

<b>Budget Monitor - Feb 2023</b>	19/20 YEAR END	20/21 YEAR END	21/22 YEAR END	2022/23				Comments
Administration	Actual 31st March 2020 YEAR END	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Original Budget	Current Agreed budget	ACTUAL as of 28th February 2023	Expected year end	
Salaries and pensions for all staff	224062	246894	294138	357365	360000	322066	354600	Includes national pay award offer.
Staff Training, Travel and Expenses	3296	2287	4244	4500	4500	2848	3000	
Staff Recruitment	1558	2575	1930	2500	2500	984	1500	
Phone and Broadband	2870	2343	2932	3200	3200	2437	3200	
Office Supplies	545	1564	1100	1750	1750	1223	1750	
Photocopier	1592	1496	1536	1600	1600	1575	1575	
Subscriptions			4463	4000	4000	4164	4235	
Professional Fees			53812	6500	10000	15062	15062	Overspend due to legal fees on projects
Insurance	7365	7431	7514	8000	25000	26105	26105	Significant increase in premium this year due to the impact of the pandemic on the economy as well as an increase in buildings reinstatement values
Website and IT			3696	5000	5000	4008	5000	
Office Equipment	864	5082	1999	5000	5000	490	5000	
Van Maintenance			258	750	750	207	500	
TMO Tools and Consumables			1322	1500	1500	1037	1500	
Miscellaneous income			-40	0	0	0	0	
Car park permits income and green sacks	-40							
<b>SUB TOTAL</b>	<b>242112</b>	<b>269672</b>	<b>378904</b>	<b>401665</b>	<b>424800</b>	<b>382206</b>	<b>423027</b>	
Civic and Democratic	Actual 31st March 2020 YEAR END	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Original Budget	Current Agreed budget	ACTUAL as of 28th February 2023	Expected year end	
Mayoral Allowance	394	0	557	410	410	0	100	
Civic and Mayoral Events (expenditure)	4196	743	959	5750	5750	2974	3500	
Civic Events (income)	-1127	0	0	0	0	-717	-717	
Civic Regalia	344	0	110	200	200	167	200	
Mayoral Travel	146	0	7	200	200	185	200	
Councillor IT equipment	1281	2069	356	1500	1500	14	14	
Councillor Training and Travel	352	1085	210	800	800	484	500	
Elections	161	0	9524	6000	6000	0	0	No elections being held in 22/23
Community Outreach/Christmas	4133	2436	4747	8450	8450	3737	6467	See breakdown below
Councillor Allowances	2623	3152	2644	6560	6560	0	2758	
MOVED TO ADMIN Professional Fees	3908	11032	0					
MOVED TO ADMIN Subscriptions	2558	3009	0					
MOVED TO ADMIN Website and IT	11312	293	0					
<b>SUB TOTAL</b>	<b>30281</b>	<b>23819</b>	<b>19114</b>	<b>29870</b>	<b>29870</b>	<b>6844</b>	<b>13022</b>	
Tourism	Actual 31st March 2020 YEAR END	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Original Budget	Current Agreed budget	ACTUAL as of 28th February 2023	Expected year end	
Visit Totnes Marketing and event sponsorship	4710	6108	18966	25000	25000	13087	23000	
Other TIC expenditure (Post/Phone/Uniform/Utilities etc)	553	275	306	250	250	123	250	
Bank Charges/Paypal fees	20	0	33	200	200	4	10	Very few payments via Paypal
Visit Totnes Guide and Website	14219	3135	12308	12000	12000	6275	8766	
Pension costs	12636							
Totnes Guide and Website Income	-16844	-468	-12283	-8000	-8000	-10790	-10790	
Advertising			-3289	-2000	-2000	-1750	-1750	
<b>SUB TOTAL</b>	<b>15294</b>	<b>9050</b>	<b>16041</b>	<b>27450</b>	<b>27450</b>	<b>6949</b>	<b>19486</b>	
Guildhall	Actual 31st March 2020 YEAR END	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Original Budget	Current Agreed budget	ACTUAL as of 28th February 2023	Expected year end	
Cleaning	1545	2456	2644	3000	3000	2048	3000	
Building Maintenance	4160	191	6554	5000	5000	-2609	7000	Overspend expected for electrical work & CCTV.
Business Rates	6015	6113	6113	6500	6500	6469	6469	
Water	120	333	269	200	200	229	310	Overspend expected
Utilities	3046	3894	4801	5000	5000	9531	11800	Overspend expected for gas & electric price rises
Equipment Maintenance	1281	1291	5996	1200	1200	396	750	

