1,496	0	0	0	60	(60)	0.0%	
4350 Vandalism	170	0	150	150		150	0.0%	

Detailed Income & Expenditure by Budget Heading 20/08/2025

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4506 Fuel	8,332	2,750	7,023	4,273		4,273	39.2%	
4507 Vehicle Insurance	2,823	3,627	5,440	1,813		1,813	66.7%	
4508 Road Fund Licence	1,246	857	1,122	265		265	76.4%	
4509 Servicing & Maintenance (Vehic	5,288	1,858	5,100	3,242		3,242	36.4%	
4510 Workwear & PPE	2,196	332	2,497	2,165	100	2,065	17.3%	
4511 Vehicle Tracking	1,072	338	918	581		581	36.8%	
4514 Grass Cutting M/C Lease	7,313	7,961	12,974	5,013		5,013	61.4%	
4515 Grass Cutting M/C maint	7,920	2,102	8,160	6,058	286	5,771	29.3%	
4517 Litter, Cleansing & gritting	5,314	238	3,609	3,371		3,371	6.6%	
4522 Grounds Maintenance Contract	14,344	23,445	35,500	12,055	3,889	8,167	77.0%	
4523 Fuel - Grass cutting	4,485	39	5,100	5,061		5,061	0.8%	
4524 Vehicle Electricity (fuel)	1,124	(492)	1,040	1,532		1,532	(47.3%)	
4604 Festive Enhancements	291	0	500	500		500	0.0%	
4610 Vehicles	24,325	11,997	51,237	39,240	50,880	(11,640)	122.7%	
4615 New Machinery	2,413	1,207	9,000	7,793	1,073	6,720	25.3%	
4633 Street Sweeper Lease	19,950	8,330	19,920	11,590		11,590	41.8%	
4634 Street Sweeper Maintenance	7,177	3,354	15,541	12,187	52	12,135	21.9%	
4635 Waterside Rent	6,699	4,600	0	(4,600)		(4,600)	0.0%	
4700 PWLB Repayment	0	25,888	14,276	(11,612)		(11,612)	181.3%	25,888
4703 GMF NNDR	0	0	10,000	10,000		10,000	0.0%	
5900 EMR Spend	14,409	0	0	0		0	0.0%	

Parks & Open Spaces :- Indirect Expenditure **622,224** **264,065** **789,433** **525,368** **59,818** **465,551** **41.0%** **25,888**

Net Income over Expenditure **(611,821)** **(264,065)** **(789,025)** **(524,960)**

6000 plus Transfer From EMR 14,409 25,888 0 (25,888)

6001 less Transfer To EMR 3,878 0 0 0

Movement to/(from) Gen Reserve **(601,290)** **(238,177)** **(789,025)** **(550,848)**

401 Newsletter

1001 Newsletter Advertising	2,109	1,139	2,500	1,361			45.6%	
Newsletter :- Income	2,109	1,139	2,500	1,361			45.6%	0
4400 Newsletter Printing	7,243	2,399	7,356	4,957		4,957	32.6%	
4403 Newsletter Distribution	3,390	0	3,366	3,366		3,366	0.0%	
4404 Newsletter Artwork	872	0	20	20		20	0.0%	
4416 Competitions	0	6	75	69		69	8.0%	

Newsletter :- Indirect Expenditure **11,505** **2,405** **10,817** **8,412** **0** **8,412** **22.2%** **0**

Net Income over Expenditure **(9,396)** **(1,266)** **(8,317)** **(7,051)**

Detailed Income & Expenditure by Budget Heading 20/08/2025

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
402 Community Development								
1007 Donations	10	0	0	0			0.0%	
1009 Memorial benches	187	0	3,462	3,462			0.0%	
1210 Mem Cafe Income & Donations	1,898	1,061	1,500	439			70.8%	
1220 Football Pitch Income	765	75	765	690			9.8%	
1400 CD Events Income	6,641	3,358	7,000	3,643			48.0%	
Community Development :- Income	9,502	4,494	12,727	8,233			35.3%	0
4000 Salaries	64,348	27,978	88,749	60,771		60,771	31.5%	
4002 Memory Cafe salaries	27,185	0	0	0		0	0.0%	
4212 Christmas Activities	1,548	0	1,561	1,561		1,561	0.0%	
4320 Youth Engagement	1,928	731	1,500	769		769	48.7%	
4330 Memory Cafe	5,111	1,231	3,000	1,769	219	1,551	48.3%	
4331 Memory Cafe Consumables	261	0	0	0		0	0.0%	
4401 Web Site & Social Media	608	150	612	462		462	24.5%	
4402 Marketing & Events	11,589	1,498	6,000	4,502	1,325	3,177	47.0%	
4412 Branding	198	0	300	300		300	0.0%	
4413 Consultation/Events	0	0	250	250		250	0.0%	
4416 Competitions	95	98	150	52		52	65.1%	
4418 Memorial benches	24	0	3,462	3,462		3,462	0.0%	
4629 Community Choices	3,693	2,816	7,500	4,684	301	4,384	41.6%	
5900 EMR Spend	65	0	0	0		0	0.0%	
Community Development :- Indirect Expenditure	116,654	34,500	113,084	78,584	1,844	76,740	32.1%	0
Net Income over Expenditure	(107,152)	(30,006)	(100,357)	(70,351)				
6000 plus Transfer From EMR	125	0	0	0				
Movement to/(from) Gen Reserve	(107,027)	(30,006)	(100,357)	(70,351)				
501 Community Transport								
1002 Community Transport Fares	3,154	1,210	3,641	2,431			33.2%	
1003 Community Transport BSOG	1,232	(570)	714	1,284			(79.8%)	
Community Transport :- Income	4,386	640	4,355	3,715			14.7%	0
4500 Bus Tax & Insurance	939	946	770	(176)		(176)	122.9%	
4501 Bus Fuel Costs	985	607	1,122	515		515	54.1%	
4502 Bus Servicing & Repairs	1,884	911	1,020	109		109	89.3%	
4504 Bus Driver Training	500	0	450	450		450	0.0%	
4505 Bus Admin/Misc	76	0	100	100		100	0.0%	
Community Transport :- Indirect Expenditure	4,383	2,464	3,462	998	0	998	71.2%	0
Net Income over Expenditure	3	(1,824)	893	2,717				

Detailed Income & Expenditure by Budget Heading 20/08/2025

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>605 Capital Projects</u>								
1010 Public Works Loan	743,064	0	0	0			0.0%	
Capital Projects :- Income	743,064	0	0	0				0
4705 GMF Build	489,127	169,831	0	(169,831)		(169,831)	0.0%	
Capital Projects :- Direct Expenditure	489,127	169,831	0	(169,831)	0	(169,831)		0
4614 Tadpole Lane	0	0	8,000	8,000		8,000	0.0%	
4621 Mini bus	0	0	14,000	14,000		14,000	0.0%	
4622 Councillor devices	0	294	750	456		456	39.2%	
Capital Projects :- Indirect Expenditure	0	294	22,750	22,456	0	22,456	1.3%	0
Net Income over Expenditure	253,936	(170,125)	(22,750)	147,375				
Grand Totals:- Income	1,975,947	706,844	1,414,441	707,597			50.0%	
Expenditure	1,624,954	663,033	1,437,994	774,961	73,307	701,654	51.2%	
Net Income over Expenditure	350,992	43,812	(23,553)	(67,365)				
plus Transfer From EMR	20,445	62,973	0	(62,973)				
less Transfer To EMR	12,436	0	0	0				
Movement to/(from) Gen Reserve	359,002	106,785	(23,553)	(130,338)				