



PENRYN

Town Council

FINANCE AND GENERAL PURPOSES COMMITTEE

21 November 2016

Accounts

Author: Helen Perry, Finance Officer

1. Background

The accounts of the Town Council are presented for approval at each meeting of the Finance and General Purposes Committee (attached as Appendices 1 and 2 to the report). A budget monitoring report and bank reconciliation are also attached as Appendices 3 and 4 to the report.

2. Discussion

The accounts show the total assets of the Council are £372,533.92 as at 30 September 2016. Items of expenditure over £500 (excluding salaries) are as follows:

1 September 2016 to 30 September 2016

• Cornwall Council	581.00	Town Hall – Non domestic rates
• Cornwall Council	2110.36	Pensions – September
• HMRC	1633.65	Tax/NI – September
• Churchill Contract Services	787.63	Toilet Cleaning Contract – August 2016
• Churchill Contract Services	787.63	Toilet Cleaning Contract – September 2016
• Hedley’s Solicitors	1814.40	Penryn Library – Solicitor Fee 24/6-23/8
• RTP Chartered Surveyors	2797.38	Professional Fees
• Barclaycard Commercial	981.50	Procurement Card Settlement
• Mrs Lea Parry-Harlow	600.00	Kemeneth Co-ordination
• Mr Graham Marsden	642.00	Kemeneth Co-ordination & licences
• JHA Consulting	709.50	Penryn Library - mezzanine
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The accounts show the total assets of the Council are £348,858.83 as at 31 October 2016. Items of expenditure over £500 (excluding salaries) are as follows:

1 October to 31 October 2016

• Cornwall Council	581.00	Town Hall – Non domestic rates
• Cornwall Council	2110.36	Pensions – October
• HMRC	1645.81	Tax/NI – October
• Cornwall Landscape & Paving	510.00	Watering & taking down of baskets
• Katie Etheridge	550.00	800 Celebrations – Stor{m}y Nights
• Peter Walker Sculptor	4800.00	Son et Lumiere – final payment

• Robbie's Garden Services	2195.40	Various Contracts
• Rachael Jones	800.00	800 Celebrations – Penryn Forever Film
• RTP Chartered Surveyors	1312.80	Plans Preparation – Office Pods
• Cornwall Council	1163.00	Rent – Saracen House 1/10 – 31/12/16
• Falmouth Town Council	1797.12	Weed Spraying
• Grant Thornton	720.00	2015/16 – External Audit Fee
• Churchill Contract Services	787.63	Toilet Cleaning Contract – October 2016
• Suez R & R	3850.00	Third Party Fee Clock Tower Refurbishment
• Michaels Civic Robes	1572.00	Town Clerk Robe
• Stuart Stephen Memorial Hall	2000.00	Community Grant Funding (S19)
• Shelter Cornwall	500.00	Community Grant Funding (S137)

The following are items of note on the budget monitor report not previously reported:

- **Civic Insignia/Regalia (4520 180)** – the Town Clerk's robe has been received, the overspend of £456 is due to the Saracen Award medals (ordered in the previous financial year) being invoiced in the current financial year.
- **Gas Saracen House (4605 210)** – we have been issued with a gas bill (£5868.62) for Saracen House for the period 1/4/15 to 31/3/16 the invoice is currently in dispute.
- **800th Anniversary Celebration** – the 800 budget celebration is currently showing an overspend of £6719, however this figure does not take into consideration the grant funding received (£7,200 Lumiere grant and £500 for the street party)

3. Recommendations

That the list of accounts paid from 1 September to 30 September 2016 and 1 October to 31 October be approved.

