

**SUDBURY TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD THROUGH VIDEO CONFERENCING  
ON TUESDAY 5<sup>th</sup> May 2020 AT 6.30PM**

PRESENT: Mr N Bennett – in the Chair

Mr S Barrett  
Mrs J Antill  
Mr O Forder  
Mr S Hall  
Mr A Osborne  
Mr T Cresswell  
Mr J Owen  
Mr R Spivey (Mayor Ex-officio)

Mr C Griffin – Town Clerk (Designate)  
Mrs O Holtom – RFO  
Miss N Whittle – Deputy RFO

1. **SUBSTITUTES AND APOLOGIES**

**Apologies for absence were received from Mr D Williams and Ms L Fowler.  
Mr T Cresswell attended as a substitute for Ms L Fowler and Mr J Owen attended as a substitute for Mr D Williams.**

2. **DECLARATIONS OF INTEREST**

Members were asked to declare any interests in the agenda items.

**In accordance with guidance from Babergh District Council's Standards Committee, Mr Osborne and Mr Cresswell declared a non-pecuniary interest that they are Babergh District Councillors. Mr Owen declared a non-pecuniary interest that he is a Suffolk County Councillor. Mr Owen declared a non-pecuniary interest in item #5.**

3. **DECLARATIONS OF GIFTS & HOSPITALITY**

**No gifts or hospitality were declared.**

4. **REQUESTS FOR DISPENSATION**

**No requests for dispensation had been received.**

5. **TO APPROVE MAYOR'S ALLOWANCE FOR THE FINANCIAL YEAR 2020/2021**

Members discussed a proposal by the Mayor's Secretary for Mayor's annual allowance.

**RESOLVED**

**That members approved under power of LGA1972 S145 the annual Mayor's allowance for 2020/2021 in the sum of £3,500.00.**

**6. TO APPROVE DISTRIBUTION OF MAYOR'S CHARITY ACCOUNT FUNDS**

Members discussed distribution of Mayor's Charity Account Funds.

**RESOLVED**

**That members approved distribution of the Mayor's Charity Account as follows:**

- **The Kernos Centre - £100.00**
- **Number 72 - £100.00**
- **Sudbury & District Citizens Advice- £2,000.00**
- **Success After Stroke - £2,000.00**

**7. GRANT AID REQUESTS****1. The Family and Community Network**

Members discussed a Grant Aid Application from The Family and Community Network to provide debt advice.

**RESOLVED**

**Members under the General Power of Competence agreed to provide a grant in the sum of £1,000.00 to support the debt advice service provided by The Family and Community Network.**

**2. Kernos Centre**

Members discussed a Grant Aid Application submitted from the Kernos Centre who provide professional counselling to people in Sudbury and surrounding villages.

**RESOLVED**

**Members under the General Power of Competence agreed to provide a grant in the sum of £1,500 to support the professional counselling services provided by The Kernos Centre.**

**8. TO APPROVE EXPENDITURE ON TOWN HALL REPAIRS**

Members discussed a quotation received from M.D Mills (Building Contractors) Ltd to repair holes in the ceiling of the Town Hall cellar.

**RESOLVED**

**That members approved under power of LGA1972 S144 the value of £488 excluding VAT for repair of the cellar ceiling.**

**9. TO REVIEW DIRECT DEBIT AND STANDING ORDER PAYMENTS**

The list of Direct Debits and Standing Orders was presented to Members for their review and approval.

**RESOLVED**

**That members approve all listed Direct Debit and Standing Order payment arrangements.**

10. APPROVAL OF BANK PAYMENTS

The list of payments in excess of £500 and all DD and SO payments for 31<sup>st</sup> March 2020 were presented to members for their approval (copy of the reports shown at minute page 223).

**RESOLVED**

**That members approve all listed payments over £500 and all DD and SO payments for March 2020.**

11. TO REVIEW BANKING SIGNATORIES ARRANGEMENT

Members reviewed current banking signatories arrangement.

**RECOMMEND**

**That members recommend for the full council to approve the change of a signatory by removing Mrs Jacqueline Howells from our banking signatory mandate and adding our new Town Clerk Mr Ciaran Griffin instead.**

12. TO REVIEW DRAFT 2019/2020 INCOME AND EXPENDITURE REPORTS

Members reviewed draft income and expenditure reports for year 2019/2020 shown at minute pages 224-239.

**RESOLVED**

**That the Income and Expenditure reports be noted.**

13. TO REVIEW STC RESERVES

Members discussed the annual movement and year end balances for all reserves held by Sudbury Town Council at 31<sup>st</sup> March 2020 (copy of report shown at minute page 240).

**RESOLVED**

**That members approve all listed reserves. In addition the following transactions to be incorporated in the final financial statements:**

- **The unused funds reserved in EMR BMX Track to be written off to the General Reserves.**
- **The unused funds budgeted in 2019/2020 for the anticipated legal and professional costs for our Fixed Asset Registry supporting documentation to be allocated to EMR fund #321 in the sum of £10,000 to be used in the financial year 2020/2021.**
- **The unused funds budgeted in 2019/2020 for Market promotion to be allocated to EMR fund #327 in the sum of £2,000 to be used in the financial year 2020/2021.**
- **The unused funds budgeted in 2019/2020 for Town promotion to be allocated to EMR fund #327 in the sum of £3,000 to be used in the financial year 2020/2021.**

- The unused funds budgeted in 2019/2020 for Town Hall building external repairs to be allocated to EMR fund #321 in the sum of £5,000 to be used in the financial year 2020/2021.
- The unused funds budgeted in 2019/2020 for Community Warden training to be allocated to EMR fund #320 in the sum of £800 to be used in the financial year 2020/2021.
- The unused funds budgeted in 2019/2020 for Beacon repair to be allocated to EMR fund #321 in the sum of £350 to be used in the financial year 2020/2021.
- The unused funds budgeted in 2019/2020 for new Mayor's chain cases to be allocated to EMR fund #321 in the sum of £1,500 to be used in the financial year 2020/2021.

14. TO REVIEW FIXED ASSET REGISTER

Members discussed the draft Fixed Asset Register at 31<sup>st</sup> March 2020 (copy of report shown at minute pages 241-243).

**RESOLVED**

**That members approve the review of the Fixed Asset Register.**

15. UPDATE ON FINANCIAL MATTERS BY RFO

Balance Sheet items at 31<sup>st</sup> March 2020 (copy of report shown at minute page 244).

**RESOLVED**

**That the balance sheet items to be noted.**

16. To Review financial implications of the proposed STC staffing arrangement.

**RESOLVED**

**That the Private and Confidential report shown at minute page 245 be APPROVED.**

The business of the meeting concluded at 8.50pm.