Wedding Licence renewals and marketing	71	0	2434	1000	1000	690	1000	
<i>Admissions income</i>	-2994	0	0	-3000	-3000	-2699	-2699	
<i>Weddings &amp; Hire Income</i>	-2566	-832	-4478	-2750	-2750	-3475	-3475	
<b>SUB TOTAL</b>	<b>10678</b>	<b>13446</b>	<b>24333</b>	<b>16150</b>	<b>16150</b>	<b>10580</b>	<b>24155</b>	
<b>Civic Hall</b>	<i>Actual 31st March 2020 YEAR END</i>	<i>Actual 31st March 2021 YEAR END</i>	<i>Actual 31st March 2022 YEAR END</i>	<b>Original Budget</b>	<b>Current Agreed budget</b>	<b>ACTUAL as of 28th February 2023</b>	<b>Expected year end</b>	
Cleaning and supplies	4362	1226	4605	5500	5500	3299	4500	
Feed in Tariff	2156	2762	2501	2000	2000	2773	2773	
Water	1389	1361	1055	1500	1500	802	1500	
Utilities	3617	1762	3044	4000	4000	5163	6800	Overspend expected for gas & electric price rises
Building Maintenance	10771	2969	13955	200000	200000	3687	18500	Separate breakdown for consideration. Underspend due to project being delayed.
Licences	70	70	70	100	100	70	70	
Misc & Marketing Civic Hall	515	0	26	750	750	131	500	
Equipment Maintenance	6433	3320	4299	5000	5000	1683	5000	
<i>Paige Adams Grant towards Caretaking, Cleaning and Management costs</i>	-31500	-7500	-30000	-33500	-33500	-33500	-33500	
<i>Feed in tariff income and Water refund income</i>	-4899	-6728	-6304	-5200	-5200	-6051	-6051	Shop water income not expected due to shop closing down
<i>Equipment sales</i>			-1000	0	0	0	0	
<b>SUB TOTAL</b>	<b>-7086</b>	<b>-758</b>	<b>-7749</b>	<b>180150</b>	<b>180150</b>	<b>-21943</b>	<b>92</b>	
<b>Property Maintenance</b>	<i>Actual 31st March 2020 YEAR END</i>	<i>Actual 31st March 2021 YEAR END</i>	<i>Actual 31st March 2022 YEAR END</i>	<b>Original Budget</b>	<b>Current Agreed budget</b>	<b>ACTUAL as of 28th February 2023</b>	<b>Expected year end</b>	
Guildhall Cottage Maintenance	65	361	588	1000	1000	46	1000	
Flat 5a Loan repay	9148	9148	9148	9150	9150	43159	43159	Pay off PWLB loan
Flat 5a Maintenance	9	275	1853	1000	1000	241	1000	
Guildhall Office Maintenance	579	309	13					
Rental Property Management Fees	1962	2089	2001	2000	2000	1681	1774	Underspend expected due to Flat being empty from Jan 23
Town Clocks	1543	3127	1437	2250	2250	1561	1800	Savings will be made as only Eastgate clock is maintained by TTC
Museum Maintenance	6122	-3230	198	5000	5000	139	5000	
<i>Museum Rent income</i>	-1	-1	-1	-1	-1	-1	-1	
<i>Eastgate Clock Rental</i>	-1	-3	-3	-3	-3	0	0	
<i>MOVED TO CIVIC HALL - Civic Water Supply to shop</i>	-200							
<i>Guildhall Cottage Income(£975 a month)</i>	-10200	-10200	-10756	-11700	-11700	-10725	-11700	
<i>Flat 5a Rental Income(£775 per month)</i>	-8340	-8340	-8660	-9300	-9300	-7103	-7103	Tenants vacating property in January 2023
<b>SUB TOTAL</b>	<b>686</b>	<b>-6465</b>	<b>-4182</b>	<b>-604</b>	<b>-604</b>	<b>28998</b>	<b>34929</b>	
<b>Cemetery</b>	<i>Actual 31st March 2020 YEAR END</i>	<i>Actual 31st March 2021 YEAR END</i>	<i>Actual 31st March 2022 YEAR END</i>	<b>Original Budget</b>	<b>Current Agreed budget</b>	<b>ACTUAL as of 28th February 2023</b>	<b>Expected year end</b>	
Business Rates	4069	4441	4441	4750	4750	4441	4441	
Water	127	144	173	150	150	146	150	
Waste collection			706	550	550	294	550	
Grounds Maintenance (Grass cutting and tree work)	21179	18009	20613	23000	23000	13085	15000	Underspend expected
Works and Maintenance (Memorials, Paths, Fences)	1495	1357	-32	1000	1000	0	500	Underspend expected
Chapel	0	150	0	1000	1000	0	500	Underspend expected
<i>Cemetery Fees Income</i>	-11375	-11435	-12000	-8000	-8000	-15250	-15250	
<b>SUB TOTAL</b>	<b>15495</b>	<b>12666</b>	<b>13901</b>	<b>22450</b>	<b>22450</b>	<b>2716</b>	<b>5891</b>	
<b>Open Spaces</b>	<i>Actual 31st March 2020 YEAR END</i>	<i>Actual 31st March 2021 YEAR END</i>	<i>Actual 31st March 2022 YEAR END</i>	<b>Original Budget</b>	<b>Current Agreed budget</b>	<b>ACTUAL as of 28th February 2023</b>	<b>Expected year end</b>	
General Maintenance	0	80	162	500	500	502	502	
St Marys Churchyard (Walls and trees)	414	322	857	500	500	298	6500	Overspend expected due to wall repairs
Castle Meadow Maintenance and Water	57	800	108	100	100	45	100	
<i>Castle Meadow and allotments income</i>	-210	-208	-200	-200	-200	0	-200	
<b>SUB TOTAL</b>	<b>261</b>	<b>994</b>	<b>927</b>	<b>900</b>	<b>900</b>	<b>845</b>	<b>6902</b>	