4. Appendices

1. Balance Sheet - September
2. Accounts Paid - September
3. Bank Reconciliation – All Accounts September
4. Balance Sheet – October
5. Accounts Paid – October
6. Bank Reconciliation – All Accounts October
7. Budget Monitor Report as at 31 October 2016

Detailed Balance Sheet (Excluding Stock Movement)**Month No: 6 30 September 2016**

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	
<i>Current Assets</i>			
100	Debtors	2,463	
105	VAT Control Account	3,534	
200	Lloyds - Treasurer Account	337,092	
210	Lloyds - Instant Access	31,762	
250	Petty Cash	250	
	Total Current Assets		375,101
<i>Current Liabilities</i>			
500	Creditors	4,032	
560	Receipts in Advance	15,000	
	Total Current Liabilities		19,032
	Net Current Assets		356,069
	Total Assets less Current Liabilities		356,069
<i>Represented By :-</i>			
300	Current Year Fund	182,655	
310	General Reserves	87,229	
320	EMR - Elections	4,000	
321	EMR - Commercial Rd C/Park	6,000	
322	EMR - Glasney Field	2,000	
323	EMR - College Field	2,000	
324	EMR - Library	28,000	
326	EMR - Broad St Pavement Fund	20,000	
327	EMR - Paperless Planning	700	
328	EMR - Seats	1,200	
335	EMR - Rent - Permarin	1,604	
340	EMR - Ext. Decor. Town Hall	17,081	
345	EMR - Town Hall Chamber Decor.	2,600	
356	EMR - Litter Bins	1,000	
	Total Equity		356,069

At : 12:34

Lloyds - Treasurer Account

List of Payments made between 01/09/2016 and 30/09/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2016	Mr Flag Ltd	CARD 01/09	222.60		10 x 20m Black/Yellow Bunting
01/09/2016	Mr Flag Ltd	CARD 01/09	-222.60	Correct - wrong bank	Mr Flag Ltd
01/09/2016	Cornwall Council	DD	1,406.00		Non-Domestic Rates - Sept 16
02/09/2016	KCOM (Eclipse Internet)	DD	43.08		Internet
07/09/2016	IRIS Business Software Ltd	DD	247.20		Iris Payroll - Annual Licence
12/09/2016	S & P Sandwiches Ltd	000551	90.00		Cocktail Pasties - Royal Visit
13/09/2016	British Telecommunications	d.d	112.68		Internet - 1/8 - 31/10
13/09/2016	B & Q (Trade UK)	D.D	29.87		Compost/Bug clear/colour colle
13/09/2016	Churchill Contract Services	D.D.	787.63		Cleaning Contract - Aug 2016
13/09/2016	Hedleys Solicitors	d.d.	1,814.40		Solicitor Fee 24/6 - 23/08/16
13/09/2016	British Gas	DD	13.08		Electric Permarin 19/7-26/8/16
13/09/2016	Complete Office Solutions UK L	Dd	161.15		C/Fold Hand Towels - blue
13/09/2016	Pitney Bowes	dd	40.80		Postage Refill
13/09/2016	RTP Chartered Building Surveyo	DD.	2,797.38		Professional Fees - inv 10851
15/09/2016	British Telecommunications	DD	211.32		Telephone - 01326 373086
16/09/2016	Procurement Card	CARD	981.50		Card Settlement
16/09/2016	Mrs Lea Parry-Harlow	DD	600.00		Inv 1 - Kemeneth Co-ordinator
16/09/2016	Mr Graham S Marsden	DD	642.00		Kemeneth Co-ordination
19/09/2016	W C Rowe	000552	100.28		Refreshments - Royal Visit
19/09/2016	Cornish Coffee Ltd	000553	13.50		Tea Bags
19/09/2016	British Telecommunications	D.D	80.28		Telephone - 01326 373004
19/09/2016	British Telecommunications	D.D.	172.40		Telephone - 01326 372158
20/09/2016	Salary Sept 16	DD	10,481.16		Salary Sept 16
21/09/2016	Worldpay	NAH9AI	228.00		PAYG - Card Payment Machine
21/09/2016	Barrie Philpott & Peter Wheele	000556	24.00		Town Hall - No Electric
21/09/2016	Cormac Solutions Ltd	000558	186.77		Footpath Maint - Sept 2016
21/09/2016	Adam Minett	000554	295.00		80 Lower M S - Repair Grant
21/09/2016	Mark Minett	000555	295.00		82 Lower M S - Repair Grant
21/09/2016	JHA Consulting	000557	709.50		Mezzanine Office Interim Offic
21/09/2016	IRIS Business Software Ltd	D.D	5.04		Payslips - 1/8 to 31/08/2016
21/09/2016	IRIS Business Software Ltd	DD.	11.26		Autoenrolment - 1/8 to 1/8/16
21/09/2016	Cllr C S F Smith	DD	86.40		Mileage
26/09/2016	The Sign Shop Penryn Ltd	DD	144.00		800yr Anniver Plaque - Library
26/09/2016	The Printing Chambers	DD	51.00		Bluebells - sign/tshirts
28/09/2016	British Gas	DD	6.40		Electric Permarin 27/8-14/9/16
30/09/2016	Cory Environmental	dd	45.36		Bin Emptying - 1/9 to 30/9/16
30/09/2016	Petty Cash	000563	82.57		Replenish Petty Cash
30/09/2016	Biffa Waste Services Ltd	000559	22.68		Bin Emptying - 1/10 to 21/10/1
30/09/2016	Churchill Contract Services	000560	787.63		Cleaning Contract - september
30/09/2016	Pitney Bowes	000562	15.54		Rental - Franking 10/09-09/10
Total Payments			23,821.86		