.....  
Chairman

**Sudbury Town Council****Bank Current Account****List of Payments made between 01/03/2020 and 31/03/2020**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Reference</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
02/03/2020	Lex Autolease Limited	DD	352.12	LEX LEASE KN17AHV-22/02-21/03
05/03/2020	G A Smith Gardening Services L	FPO	880.00	GRAVE DIGGING COSTS-27/02
10/03/2020	Colchester Zoo	FPO..	1,632.85	100X COL ZOO TICKS-28/02
12/03/2020	Chubb Fire & Security Limited	BP...	1,042.74	YR INSPEC. FIRE EXT - 12/02/20
13/03/2020	SGW Payroll Ltd	DD	127.14	SGW M.PAYROLL SUPPORT-27/02
13/03/2020	Roff Caterers Ltd.	FPO	1,050.00	ROFF CIVIV SERVIVE-08/03
13/03/2020	Flowers Groundcare	FPO..	4,065.93	G FLOWERS G MAINT.-FEB20
16/03/2020	Ernest Doe & Sons Ltd	FPO/	824.58	E.DOE BACK BLOWER(SCC)-28/02
16/03/2020	BABERGH DC - 16/03/20	DD	1,394.00	BABERGH DC CTAX BU 740007352
17/03/2020	Felix of Long Melford	FPO../	1,075.59	FELIX TIC SALES FEB 2020
19/03/2020	HMRC - ACCOUNTS OF	BP	8,015.75	NI/PAYE 06/02-05/03/20
19/03/2020	WORLDPAY MPAZS5 102128160	DD	30.40	WORLDPAY MPAZS5 102128160
19/03/2020	Worldpay (UK) Limited	DD	40.62	WORLDPAY PDQ CHGS-29/02
23/03/2020	BWT UK Ltd	DD.	10.08	BWT ENVIRO CHARGES-07/02
25/03/2020	STC PAYROLL MARCH 2020	BP	28,034.08	STC PAYROLL MARCH 2020
25/03/2020	T.D. & A.M. Bugg Ltd	BP//	1,050.00	BUGG SKIPS - FEB 2020
25/03/2020	SUFFOLK SCC	FPO	7,550.51	SCC STAFF PENSION-25/03
26/03/2020	UNISON	SO	5.30	UNISON STAFF SUBS - 26/03/20
26/03/2020	BHIB Councils Insurance	FPO..*	4,133.67	BHIB INSURANCE TH-01/04-31/03
26/03/2020	Anglia Memorials Dignity UK	FPO	1,080.00	USAAF MEMORIAL MAINT.-26/03
26/03/2020	Purchase Power	DD	252.84	F MACHINE LEASE - 25/03/20
30/03/2020	PWLB -REPAYMENT - 30/03	DD	2,903.72	PWLB -REPAYMENT - 30/03
30/03/2020	PWLB REPAYMENT - 30/03/20	DD	7,684.57	PWLB REPAYMENT - 30/03/20
31/03/2020	Suffolk County Council Att G M	BP..	4,572.07	SCCSTREET LIGHTING-APR19-MAR20
31/03/2020	WPS Insurance Brokers & Risk S	BP../	1,145.00	WPS MOTOR INS-01/04-31/03/21
31/03/2020	Babergh District Council	BP**/	4,792.80	LITTER & DOG BINS 2019
<b>Total Payments</b>			<b>83,746.36</b>	

14:38

**Summary Income & Expenditure by Budget Heading 31/03/2020**

**Month No: 12**

**Cost Centre Report**

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
101 Corporate Management	Income	670,460	670,460	0		
	Expenditure	9,025	4,100	(4,925)		(4,925)
	Net Income over Expenditure	<u>661,435</u>	<u>666,360</u>	<u>4,925</u>		
	plus Transfer from EMR	5,025				
	Movement to/(from) Gen Reserve	<u>666,460</u>				
102 Democratic Represent'n & Mgmt	Income	200	0	(200)		
	Expenditure	387	900	513		513
	Net Income over Expenditure	<u>(187)</u>	<u>(900)</u>	<u>(713)</u>		
	plus Transfer from EMR	98				
	Movement to/(from) Gen Reserve	<u>(89)</u>				
103 Grants	Expenditure	52,613	53,000	387		387
109 Central Services/Admin	Income	17,307	2,010	(15,297)		
	Expenditure	224,973	241,360	16,387		16,387
	Net Income over Expenditure	<u>(207,666)</u>	<u>(239,350)</u>	<u>(31,684)</u>		
	plus Transfer from EMR	-5,745				
	less Transfer to EMR	11,294				
	Movement to/(from) Gen Reserve	<u>(224,705)</u>				
199 Capital & Projects	Expenditure	0	25,000	25,000		25,000
	plus Transfer from EMR	-25,000				
	Movement to/(from) Gen Reserve	<u>(25,000)</u>				
201 Market - Charter Street	Income	65,636	78,000	12,364		
	Expenditure	45,089	49,500	4,411		4,411
	Movement to/(from) Gen Reserve	<u>20,547</u>				
204 Street Fairs	Income	2,716	2,500	(216)		
	Expenditure	2,665	5,021	2,356		2,356
	Movement to/(from) Gen Reserve	<u>51</u>				
205 Council Public Events	Income	7,177	4,500	(2,677)		
	Expenditure	41,462	60,450	18,988		18,988
	Net Income over Expenditure	<u>(34,286)</u>	<u>(55,950)</u>	<u>(21,664)</u>		
	plus Transfer from EMR	419				
	less Transfer to EMR	1,000				
	Movement to/(from) Gen Reserve	<u>(34,867)</u>				
211 Town Hall Building	Income	8,797	7,950	(847)		
	Expenditure	84,324	84,720	396		396
	Net Income over Expenditure	<u>(75,527)</u>	<u>(76,770)</u>	<u>(1,243)</u>		
	plus Transfer from EMR	3,956				
	Movement to/(from) Gen Reserve	<u>(71,571)</u>				

14:38 **Summary Income & Expenditure by Budget Heading 31/03/2020**

**Month No: 12**

**Cost Centre Report**

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
212	Public Clocks					
	Income	500	0	(500)		
	Expenditure	2,198	2,000	(198)		(198)
	Movement to/(from) Gen Reserve	<u>(1,698)</u>				
213	Street Wardens					
	Income	20,000	20,000	0		
	Expenditure	25,574	34,200	8,626		8,626
	Movement to/(from) Gen Reserve	<u>(5,574)</u>				
221	Allotments					
	Income	1,922	2,200	278		
	Expenditure	508	620	112		112
	Movement to/(from) Gen Reserve	<u>1,414</u>				
239	Open Spaces&Closed Churchyards					
	Income	50,111	0	(50,111)		
	Expenditure	32,343	16,450	(15,893)		(15,893)
	Net Income over Expenditure	<u>17,767</u>	<u>(16,450)</u>	<u>(34,217)</u>		
	plus Transfer from EMR	12,650				
	less Transfer to EMR	49,000				
	Movement to/(from) Gen Reserve	<u>(18,583)</u>				
241	Cemetery					
	Income	53,002	63,600	10,598		
	Expenditure	89,836	92,350	2,514		2,514
	Net Income over Expenditure	<u>(36,834)</u>	<u>(28,750)</u>	<u>8,084</u>		
	plus Transfer from EMR	6,845				
	Movement to/(from) Gen Reserve	<u>(29,989)</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
250	Tourist Information Centre					
	Income	20,562	23,100	2,538		
	Expenditure	45,404	53,704	8,300		8,300
	Movement to/(from) Gen Reserve	<u>(24,842)</u>				
252	Christmas Lights					
	Income	758	0	(758)		
	Expenditure	15,119	13,920	(1,199)		(1,199)
	Net Income over Expenditure	<u>(14,361)</u>	<u>(13,920)</u>	<u>441</u>		
	plus Transfer from EMR	1,526				
	Movement to/(from) Gen Reserve	<u>(12,835)</u>				
261	Museum					
	Expenditure	472	700	228		228
301	Street Lighting					
	Expenditure	3,810	5,300	1,490		1,490
302	Street Furniture & Equipment					
	Income	6,000	0	(6,000)		
	Expenditure	17,663	800	(16,863)		(16,863)
	Net Income over Expenditure	<u>(11,663)</u>	<u>(800)</u>	<u>10,863</u>		
	plus Transfer from EMR	11,622				
	Movement to/(from) Gen Reserve	<u>(42)</u>				