Precept and Income	Actual 31st March 2020 YEAR END	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Original Budget	Current Agreed budget	ACTUAL as of 28th February 2023	Expected year end	
Bank Charges	150	98	104	100	100	177	190	Increases in charges
<b>Precept and Income</b>	<b>-494000</b>	<b>-535280</b>	<b>-545986</b>	<b>-545986</b>	<b>-545986</b>	<b>-545986</b>	<b>-545986</b>	
<i>Council Tax Grant (only guaranteed until 19/20)</i>	<i>-20040</i>	<i>-10020</i>	<i>0</i>					
<i>Investment Income</i>							-1200	Interest from invested surplus funds
<i>Charity of Paige Adams RATE ABATEMENT</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>-105000</i>	<i>-105000</i>	<i>0</i>	<i>0</i>	Defer to 2023/24
<b>SUB TOTAL</b>	<b>-513890</b>	<b>-545202</b>	<b>-545882</b>	<b>-650886</b>	<b>-650886</b>	<b>-545809</b>	<b>-546996</b>	
Community Development	Actual 31st March 2020 YEAR END	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Original Budget	Current Agreed budget	ACTUAL as of 28th February 2023	Expected year end	
Community Grants( incl. S137 Funding)		44168	52508	50000	50000	49770	49770	
Community Projects (Skate Park)	0	0	0	13200	13200	0	13200	
Neighbourhood Plan/Planning	9252	see below	3720	1000	1000	3234	3234	Additional £2500 agreed for hearing legal advice
Arts and Culture and Events	6185	see below	9500	25500	34550	30939	36774	See breakdown below
Public Realm and Community Assets Projects	see below	see below	see below	225000	227865	50830	81830	See breakdown below - possibly underspend overall on projected because delay in traffic and community asset projects
Climate Change/Green Travel	0	3986	2312	10000	10000	7630	10000	
Public Toilets	SEE COMMUNITY PROJECTS		0					
Caring Town/Totnes Caring services	SEE COMMUNITY PROJECTS		0					
Citizens Advice Service	SEE COMMUNITY PROJECTS							
Neighbourhood Plan/Planning	see above		see above					
Community projects SHARED SPACE and public realm	76024	71413	22938					
Community Grants Scheme/COVID 19	0		0					
Arts and Culture and Events	see above		see above					
Heritage Support	0	0	0					
<i>Grant Funding/Projects Income</i>	<i>-1845</i>	<i>-84500</i>	<i>-34370</i>	<i>0</i>	<i>-19585</i>	<i>-32705</i>	<i>-33205</i>	Baltic Wharf s106 funding from DCC (£19586), remainder of RG grant from CoC (£8869), Winter Wellbeing grant from SHDC (£1250), DCC Locality budget climate change grant (£1500), returned Community Grant (£1500) & PA grant for Spring Festival (£500).
<b>SUB TOTAL</b>	<b>£91,461</b>	<b>£35,067</b>	<b>£56,608</b>	<b>£324,700</b>	<b>£317,030</b>	<b>£109,698</b>	<b>£161,603</b>	
<b>TOTAL</b>	<b>-£116,501</b>	<b>-£187,710</b>	<b>-£47,985</b>	<b>£351,845</b>	<b>£367,310</b>	<b>-£18,916</b>	<b>£142,111</b>	