At : 12:36

Petty Cash

List of Payments made between 01/09/2016 and 30/09/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/09/2016	Trago Mills (Falmouth) Ltd	281	11.34		Handle & Weeding Brush
06/09/2016	W H Smith	282	50.00		Book Tokens
08/09/2016	Asda	283	8.00		Mop refills/air fresh/toilet b
12/09/2016	Falmouth Garages	284	13.23		Fuel

Total Payments 82.57

At : 12:36

Procurement Card

List of Payments made between 01/09/2016 and 30/09/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2016	Mr Flag Ltd	CARD 01/09	222.60		Mr Flag Ltd
Total Payments			<u>222.60</u>		

Penryn Town Council

Bank - Cash and Investment Reconciliation as at 30 September 2016

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Lloyds - Treasurer Accounts	340,604.49
2	Lloyds - 30 Day Account	31,762.00
3	Investment Holding Account	0.00
4	Petty Cash	167.43
5	Procurement Card	0.00
		372,533.92
<u>Unpresented Payments</u>		
1	16/06/2016 000492	500.00
1	28/06/2016 000504	200.00
1	10/08/2016 000540	50.00
1	12/09/2016 000551	90.00
1	19/09/2016 000552	100.28
1	19/09/2016 000553	13.50
1	21/09/2016 000556	24.00
1	21/09/2016 000558	186.77
1	21/09/2016 000554	295.00
1	21/09/2016 000555	295.00
1	21/09/2016 000557	709.50
1	30/09/2016 000563	82.57
1	30/09/2016 000559	22.68
1	30/09/2016 000560	787.63
1	30/09/2016 000562	15.54
1	25/02/2016 710691	140.00
		3,512.47
		369,021.45
<u>Receipts not on Bank Statement</u>		
4	30/09/2016	82.57
		82.57
Closing Balance		369,104.02
<u>All Cash & Bank Accounts</u>		
	Lloyds - Treasurer Account	337,092.02
	Lloyds - Instant Access	31,762.00
	Investment Holding Account	0.00
	Petty Cash	250.00
	Procurement Card	0.00
	Other Bank & Cash Balances	0.00
	Total Bank & Cash Balances	369,104.02