14:38

**Summary Income & Expenditure by Budget Heading 31/03/2020**

**Month No: 12**

**Cost Centre Report**

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
311 Highways	Income	93	1,950	1,858		
	Expenditure	333	265	(68)		(68)
	Movement to/(from) Gen Reserve	<u>(241)</u>				
321 Floral Displays & Bedding Mtce	Expenditure	18,305	19,600	1,295		1,295
341 Community Wardens	Income	33,695	20,395	(13,300)		
	Expenditure	105,103	90,025	(15,078)		(15,078)
	Net Income over Expenditure	<u>(71,408)</u>	<u>(69,630)</u>	<u>1,778</u>		
	plus Transfer from EMR	4,303				
	less Transfer to EMR	3,449				
	Movement to/(from) Gen Reserve	<u>(70,554)</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
	Movement to/(from) Gen Reserve	<u>0</u>				
499 Bingo&Raffle	Income	4,298	0	(4,298)		
	Expenditure	2,345	0	(2,345)		(2,345)
	Net Income over Expenditure	<u>1,953</u>	<u>0</u>	<u>(1,953)</u>		
	less Transfer to EMR	1,953				
	Movement to/(from) Gen Reserve	<u>0</u>				
500 Delphi Club	Expenditure	3,062	3,063	1		1
502 Advice Centre	Income	83,037	82,305	(732)		
	Expenditure	88,378	106,155	17,777		17,777
	Net Income over Expenditure	<u>(5,341)</u>	<u>(23,850)</u>	<u>(18,509)</u>		
	plus Transfer from EMR	250				
	Movement to/(from) Gen Reserve	<u>(5,091)</u>				
901 Civic Activities	Expenditure	6,868	11,785	4,917		4,917
912 Mayors Charity	Income	5,828	0	(5,828)		
	Expenditure	4,028	0	(4,028)		(4,028)
	Net Income over Expenditure	<u>1,799</u>	<u>0</u>	<u>(1,799)</u>		
	plus Transfer from EMR	4,028				
	less Transfer to EMR	5,828				
	Movement to/(from) Gen Reserve	<u>0</u>				



## Summary Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Grand Totals:- Income	1,052,099	978,970	(73,129)		
Expenditure	921,889	974,988	53,099	0	53,099
Net Income over Expenditure	<u>130,210</u>	<u>3,982</u>	<u>(126,228)</u>		
plus Transfer from EMR	19,976				
less Transfer to EMR	72,523				
Movement to/(from) Gen Reserve	<u>77,662</u>				

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<b>101 Corporate Management</b>						
1092 Costs recovered via court	360	360	0			
1176 Precept	670,100	670,100	0			
Corporate Management :- Income	<b>670,460</b>	<b>670,460</b>	<b>0</b>			<b>0</b>
4009 Travel & Subsistence	0	100	100		100	
4100 Election Expenses	8,975	4,000	(4,975)		(4,975)	8,975
4973 Tfr to EMR	50	0	(50)		(50)	(3,950)
Corporate Management :- Indirect Expenditure	<b>9,025</b>	<b>4,100</b>	<b>(4,925)</b>	<b>0</b>	<b>(4,925)</b>	<b>5,025</b>
<b>Net Income over Expenditure</b>	<b>661,435</b>	<b>666,360</b>	<b>4,925</b>			
6000 plus Transfer from EMR	5,025					
<b>Movement to/(from) Gen Reserve</b>	<b>666,460</b>					
<b>102 Democratic Represent'n &amp; Mgmt</b>						
1098 Miscellaneous Income	200	0	(200)			
Democratic Represent'n & Mgmt :- Income	<b>200</b>	<b>0</b>	<b>(200)</b>			<b>0</b>
4008 Training, Courses, Meetings	289	250	(39)		(39)	
4020 Miscellaneous Expenses	0	50	50		50	
4023 Printing & Stationery	0	100	100		100	
4024 Publications	98	0	(98)		(98)	98
4131 Town Twinning Council event	0	500	500		500	
Democratic Represent'n & Mgmt :- Indirect Expenditure	<b>387</b>	<b>900</b>	<b>513</b>	<b>0</b>	<b>513</b>	<b>98</b>
<b>Net Income over Expenditure</b>	<b>(187)</b>	<b>(900)</b>	<b>(713)</b>			
6000 plus Transfer from EMR	98					
<b>Movement to/(from) Gen Reserve</b>	<b>(89)</b>					
<b>103 Grants</b>						
4303 Grants Power General	44,613	45,000	387		387	
4304 Grant Aid LGA S142	8,000	8,000	0		0	
Grants :- Indirect Expenditure	<b>52,613</b>	<b>53,000</b>	<b>387</b>	<b>0</b>	<b>387</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(52,613)</b>	<b>(53,000)</b>	<b>(387)</b>			
<b>109 Central Services/Admin</b>						
1045 Neighbourhood CIL	11,294	0	(11,294)			11,294
1098 Miscellaneous Income	41	10	(31)			
1190 Bank Interest Receivable	5,973	2,000	(3,973)			
Central Services/Admin :- Income	<b>17,307</b>	<b>2,010</b>	<b>(15,297)</b>			<b>11,294</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4001 Salaries & Wages	185,400	182,800	(2,600)		(2,600)	
4008 Training, Courses, Meetings	767	500	(267)		(267)	350
4009 Travel & Subsistence	336	250	(86)		(86)	
4010 Misc Staff Costs	1,798	2,200	402		402	
4020 Miscellaneous Expenses	367	400	33		33	
4021 Telephone, Internet & Fax	3,142	3,900	758		758	
4022 Postage	757	900	143		143	
4023 Printing & Stationery	1,794	2,500	706		706	
4024 Publications	131	0	(131)		(131)	
4025 Subscriptions	1,637	1,850	213		213	
4026 Insurance	5,213	5,300	87		87	
4033 Advertising/Press Releases	0	500	500		500	
4041 Equipt Repairs & Mtce	14	500	486		486	
4042 Equipt Running Costs/Rental	5,447	5,760	313		313	
4044 IT Support/Software Mtce	5,459	5,100	(359)		(359)	
4052 Bank & Cardnet Charges	2,549	2,100	(449)		(449)	
4060 Audit Fees - External	1,600	1,600	0		0	
4061 Audit Fees - Internal	472	500	28		28	
4064 Other Professional Fees	8,082	14,500	6,418		6,418	3,905
4110 Staff Welfare	9	200	191		191	
4973 Tfr to EMR	0	10,000	10,000		10,000	(10,000)
Central Services/Admin :- Indirect Expenditure	<b>224,973</b>	<b>241,360</b>	<b>16,387</b>	<b>0</b>	<b>16,387</b>	<b>(5,745)</b>
<b>Net Income over Expenditure</b>	<b>(207,666)</b>	<b>(239,350)</b>	<b>(31,684)</b>			
6000 plus Transfer from EMR	(5,745)					
6001 less Transfer to EMR	11,294					
<b>Movement to/(from) Gen Reserve</b>	<b>(224,705)</b>					
<u>199 Capital &amp; Projects</u>						
4800 Rolling Capital Fund Allocat'n	0	25,000	25,000		25,000	(25,000)
Capital & Projects :- Indirect Expenditure	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>(25,000)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(25,000)</b>	<b>(25,000)</b>			
6000 plus Transfer from EMR	(25,000)					
<b>Movement to/(from) Gen Reserve</b>	<b>(25,000)</b>					
<u>201 Market - Charter Street</u>						
1020 Market Rent & Tolls	62,439	75,000	12,561			
1021 Market Electricity Recovered	3,197	3,000	(197)			
Market - Charter Street :- Income	<b>65,636</b>	<b>78,000</b>	<b>12,364</b>			<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4001 Salaries & Wages	24,477	26,700	2,223		2,223	
4007 Workwear and Footwear	70	450	380		380	
4011 Rates & Water	8,445	8,450	5		5	
4014 Electricity & Gas	1,455	1,600	145		145	
4016 Refuse Disposal	9,405	9,000	(405)		(405)	
4017 Cleaning & Consumables	35	50	15		15	
4018 Vehicle Rental/Repairs/Exps	447	400	(47)		(47)	
4021 Telephone, Internet & Fax	225	350	125		125	
4023 Printing & Stationery	1	100	99		99	
4033 Advertising/Press Releases	0	2,000	2,000		2,000	
4041 Equipt Repairs & Mtce	525	400	(125)		(125)	
4110 Staff Welfare	2	0	(2)		(2)	
Market - Charter Street :- Indirect Expenditure	<b>45,089</b>	<b>49,500</b>	<b>4,411</b>	<b>0</b>	<b>4,411</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>20,547</b>	<b>28,500</b>	<b>7,953</b>			
<u>204 Street Fairs</u>						
1030 Function Income	2,716	2,500	(216)			
Street Fairs :- Income	<b>2,716</b>	<b>2,500</b>	<b>(216)</b>			<b>0</b>
4001 Salaries & Wages	600	600	0		0	
4069 Licences	70	21	(49)		(49)	
4102 Fair Expenses	1,995	4,400	2,405		2,405	
Street Fairs :- Indirect Expenditure	<b>2,665</b>	<b>5,021</b>	<b>2,356</b>	<b>0</b>	<b>2,356</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>51</b>	<b>(2,521)</b>	<b>(2,572)</b>			
<u>205 Council Public Events</u>						
1030 Function Income	12	0	(12)			
1040 Grants Receivable	750	0	(750)			
1050 Donations Received	1,500	1,000	(500)			1,000
1051 Donations for Party in t'Park	0	500	500			
1055 Sponsorships Received	670	0	(670)			
1068 Party in the Park Income	1,386	2,000	614			
1080 Firework Display Income	2,466	1,000	(1,466)			
1098 Miscellaneous Income	394	0	(394)			
Council Public Events :- Income	<b>7,177</b>	<b>4,500</b>	<b>(2,677)</b>			<b>1,000</b>
4001 Salaries & Wages	26,590	43,300	16,710		16,710	
4008 Training, Courses, Meetings	0	100	100		100	
4009 Travel & Subsistence	0	150	150		150	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4020 Miscellaneous Expenses	5,082	5,500	418		418	
4021 Telephone, Internet & Fax	359	350	(9)		(9)	
4023 Printing & Stationery	9	50	41		41	
4033 Advertising/Press Releases	240	3,200	2,960		2,960	
4041 Equipt Repairs & Mtce	13	0	(13)		(13)	
4110 Staff Welfare	1	0	(1)		(1)	
4128 Party in the Park Expenses	6,348	5,800	(548)		(548)	
4317 Mayor's Events	2,402	2,000	(402)		(402)	
4900 Assets Capitalised	419	0	(419)		(419)	419
Council Public Events :- Indirect Expenditure	<b>41,462</b>	<b>60,450</b>	<b>18,988</b>	<b>0</b>	<b>18,988</b>	<b>419</b>
<b>Net Income over Expenditure</b>	<b>(34,286)</b>	<b>(55,950)</b>	<b>(21,664)</b>			
6000 plus Transfer from EMR	419					
6001 less Transfer to EMR	1,000					
<b>Movement to/(from) Gen Reserve</b>	<b>(34,867)</b>					
<u>211 Town Hall Building</u>						
1000 Letting Income	1,506	700	(806)			
1016 Rent from Registrar	7,250	7,250	0			
1098 Miscellaneous Income	41	0	(41)			
Town Hall Building :- Income	<b>8,797</b>	<b>7,950</b>	<b>(847)</b>			<b>0</b>
4001 Salaries & Wages	13,436	15,300	1,864		1,864	
4004 Cleaners & Casual payroll costs	14,897	11,100	(3,797)		(3,797)	3,956
4007 Workwear and Footwear	0	200	200		200	
4011 Rates & Water	5,112	5,600	488		488	
4014 Electricity & Gas	13,254	12,300	(954)		(954)	
4017 Cleaning & Consumables	1,927	2,300	373		373	
4020 Miscellaneous Expenses	1	250	249		249	
4040 Property Repairs & Mtce	1,594	8,000	6,406		6,406	
4041 Equipt Repairs & Mtce	14,544	10,070	(4,474)		(4,474)	
4042 Equipt Running Costs/Rental	1,258	1,350	92		92	
4043 Equipt/Small Tools Purchase	21	100	79		79	
4110 Staff Welfare	94	0	(94)		(94)	
4863 Purchases for re-sale	35	0	(35)		(35)	
4987 Loan Repayment - Capital	3,105	3,105	0		0	
4988 PWLB Interest 494354	15,045	15,045	0		0	
Town Hall Building :- Indirect Expenditure	<b>84,324</b>	<b>84,720</b>	<b>396</b>	<b>0</b>	<b>396</b>	<b>3,956</b>
<b>Net Income over Expenditure</b>	<b>(75,527)</b>	<b>(76,770)</b>	<b>(1,243)</b>			
6000 plus Transfer from EMR	3,956					
<b>Movement to/(from) Gen Reserve</b>	<b>(71,571)</b>					