Reserves impact	
Total actual general reserves as start of 2022/23	£705,308
Based on the current projected 2022/23 budget, year end reserve estimate	£563,197

2022 - 2023 - proposed	BUDGET	NOTES
<b>PUBLIC REALM and COMMUNITY ASSETS PROJECTS</b>	<b>227865</b>	Annual total allocation
Already spent to 28th Feb 23	-50830	Wayfinding, benches
Replacement plants and repairs to planters over the year	-500	ESTIMATED
Roundabout investment	0	£2000 was agreed - Unlikely to be completed in the 23 24 financial year
New Welcome Signs x 2	-4000	Project underway. Previous allocation £1,000, increase to £2,000 proposed.
Upgraded lighting under the Civic Hall	-1500	Project underway
Possible planters on runners Market Square??	0	£1500 was agreed - Unlikely to be completed in the 23 24 financial year
Wayfinding phase 2	-25000	Original budget was £32,000. Officers are suggesting a prioritisation of new signage to cut costs and to cover an increase in installation costs
Vehicle activated signage and other traffic calming measures	0	Was £50k - delayed due to consultation and planning work needed

Elmhirst project/other community assets	0	Was £100k - delayed due to waiting on a decision
<b>TOTAL</b>	<b>146035</b>	<b>Underspend likely due to delayed projects - will be needed for reserves</b>

2022 - 2023 - proposed	BUDGET	NOTES
<b>ARTS AND CULTURE</b>	<b>34550</b>	Annual total allocation
Already spent to 28th Feb 23	-30974	Grants/festival/phone boxes/orange races
M Greenwood-Brown	-100	Install mosaics and supply plaque
Christmas markets	-700	Outstanding invoices
Civic Hall pillar childrens project	-5000	Comms and materials - artist working pro bono
<b>TOTAL</b>	<b>-2224</b>	<b>Over budget</b>

2022 - 2023 - proposed	BUDGET	NOTES
<b>COMMUNITY OUTREACH</b>	<b>8450</b>	Annual total allocation
Already spent to 28th Feb 23	-3737	Comm Charter /defib/annual TM/Christmas electricity
Remaining Christmas invoices	-2040	Estimate - including new areas and paying for erection
Defibrillator Pads/Servicing	-250	Estimate
Facebook/Comms/Torbay Directory	-440	Estimate
Community Consultation events/marketing material as required	0	£1000 was agreed - Unlikely to be completed in 23/24 financial year
<b>TOTAL</b>	<b>1983</b>	<b>Under budget</b>