Detailed Balance Sheet (Excluding Stock Movement)**Month No: 7 31 October 2016**

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	
<i>Current Assets</i>			
100	Debtors	2,713	
105	VAT Control Account	3,578	
200	Lloyds - Treasurer Account	56,657	
210	Lloyds - Instant Access	31,763	
220	Investment Holding Account	250,000	
250	Petty Cash	250	
260	Procurement Card	-156	
Total Current Assets			344,805
<i>Current Liabilities</i>			
500	Creditors	11,996	
560	Receipts in Advance	15,000	
Total Current Liabilities			26,996
Net Current Assets			317,809
Total Assets less Current Liabilities			317,809
<i>Represented By :-</i>			
300	Current Year Fund	144,395	
310	General Reserves	87,229	
320	EMR - Elections	4,000	
321	EMR - Commercial Rd C/Park	6,000	
322	EMR - Glasney Field	2,000	
323	EMR - College Field	2,000	
324	EMR - Library	28,000	
326	EMR - Broad St Pavement Fund	20,000	
327	EMR - Paperless Planning	700	
328	EMR - Seats	1,200	
335	EMR - Rent - Permarin	1,604	
340	EMR - Ext. Decor. Town Hall	17,081	
345	EMR - Town Hall Chamber Decor.	2,600	
356	EMR - Litter Bins	1,000	
Total Equity			317,809

At : 08:05

Lloyds - Treasurer Account

List of Payments made between 01/10/2016 and 31/10/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/10/2016	Swamp Circus	000565	200.00		Reissued Chq (lost 000504)
03/10/2016	Cornwall Council	DD	1,406.00		NDR - October
05/10/2016	KCOM (Eclipse Internet)	1475262052	43.08		Internet
05/10/2016	Cornwall Landscaping & Paving	Dd	510.00		Watering and take down baskets
05/10/2016	B & Q (Trade UK)	DD	46.76		Plants/Food/Compost
05/10/2016	Pitney Bowes	DD	60.80		Postage Top-up
06/10/2016	Katie Etheridge	dd	550.00		800 - Stor{m}y Nights
07/10/2016	Peter Walker Sculptor	DD	4,800.00		Son et lumiere - final stage
10/10/2016	Crier/Macebearer Fees	DD	300.00		Crier/Macebearer Fees
11/10/2016	Plastic Card Factory (rpay LP)	DD	14.40		ID Badge - Larry Peters Warden
17/10/2016	Robbie's Garden Services Ltd	DD	2,195.40		Annual - Wash/bleach Town sign
17/10/2016	Rachael Jones	DD.	800.00		Penryn Forever - Film
18/10/2016	Investment Holding Account	INV003	250,000.00		Investment 6wk 0.3%
19/10/2016	Worldpay	DD.	3.80		Card Machine Fees
20/10/2016	Pitney Bowes	dd	60.80		Postage Refill
20/10/2016	Pitney Bowes	DD	15.54		Rental - franking 10/10 - 9/11
20/10/2016	RTP Chartered Building Surveyo	dd.	132.80		Plans Preparation Office Pods
20/10/2016	Salary - October 2016	DD	10,569.90		Salary - October 2016
20/10/2016	RTP Chartered Building Surveyo	DD Balance	1,180.00		Plans Preparation Office Pods
21/10/2016	IRIS Business Software Ltd	DD	5.04		Iris Open Payslips - Sept
21/10/2016	IRIS Business Software Ltd	DD.	11.26		Autoenrolment - Sept 16
24/10/2016	Association Independent Museum	DD	47.00		Membership Fee
24/10/2016	Pitney Bowes	dd 24/10	60.80		Purchase Ledger Payment
26/10/2016	W T Flockhart Plumbing & Elect	DD	140.00		Town Hall - Boiler Service
27/10/2016	Pitney Bowes	DD	7.01		Postage
27/10/2016	Pitney Bowes	dd 27/10	15.54		Purchase Ledger Payment
28/10/2016	Cornwall Council	D.D	1,163.00		Rent - 1/10/16 to 31/12/16
28/10/2016	Complete Office Solutions UK L	DD	82.58		Combi Clip Badges
28/10/2016	British Gas	DD	9.91		electric - 15/9 to 13/10/16
31/10/2016	Cormac Solutions Ltd	D.D.	186.77		Memorial Garden Maint - Oct 16
31/10/2016	Falmouth Town Council	DD	1,797.12		Weed Spraying 2016
31/10/2016	Grant Thornton UK LLP	DD.	720.00		Audit Fee 2015/16 Return
31/10/2016	Mr Mark Snowdon	000566	297.35		Mayors Expenses Sept/Oct 16
31/10/2016	Churchill Contract Services	000567	787.63		Cleaning Contract - October 16
31/10/2016	Cornwall Council	000568	44.00		Road Closure Fee
31/10/2016	Suez R & R	000569	3,850.00		Third party contribution
31/10/2016	Complete Office Solutions UK L	000570	250.62		Various Stationery
31/10/2016	Michaels Civic Robes	000571	1,572.00		Town Clerk Robe
31/10/2016	St John Ambulance	000572	110.40		Son et lumiere First Aid Cover
31/10/2016	Stuart Stephen Memorial Hall T	000573	2,000.00	S19 LGA Misc Provisions	Grant Funding - SSMHT
31/10/2016	Shelter Cornwall	000574	500.00	S137 LGA	Grant Funding - Shelter Cornwa
31/10/2016	Mr Peter Bodle	000575	40.00		Training Course - museum
31/10/2016	Penryn Convenience Store	000576	385.37		Canteen - various
31/10/2016	Petty Cash	000577	81.87		Replenish Petty Cash
Total Payments			287,054.55		