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<b>212 Public Clocks</b>						
1050 Donations Received	500	0	(500)			
Public Clocks :- Income	<b>500</b>	<b>0</b>	<b>(500)</b>			<b>0</b>
4041 Equipt Repairs & Mtce	2,198	2,000	(198)		(198)	
Public Clocks :- Indirect Expenditure	<b>2,198</b>	<b>2,000</b>	<b>(198)</b>	<b>0</b>	<b>(198)</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,698)</b>	<b>(2,000)</b>	<b>(302)</b>			
<b>213 Street Wardens</b>						
1091 Service Costs Income - Babergh	20,000	20,000	0			
Street Wardens :- Income	<b>20,000</b>	<b>20,000</b>	<b>0</b>			<b>0</b>
4001 Salaries & Wages	22,877	30,000	7,123		7,123	
4007 Workwear and Footwear	0	300	300		300	
4017 Cleaning & Consumables	1,063	1,500	437		437	
4020 Miscellaneous Expenses	0	100	100		100	
4040 Property Repairs & Mtce	5	300	296		296	
4041 Equipt Repairs & Mtce	0	200	200		200	
4042 Equipt Running Costs/Rental	1,629	1,800	171		171	
4110 Staff Welfare	0	0	(0)		(0)	
Street Wardens :- Indirect Expenditure	<b>25,574</b>	<b>34,200</b>	<b>8,626</b>	<b>0</b>	<b>8,626</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,574)</b>	<b>(14,200)</b>	<b>(8,626)</b>			
<b>221 Allotments</b>						
1010 Rent Receivable	1,922	2,200	278			
Allotments :- Income	<b>1,922</b>	<b>2,200</b>	<b>278</b>			<b>0</b>
4001 Salaries & Wages	0	200	200		200	
4011 Rates & Water	271	220	(51)		(51)	
4020 Miscellaneous Expenses	236	200	(36)		(36)	
Allotments :- Indirect Expenditure	<b>508</b>	<b>620</b>	<b>112</b>	<b>0</b>	<b>112</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,414</b>	<b>1,580</b>	<b>166</b>			
<b>239 Open Spaces&amp;Closed Churchyards</b>						
1050 Donations Received	49,887	0	(49,887)			49,000
1098 Miscellaneous Income	223	0	(223)			
Open Spaces&Closed Churchyards :- Income	<b>50,111</b>	<b>0</b>	<b>(50,111)</b>			<b>49,000</b>
4011 Rates & Water	143	140	(3)		(3)	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4014 Electricity & Gas	583	1,010	427		427	
4020 Miscellaneous Expenses	104	0	(104)		(104)	
4040 Property Repairs & Mtce	11,500	0	(11,500)		(11,500)	11,500
4041 Equipt Repairs & Mtce	100	300	200		200	
4045 Grounds Maintenance	7,565	7,500	(65)		(65)	
4065 Closed Churchyards maintenance	850	300	(550)		(550)	850
4066 The Croft maintenance	3,807	3,800	(7)		(7)	
4067 Mill Acre maintenance	3,267	0	(3,267)		(3,267)	
4068 Valley Walk	3,637	3,400	(237)		(237)	300
4863 Purchases for re-sale	223	0	(223)		(223)	
4900 Assets Capitalised	565	0	(565)		(565)	
Open Spaces&Closed Churchyards :- Indirect Expenditure	<b>32,343</b>	<b>16,450</b>	<b>(15,893)</b>	<b>0</b>	<b>(15,893)</b>	<b>12,650</b>
<b>Net Income over Expenditure</b>	<b>17,767</b>	<b>(16,450)</b>	<b>(34,217)</b>			
6000 plus Transfer from EMR	12,650					
6001 less Transfer to EMR	49,000					
<b>Movement to/(from) Gen Reserve</b>	<b>(18,583)</b>					
<u>241 Cemetery</u>						
1000 Letting Income	9,600	9,600	0			
1060 Cemetery Fees & Charges	43,402	54,000	10,598			
Cemetery :- Income	<b>53,002</b>	<b>63,600</b>	<b>10,598</b>			<b>0</b>
4001 Salaries & Wages	31,449	35,000	3,551		3,551	
4005 Grave Digging Costs	11,780	16,200	4,420		4,420	
4007 Workwear and Footwear	145	200	55		55	
4008 Training, Courses, Meetings	0	260	260		260	
4011 Rates & Water	3,617	3,400	(217)		(217)	
4014 Electricity & Gas	396	680	284		284	
4016 Refuse Disposal	3,150	5,100	1,950		1,950	
4018 Vehicle Rental/Repairs/Exps	0	300	300		300	
4019 Diesel	115	100	(15)		(15)	
4021 Telephone, Internet & Fax	225	350	125		125	
4023 Printing & Stationery	451	500	49		49	
4025 Subscriptions	90	0	(90)		(90)	
4040 Property Repairs & Mtce	5,699	5,500	(199)		(199)	
4041 Equipt Repairs & Mtce	46	200	154		154	
4043 Equipt/Small Tools Purchase	211	300	89		89	
4044 IT Support/Software Mtce	35	100	65		65	
4045 Grounds Maintenance	26,998	23,000	(3,998)		(3,998)	2,300

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4064 Other Professional Fees	882	1,160	278		278	
4110 Staff Welfare	1	0	(1)		(1)	
4900 Assets Capitalised	4,545	0	(4,545)		(4,545)	4,545
<b>Cemetery :- Indirect Expenditure</b>	<b>89,836</b>	<b>92,350</b>	<b>2,514</b>	<b>0</b>	<b>2,514</b>	<b>6,845</b>
<b>Net Income over Expenditure</b>	<b>(36,834)</b>	<b>(28,750)</b>	<b>8,084</b>			
6000 plus Transfer from EMR	6,845					
<b>Movement to/(from) Gen Reserve</b>	<b>(29,989)</b>					
<b>250 Tourist Information Centre</b>						
1018 Books,Maps,publications/Income	1,262	2,000	738			
1019 TIC Agency commission received	2,684	3,200	516			
1022 Gift Sales Income	4,010	3,000	(1,010)			
1025 TIC Sundry Sales	329	300	(29)			
1029 BABA Accomodation Income	26	0	(26)			
1031 Foodstuff Sales	266	300	34			
1033 Colchester Zoo Tickets sold	1,335	4,000	2,665			
1050 Donations Received	150	0	(150)			
1091 Service Costs Income - Babergh	10,000	10,000	0			
1098 Miscellaneous Income	500	300	(200)			
<b>Tourist Information Centre :- Income</b>	<b>20,562</b>	<b>23,100</b>	<b>2,538</b>			<b>0</b>
4001 Salaries & Wages	37,890	42,100	4,210		4,210	
4009 Travel & Subsistence	6	100	94		94	
4010 Misc Staff Costs	61	100	40		40	
4017 Cleaning & Consumables	2	0	(2)		(2)	
4020 Miscellaneous Expenses	20	120	100		100	
4021 Telephone, Internet & Fax	0	720	720		720	
4023 Printing & Stationery	366	150	(216)		(216)	
4041 Equipt Repairs & Mtce	0	100	100		100	
4043 Equipt/Small Tools Purchase	243	100	(143)		(143)	
4049 TIC food purchases for resale	254	150	(104)		(104)	
4052 Bank & Cardnet Charges	440	400	(40)		(40)	
4054 TIC Gift Purchases for Resale	1,973	1,900	(73)		(73)	
4055 TICBooks/Guides/Maps forResale	947	1,500	553		553	
4056 TIC Rent & Utilities costs	1,864	1,864	0		0	
4070 Colchester Zoo Tickets Bought	1,317	4,300	2,983		2,983	
4099 Banking Differences	18	0	(18)		(18)	
4110 Staff Welfare	5	100	95		95	
<b>Tourist Information Centre :- Indirect Expenditure</b>	<b>45,404</b>	<b>53,704</b>	<b>8,300</b>	<b>0</b>	<b>8,300</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(24,842)</b>	<b>(30,604)</b>	<b>(5,762)</b>			



## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>252 Christmas Lights</u>						
1055 Sponsorships Received	758	0	(758)			
Christmas Lights :- Income	<u>758</u>	<u>0</u>	<u>(758)</u>			<u>0</u>
4001 Salaries & Wages	6,837	7,300	463		463	
4008 Training, Courses, Meetings	380	500	120		120	
4014 Electricity & Gas	0	220	220		220	
4101 Christmas Lights	4,795	4,800	5		5	
4104 Christmas Trees	1,581	1,100	(481)		(481)	
4900 Assets Capitalised	1,526	0	(1,526)		(1,526)	1,526
Christmas Lights :- Indirect Expenditure	<u>15,119</u>	<u>13,920</u>	<u>(1,199)</u>	<u>0</u>	<u>(1,199)</u>	<u>1,526</u>
<b>Net Income over Expenditure</b>	<u>(14,361)</u>	<u>(13,920)</u>	<u>441</u>			
6000 plus Transfer from EMR	1,526					
<b>Movement to/(from) Gen Reserve</b>	<u>(12,835)</u>					
<u>261 Museum</u>						
4041 Equipt Repairs & Mtce	472	700	228		228	
Museum :- Indirect Expenditure	<u>472</u>	<u>700</u>	<u>228</u>	<u>0</u>	<u>228</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(472)</u>	<u>(700)</u>	<u>(228)</u>			
<u>301 Street Lighting</u>						
4014 Electricity & Gas	2,601	2,600	(1)		(1)	
4040 Property Repairs & Mtce	0	700	700		700	
4041 Equipt Repairs & Mtce	1,209	2,000	791		791	
Street Lighting :- Indirect Expenditure	<u>3,810</u>	<u>5,300</u>	<u>1,490</u>	<u>0</u>	<u>1,490</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(3,810)</u>	<u>(5,300)</u>	<u>(1,490)</u>			
<u>302 Street Furniture &amp; Equipment</u>						
1050 Donations Received	6,000	0	(6,000)			
Street Furniture & Equipment :- Income	<u>6,000</u>	<u>0</u>	<u>(6,000)</u>			<u>0</u>
4020 Miscellaneous Expenses	29	50	21		21	
4041 Equipt Repairs & Mtce	842	500	(342)		(342)	
4043 Equipt/Small Tools Purchase	126	250	124		124	
4900 Assets Capitalised	16,667	0	(16,667)		(16,667)	11,622
Street Furniture & Equipment :- Indirect Expenditure	<u>17,663</u>	<u>800</u>	<u>(16,863)</u>	<u>0</u>	<u>(16,863)</u>	<u>11,622</u>
<b>Net Income over Expenditure</b>	<u>(11,663)</u>	<u>(800)</u>	<u>10,863</u>			
6000 plus Transfer from EMR	11,622					
<b>Movement to/(from) Gen Reserve</b>	<u>(42)</u>					