At : 08:06

Petty Cash

List of Payments made between 01/10/2016 and 31/10/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/10/2016	Nemo's	285	47.90		Marshalls Refreshment Mock May
18/10/2016	Post Office Ltd	286	13.97		Postage Stamps
25/10/2016	E Waters	287	20.00		White Umbrellas (weddings)
Total Payments			<u>81.87</u>		

At : 08:08

Procurement Card

List of Payments made between 01/10/2016 and 31/10/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/10/2016	Baileys Country Store	CARD 31/10	156.00		Galvanised Met Posts
Total Payments			<u>156.00</u>		

Penryn Town Council

Bank - Cash and Investment Reconciliation as at 31 October 2016

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Lloyds - Treasurer Accounts	67,083.35
2	Lloyds - 30 Day Account	31,763.35
3	Investment Holding Account	250,000.00
4	Petty Cash	168.13
5	Procurement Card	-156.00
		348,858.83
<u>Unpresented Payments</u>		
1	10/08/2016 000540	50.00
1	30/09/2016 000559	22.68
1	30/09/2016 000561	12.00
1	30/09/2016 000564	122.88
1	03/10/2016 000565	200.00
1	31/10/2016 000566	297.35
1	31/10/2016 000567	787.63
1	31/10/2016 000568	44.00
1	31/10/2016 000569	3,850.00
1	31/10/2016 000570	250.62
1	31/10/2016 000571	1,572.00
1	31/10/2016 000572	110.40
1	31/10/2016 000573	2,000.00
1	31/10/2016 000574	500.00
1	31/10/2016 000575	40.00
1	31/10/2016 000576	385.37
1	31/10/2016 000577	81.87
1	25/02/2016 710691	140.00
		10,466.80
		338,392.03
<u>Receipts not on Bank Statement</u>		
1	31/10/2016	40.00
4	31/10/2016	81.87
		121.87
Closing Balance		338,513.90
<u>All Cash & Bank Accounts</u>		
	Lloyds - Treasurer Account	56,656.55
	Lloyds - Instant Access	31,763.35
	Investment Holding Account	250,000.00
	Petty Cash	250.00
	Procurement Card	-156.00
	Other Bank & Cash Balances	0.00
	Total Bank & Cash Balances	338,513.90