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<b>311 Highways</b>						
1041 Parking Permits Francis Road	93	1,950	1,858			
Highways :- Income	<b>93</b>	<b>1,950</b>	<b>1,858</b>			<b>0</b>
4020 Miscellaneous Expenses	67	0	(67)		(67)	
4044 IT Support/Software Mtce	266	265	(1)		(1)	
Highways :- Indirect Expenditure	<b>333</b>	<b>265</b>	<b>(68)</b>	<b>0</b>	<b>(68)</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(241)</b>	<b>1,685</b>	<b>1,926</b>			
<b>321 Floral Displays &amp; Bedding Mtce</b>						
4011 Rates & Water	101	200	99		99	
4020 Miscellaneous Expenses	0	100	100		100	
4042 Equipt Running Costs/Rental	1,000	1,100	100		100	
4043 Equipt/Small Tools Purchase	0	200	200		200	
4045 Grounds Maintenance	17,204	18,000	796		796	
Floral Displays & Bedding Mtce :- Indirect Expenditure	<b>18,305</b>	<b>19,600</b>	<b>1,295</b>	<b>0</b>	<b>1,295</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(18,305)</b>	<b>(19,600)</b>	<b>(1,295)</b>			
<b>341 Community Wardens</b>						
1040 Grants Receivable	5,928	0	(5,928)			3,449
1075 Community Warden services	22,590	17,395	(5,195)			
1077 Van Rental Contr' from Babergh	3,000	3,000	0			
1098 Miscellaneous Income	2,177	0	(2,177)			
Community Wardens :- Income	<b>33,695</b>	<b>20,395</b>	<b>(13,300)</b>			<b>3,449</b>
4001 Salaries & Wages	77,563	66,000	(11,563)		(11,563)	
4006 Health & Safety Equipment	181	100	(81)		(81)	
4007 Workwear and Footwear	563	1,200	637		637	
4008 Training, Courses, Meetings	379	800	421		421	
4017 Cleaning & Consumables	42	100	58		58	
4018 Vehicle Rental/Repairs/Exps	8,315	9,500	1,185		1,185	
4019 Diesel	2,822	2,400	(422)		(422)	
4020 Miscellaneous Expenses	444	100	(344)		(344)	401
4021 Telephone, Internet & Fax	888	1,400	512		512	
4023 Printing & Stationery	70	50	(20)		(20)	
4026 Insurance	980	1,500	520		520	
4028 Refuse/Doggy Bag Supplies	162	400	238		238	47
4041 Equipt Repairs & Mtce	773	500	(273)		(273)	
4043 Equipt/Small Tools Purchase	2,755	500	(2,255)		(2,255)	398

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4045 Grounds Maintenance	90	100	10		10	
4064 Other Professional Fees	316	0	(316)		(316)	
4109 Dog/Litter Bin emptying	7,564	5,300	(2,264)		(2,264)	3,458
4110 Staff Welfare	6	75	69		69	
4863 Purchases for re-sale	2,069	0	(2,069)		(2,069)	
4897 Expenses provided by grants	(2,013)	0	2,013		2,013	
4900 Assets Capitalised	1,136	0	(1,136)		(1,136)	
Community Wardens :- Indirect Expenditure	<b>105,103</b>	<b>90,025</b>	<b>(15,078)</b>	<b>0</b>	<b>(15,078)</b>	<b>4,303</b>
<b>Net Income over Expenditure</b>	<b>(71,408)</b>	<b>(69,630)</b>	<b>1,778</b>			
6000 plus Transfer from EMR	4,303					
6001 less Transfer to EMR	3,449					
<b>Movement to/(from) Gen Reserve</b>	<b>(70,554)</b>					
<u>499 Bingo&amp;Raffle</u>						
1001 Bingo&Raffle Tickets Income	4,236	0	(4,236)			1,953
1098 Miscellaneous Income	63	0	(63)			
Bingo&Raffle :- Income	<b>4,298</b>	<b>0</b>	<b>(4,298)</b>			<b>1,953</b>
4020 Miscellaneous Expenses	21	0	(21)		(21)	
4500 Bingo&Raffle Prizes Paid	2,324	0	(2,324)		(2,324)	
Bingo&Raffle :- Indirect Expenditure	<b>2,345</b>	<b>0</b>	<b>(2,345)</b>	<b>0</b>	<b>(2,345)</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,953</b>	<b>0</b>	<b>(1,953)</b>			
6001 less Transfer to EMR	1,953					
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>					
<u>500 Delphi Club</u>						
4989 Loan Repayment - Capital	2,667	2,667	0		0	
4990 PWLB Interest 493742	396	396	0		0	
Delphi Club :- Indirect Expenditure	<b>3,062</b>	<b>3,063</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,062)</b>	<b>(3,063)</b>	<b>(1)</b>			
<u>502 Advice Centre</u>						
1023 Postage Income	79	35	(44)			
1032 Doggy Bag Income	1,893	1,700	(193)			
1090 Service Costs income -Suffolk	7,000	6,500	(500)			
1091 Service Costs Income - Babergh	74,000	74,000	0			

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
1098 Miscellaneous Income	65	70	5			
Advice Centre :- Income	<b>83,037</b>	<b>82,305</b>	<b>(732)</b>			<b>0</b>
4001 Salaries & Wages	86,659	104,000	17,341		17,341	
4008 Training, Courses, Meetings	250	500	250		250	250
4009 Travel & Subsistence	56	150	94		94	
4017 Cleaning & Consumables	3	0	(3)		(3)	
4020 Miscellaneous Expenses	2	200	198		198	
4023 Printing & Stationery	31	100	69		69	
4028 Refuse/Doggy Bag Supplies	1,372	1,105	(267)		(267)	
4110 Staff Welfare	4	100	96		96	
Advice Centre :- Indirect Expenditure	<b>88,378</b>	<b>106,155</b>	<b>17,777</b>	<b>0</b>	<b>17,777</b>	<b>250</b>
<b>Net Income over Expenditure</b>	<b>(5,341)</b>	<b>(23,850)</b>	<b>(18,509)</b>			
6000 plus Transfer from EMR	250					
<b>Movement to/(from) Gen Reserve</b>	<b>(5,091)</b>					
<u>901 Civic Activities</u>						
4001 Salaries & Wages	1,159	1,900	741		741	
4017 Cleaning & Consumables	131	500	369		369	
4023 Printing & Stationery	21	200	179		179	
4041 Equipt Repairs & Mtce	0	350	350		350	
4129 Mayors Allowance	3,500	3,500	0		0	
4132 Civic & Ceremonial	1,882	3,260	1,378		1,378	
4133 Tributes - Floral etc	172	275	104		104	
4135 Other Council Events	3	300	297		297	
4900 Assets Capitalised	0	1,500	1,500		1,500	
Civic Activities :- Indirect Expenditure	<b>6,868</b>	<b>11,785</b>	<b>4,917</b>	<b>0</b>	<b>4,917</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(6,868)</b>	<b>(11,785)</b>	<b>(4,917)</b>			
<u>912 Mayors Charity</u>						
1050 Donations Received	5,828	0	(5,828)			5,828
Mayors Charity :- Income	<b>5,828</b>	<b>0</b>	<b>(5,828)</b>			<b>5,828</b>
4202 Mayors Charity Expenses	4,028	0	(4,028)		(4,028)	4,028
Mayors Charity :- Indirect Expenditure	<b>4,028</b>	<b>0</b>	<b>(4,028)</b>	<b>0</b>	<b>(4,028)</b>	<b>4,028</b>
<b>Net Income over Expenditure</b>	<b>1,799</b>	<b>0</b>	<b>(1,799)</b>			
6000 plus Transfer from EMR	4,028					
6001 less Transfer to EMR	5,828					
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>					

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2020

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Grand Totals:- Income	1,052,099	978,970	(73,129)			
Expenditure	921,889	974,988	53,099	0	53,099	
<b>Net Income over Expenditure</b>	<b>130,210</b>	<b>3,982</b>	<b>(126,228)</b>			
plus Transfer from EMR	19,976					
less Transfer to EMR	72,523					
<b>Movement to/(from) Gen Reserve</b>	<b>77,662</b>					

**Sudbury Town Council**  
**Earmarked reserves**

A/C	EMR name	01/04/2019 Balances	2019/2020 spent	2019/2020 received	31/03/2020 Balances
315	EMR Rolling Capital Fund	- 42,355.61	14,616.76	25,000.00	- 52,738.85
320	EMR Training costs	- 850.00	600.00		- 250.00
321	EMR Services & Acquisitions	- 4,000.00	3,905.00		- 95.00
322	EMR Mayors Charity Funds	- 106.21	2,287.86	3,861.92	- 1,680.27
323	EMR OAP Christmas party	- 671.16		2,953.14	- 3,624.30
324	EMR Biodiversity/Gainsb' Trail	- 4,616.12	300.00		- 4,316.12
325	EMR BMX Track	- 4,083.04			- 4,083.04
327	EMR Advertising & Promotion	- 500.00			- 500.00
328	EMR Dogs anti-fouling campaign	- 1,660.21	4,303.17	3,448.83	- 805.87
329	EMR Ground maintenance	- 12,730.23	3,150.00		- 9,580.23
330	EMR Recreation of Mill Acre	- 19,857.47	14,994.52	60,293.75	- 65,156.70
331	EMR Staff Social Security		3,955.88	10,000.00	- 6,044.12
350	EMR Mayors Benevolent Fund	- 8,782.55	1,740.51	1,965.78	- 9,007.82
356	EMR Elections	- 9,000.00	9,122.08	4,000.00	- 3,877.92
359	EMR War Memorial repairs	-			-
		<b>- 109,212.60</b>	<b>58,975.78</b>	<b>111,523.42</b>	<b>- 161,760.24</b>

310 General purpose fund - 431,724.77

Transactions for EMRs

Profit for the year - 77,662.31

General purpose Fund at 31/03/2020 **- 509,387.08**

**SUDBURY TOWN COUNCIL**  
**SUMMARY OF FIXED ASSETS**

		C O S T				Q-ty	MV
		01/04/2019	Add	Disp	31/03/2020		
<b><u>Land and Buildings</u></b>							
Town Hall		1115335.00			1115335.00		
Land at the back of Town Hall		436650.00			436650.00		
Cemetery Chapel & Mess		192700.00			192700.00		
Flint Lodge		250000.00			250000.00		
Land at cemetery		100800.00			100800.00		
Cemetery land extension		1.00			1.00		
Town Hall Museum		1.00			1.00		
Land at Croft		1.00			1.00		
Land at Mill Acre 1.519 acre		1.00			1.00		
Land at Woodhall 3.33 acres		1.00			1.00		10000
Francis Road		1.00			1.00		
(Last Revalued 31/3/05)		2095491.00	0.00	0.00	2095491.00		
<b><u>Intangible Assets</u></b>							
Map Manager software	28/02/2017	1200.00			1200.00		
Pear cemetery mapping	10/10/2019		4545.00		4545.00		
		1200.00	4545.00	0.00	5745.00		
<b><u>Vehicles &amp; Equipment</u></b>							
Office Furniture & Equipment		32203.00			32203.00		
Town Hall Furniture		34327.00			34327.00		
Christmas Lights & Boxes		71700.00			71700.00		
Christmas Lights (239+2+4)		14553.00			14553.00	247	
Christmas Lights Memory tree (8)	10/09/2019		272.86		272.86		
Christmas lights for Library	01/04/2019		1252.90		1252.90		
Museum Display & Cabinets	ye 31/3/2005	16072.00			16072.00		
Museum Lighting	ye 31/3/2006	1291.00			1291.00		
Telephone System (15 phones)	02/03/2017	2646.00			2646.00	15	
Mobile Steam Cleaner		8500.00			8500.00	1	
Defibrillator	ye 31/3/2012	1195.00			1195.00	1	
Defibrillator	24/09/2018	1560.00			1560.00	1	
Defibrillator X 3	28/11/2019		5045.00		5045.00	3	
Trailer		785.00			785.00	1	
70 Chairs - Cemetery	y/e 31/3/15	1060.00			1060.00	70	
S/H Coffee Machine	y/e 31/3/15	1951.00			1951.00	1	
TIC Display Cabinets	y/e 31/3/15	2716.00			2716.00		
New PC (Teresa)	31/07/2019	0.00	419.00		419.00	1	
Laptop for Meetings	12/03/2018	555.00			555.00	1	
Dell Poweredge Server	24/02/2015	1935.00			1935.00	1	
Dell Optiplex plus Monitor (11)	24/02/2015	5588.00			5588.00	11	
Dell Optiplex plus 2 Monitors (1)	10/08/2015	873.00			873.00	1	
Museum Display & Cabinets (4)	12/01/2015	4340.00			4340.00	4	
Museum LED Monitors (3)	19/02/2015	5178.00			5178.00	3	
Air conditioning units (2)	03/07/2015	2892.00			2892.00	2	
Air conditioning units (1)		2096.00			2096.00	1	
Book Unit Mayors Parlour (1)	30/06/2016	47.99			47.99		
Table&chairs Mayors Parlour	20/05/2016	100.00			100.00		
Finance office cabinet	01/11/2016	384.70			384.70	1	
Office desk+chair	30/11/2016	424.98			424.98		
Ramp	06/06/2017	1187.00			1187.00	1	
Body cameras (4+2)	07/03/2019	2205.93			2205.93	6	
Billy Goat	16/03/2018	1152.00			1152.00	1	
Eliet Shredder	27/03/2018	7299.00			7299.00	1	
Ride on mower	26/07/2018	2708.01			2708.01	1	
Projector&screen	28/11/2018	3423.00			3423.00	1&1	
Loudspeakers	03/10/2018	600.00			600.00	2	
Edgecutter	21/03/2020		1136.00		1136.00	1	
					0.00		
		233548.61	8125.76	0.00	241674.37		
<b><u>Infrastructure Assets</u></b>							
Bus Shelters (2)	ye 31/3/2010	10000.00			10000.00	2	
CCTV	ye 31/3/2013	4023.00			4023.00		
Cycle Stands (6)	ye 31/3/2012	1050.00			1050.00	6	

Dog Bins (10)		2123.00		2123.00	10
Dog bins (10)	26/04/2016	2123.00		2123.00	10
Dog Bins (13- less 4 w/off)	ye 31/3/2011	1288.38		1288.38	9
Dog bins (25)	06/03/2017	5042.25		5042.25	25
Dog Bins Metal (5)	y/e 31/3/15	775.00		775.00	5
Dog Dispensers (11)		0.00		0.00	11
Flower brackets (111) new	24/05/2016	1384.49		1384.49	111
Flower brackets (50) old		0.00		0.00	50
Hanging Baskets (160) & Flower Towers (4)		9446.00		9446.00	
Gaol Lane Archway		2300.00		2300.00	1
Gates at St Gregory Church		0.00		0.00	1
Gates at Newton Road		0.00		0.00	1
Cigarette&Gum Bins (10)	24/10/2016	782.50		782.50	10
Cigarette&Gum Bins (20)	02/03/2016	1398.00		1398.00	20
Cigarette&Gum Bins (10)	24/11/2017	797.35		797.35	10
Grit Bins (16)	ye 31/3/2012	1888.00		1888.00	16
Grit Bins (23)	ye 31/3/13	1856.00		1856.00	23
Grit bins (10)	08/02/2015	850.00		850.00	10
Grit bins (38)		0.00		0.00	38
Litter bin (1) Woodhall	27/09/2016	265.20		265.20	1
Litter bins (2)		100.00		100.00	2
Litter bins (25-3)	22/03/2017	6253.28		6253.28	22
Litter Bins (30+22+1) less 6 w/off		6366.28		6366.28	47
Litter Bins (6)	y/e 31/3/15	1297.00		1297.00	6
Litter Bins (7) Croft	y/e 31/3/13	1622.00		1622.00	7
Litter bins (8)	05/03/2016	2196.00		2196.00	8
Litter Brunel bins	07/01/2020		7323.00	7323.00	15
Litter Brunel bins	12/02/2020		3494.52	3494.52	6
Marquee (1)	27/04/2016	1306.64		1306.64	1
New IT Infrastructure (2014/15)	24/02/2015	10592.00		10592.00	
North Street Trees, Guards etc	ye 31/3/2005	6300.00		6300.00	
Noticeboard	10/12/2019		804.00	804.00	1
Old Mkt Place - Lighting	ye 31/3/2008	5516.00		5516.00	
Old Mkt Place - Planters (3)	ye 31/3/2008	3970.00		3970.00	3
Old Mkt Place - Seats (5)	ye 31/3/2008	3864.00		3864.00	5
Picnic Tables (Mill Acre) (5)		2500.00		2500.00	4
Picnic Tables (Mill Acre) (1)	19/12/2019		565.02	565.02	1
Planters/window boxes (Amberol)	16/10/2012	946.00		946.00	5
Public Seats 53		19412.00		19412.00	53
Public Seats 4	ye 31/3/10	2799.00		2799.00	4
Public Seats 2	ye 31/3/11	1237.00		1237.00	2
Public Seats 1	ye 31/3/12	651.00		651.00	1
Seats (Cemetery - 4)	13/09/2012	3358.00		3358.00	4
Seat cast iron	25/07/2018	625.00		625.00	1
Signs (7) & Noticeboards (3)		4960.00		4960.00	10
Street sign Friar St	17/12/2015	2130.00		2130.00	1
St Peter's Church Lights	ye 31/3/2009	3367.00		3367.00	
Town Centre Benches (15)	ye 31/3/2009	10603.00		10603.00	15
Town Hall Gates		2000.00		2000.00	1
Town Hall Noticeboards (2)	ye 31/3/2011	1950.00		1950.00	2
Crowd barriers	19/01/2018	1012.40		1012.40	40

154325.77	12186.54	0.00	166512.31
-----------	----------	------	-----------

#### **Street Improvements**

	(Cost C)			
Melford Road	311	20000.00		20000.00
Francis Road	311	31028.00		31028.00
Paving Scheme	311	68000.00		68000.00
Old Mkt Place Improvements	ye 31/3/2008	48789.00		48789.00
Market Hill Improvements	ye 31/3/2009	9000.00		9000.00
		176817.00	0.00	0.00
				176817.00

#### **Community Assets**

Boating Pond	30000.00		30000.00
Gainsborough Statue	29426.00		29426.00
Aelfhun Statue	5000.00		5000.00
St Peter & All Saints Clock	18831.00		18831.00
Gilded Weather Vane	1173.00		1173.00



Beacon at Croft	1173.00	1173.00		
War Memorial	3526.00	3526.00		
Allotment Land	Newton Rd	1.00	1.00	
Glass Sculpture Old Mkt Pl	ye 31/3/2008	9258.00	9258.00	
Drinking Fountain (St Peters)		7894.00	7894.00	
		0.00		
		106282.00	0.00	0.00 106282.00
<b>Civic Regalia</b>				
PAIR OF MACES	60000.00	60000.00	1	60,000
THE GODFREY TANKARD	30000.00	30000.00	1	50,000
PAIR OF VICTORIAN HALLMARKED SILVER CLARET JUG	14000.00	14000.00	2	2,500
ANTIQUE SILVER LIDDED TANKARD - BURKE CUP	3000.00	3000.00	1	4,500
HALLMARKED SILVER VICTORIAN GOBLET CUP	2000.00	2000.00	1	2,300
DESK SEAL (SILVER & IVORY)	1800.00	1800.00	1	2,225
SILVER PLATED DESK INK STAND	1200.00	1200.00	1	1,275
MAYORAL CHAIN OF OFFICE	6000.00	6000.00	1	10,995
DEPUTY MAYOR'S CHAIN OF OFFICE	2500.00	2500.00	1	8,250
MAYOR'S CONSORT CHAIN OF OFFICE	600.00	600.00	1	2,500
ROBES-MAYOR/DEP MAYOR/TOWN CLERK (IN STORE)	1.00	1.00	3	
DESK SEAL (WHITE HANDLE)	1.00	1.00	1	1,650
SILVER GOBLET (WON BY SUDBURY CORPORATION 19	1.00	1.00	1	925
SILVER TROWEL	1.00	1.00	1	845
KEY (USED AT OPENING OF SEWAGE WORKS)	1.00	1.00	1	650
		121105.00	0.00	0.00 121105.00
				148615.00
<b>COUNCIL ARTEFACTS</b>				
Miss K Maude Humphry portrait of Sir George Murray Humpt	5000.00	5000.00	1	4,500
George Washington Brownlow "The Moorhen's Nest"	25000.00	25000.00	1	18,000
Robert Burrows "Cattle watering near peasant farmer with do	12000.00	12000.00	1	8,000
Head and Shoulders portrait of George Andrews	350.00	350.00	1	1,500
Joseph Humphry Self portrait wearing frock coat with cravat	6500.00	6500.00	1	4,500
Medal with head of Thomas Gainsborough	1.00	1.00	1	250
Dr Richard Waring Portrait of Thomas Gainsborough	1.00	1.00	1	300
Charles Henry Midforth Portrait of Viscount Maitland	1.00	1.00	1	400
After Franchesco Bartolozzi Portrait of Thomas Gainsboroug	1.00	1.00	1	150
Arthur Guilyes Pastiche of the Mall showing Schomberg Hou	1.00	1.00	1	200
Richard W Waring after print by George Finden Gainsboroug	1.00	1.00	1	100
Framed documents & watercolours relating to Gainsborough's	4.00	4.00	4	20
		48860.00	0.00	0.00 48860.00
				37920.00
<b>COUNCIL ARTEFACTS on loan to Gainsborough's House</b>				
Thomas Gainsborough Study of Cottages in Undulating Cour	1.00	1.00	1	10,000
Thomas Gainsborough Study of Trees on a Bank	1.00	1.00	1	10,000
Sign Board of John Gainsborough	1.00	1.00	1	2,000
Snuff box tortoiseshell with gold hinges	1.00	1.00	1	2,000
Notebook reputedly owned by Thomas Gainsborough	1.00	1.00	1	5,000
Model of Bedroom at Gainsborough's House	1.00	1.00	1	3,000
Signature and seal of Thomas Gainsborough	1.00	1.00	1	25
The Brewer's Map	1.00	1.00	1	
Print: J Scales "View of St Peter's Church, Sudbury"	1.00	1.00	1	
Print: J Scales "View of St Gregory's Church, Sudbury"	1.00	1.00	1	
Print: J Scales "View of All Saints Church, Sudbury"	1.00	1.00	1	
		11.00	0.00	0.00 11.00
				32025.00
<b>Total Fixed Assets</b>		<b>2937640.38</b>	<b>24857.30</b>	<b>0.00 2962497.68</b>

## Detailed Balance Sheet - Excluding Stock Movement

Month 12 Date 31/03/2020

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
100	Debtors Control	7,093	
105	VAT Control	11,071	
110	Prepaid Expenses	9,890	
141	Stock at TIC 31-3-20	5,311	
142	Colch'Zoo Tickets stock31-3-20	1,355	
145	Accrued Income	2,240	
200	Bank Current Account	125,303	
201	Lloyds TSB Corporate Deposit	354,881	
204	Petty Cash	335	
206	Mayors Allowance Bank Account	2,510	
208	Mayors Caring Account	1,680	
210	Barclays Benevolent Fund	9,008	
211	Bank Fixed Term Deposit	200,000	
<b>Total Current Assets</b>		<b>730,678</b>	
<u>Current Liabilities</u>			
500	Creditors Control	20,465	
510	Accrued Expenses	26,976	
512	Prepaid income	1,666	
520	PAYE/NIC Control	6,334	
522	Pensions Control	123	
525	Deposits Refundable	341	
531	Mayors Allowance Bal 2019-2020	2,492	
535	National Express & Abellio C/A	120	
538	Guided Walks Control account	182	
544	Tourist Information Ctrl Acc.	830	
<b>Total Current Liabilities</b>		<b>59,530</b>	
<b>Net Current Assets</b>		<b>671,147</b>	
<b>Total Assets less Current Liabilities</b>		<b>671,147</b>	
<u>Represented by :-</u>			
301	Current Year Fund	130,210	
310	General Purpose Fund	379,177	
315	Rolling Capital Fund	52,739	
320	EMR Training Costs Fund	250	
321	EMR Services and Acquisitions	95	
322	EMR Mayors Charity Fund	1,680	
323	EMR OAP Christmas party Fund	3,624	
324	EMR Biodiversity/Gainsb' Trail	4,316	
325	EMR BMX Track	4,083	
327	EMR Advertising and Promotion	500	
328	EMR Dog anti-fouling campaign	806	
329	EMR Ground maintenance	9,580	
330	EMR Sudbury Infrastructure	65,157	
331	EMR Staff Social Security	6,044	
350	EMR Mayors Benevolent Fund	9,008	
356	EMR Elections	3,878	
<b>Total Equity</b>		<b>671,147</b>	