Month No : 7

Budget Report up to 31 October 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
Full Council								
100 Administration								
4000	Salaries - Administration	4,918	34,577	59,607	25,030	25,030	58.0 %	
4001	Salaries - Caretakers	1,798	12,500	20,407	7,907	7,907	61.3 %	
4010	Tax/NI - Administration	1,465	10,278	17,759	7,481	7,481	57.9 %	
4011	Tax/NI - Caretakers	181	1,248	1,916	668	668	65.2 %	
4020	Pensions - Employees	459	3,210	5,048	1,838	1,838	63.6 %	
4021	Pensions - Employers	1,427	9,988	18,389	8,401	8,401	54.3 %	
4022	Pensions - ADC	225	1,575	2,700	1,125	1,125	58.3 %	
4030	Mileage	97	521	650	129	129	80.1 %	
4031	Travel	0	34	75	41	41	45.7 %	
4035	Staff Clothing	0	0	500	500	500	0.0 %	
4050	Training	30	385	1,500	1,115	1,115	25.7 %	
4055	Bank Charges	4	4	50	46	46	7.6 %	
4060	Postage	151	638	1,200	562	562	53.1 %	
4065	Photocopier Lease	266	1,051	1,350	299	299	77.8 %	
4070	Printing	13	381	750	369	369	50.8 %	
4075	Advertising	0	75	300	225	225	25.0 %	
4080	Stationery	23	312	670	358	358	46.5 %	
4085	Telephone/Fax/Internet	36	1,142	1,610	468	468	70.9 %	
4090	Consultancy & Audit	600	95	1,450	1,355	1,355	6.6 %	
4100	Office - Other	216	905	950	45	0	45	95.3 %
4105	Computer Related	0	877	1,380	503	503	63.5 %	
4110	Subscriptions	0	1,736	1,770	34	34	98.1 %	
4115	Insurance	0	7,215	8,080	865	865	89.3 %	
4120	Canteen	431	691	780	89	89	88.5 %	
	Administration :- Expenditure	12,340	89,437	148,891	59,454	0	59,454	60.1 %
	Net Expenditure over Income	12,340	89,437	148,891	59,454			
110 Amenities								
4180	Bus Shelter - Repairs & Maint.	0	180	530	350	350	34.0 %	
4185	Footpath Maint	93	654	1,240	586	374	213	82.8 %
4190	Seats Maint.	0	0	490	490	490	0.0 %	
4195	Treluswell Verge	0	535	825	290	290	64.8 %	
4200	Packsaddle Verge	0	389	570	181	181	68.2 %	
4205	Other General Maint.	0	70	1,420	1,350	465	885	37.7 %
4210	Quay Hill Shelter	0	315	1,800	1,485	1,485	17.5 %	
4215	Doorstep Green/Glasney	0	1,174	2,220	1,046	1,046	52.9 %	
4225	Memorial Gardens Maint.	375	1,329	2,620	1,291	206	1,085	58.6 %

Month No : 7

Budget Report up to 31 October 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4230 Floral Displays/Penryn Pride	0	1,794	2,630	836	857	-20	100.8 %
4235 Litter Bin Maintenance	0	0	1,050	1,050		1,050	0.0 %
4240 Weed Clearing	1,498	1,498	2,130	632		632	70.3 %
4900 Miscellaneous Expenditure	0	20	0	-20		-20	0.0 %
Amenities :- Expenditure	1,966	7,957	17,525	9,568	1,901	7,667	56.3 %
1000 Footpath Maintenance Income	0	225	225	0			100.0 %
Amenities :- Income	0	225	225	0			100.0 %
Net Expenditure over Income	1,966	7,732	17,300	9,568			
120 Cemetery							
4250 Non-Domestic Rates	63	440	640	200		200	68.8 %
4255 Burial Ground Maint.	25	1,703	4,680	2,977	1,500	1,477	68.4 %
Cemetery :- Expenditure	88	2,143	5,320	3,177	1,500	1,677	68.5 %
1050 Burial Income	0	1,450	2,000	-550			72.5 %
1055 Exclusive Right Burial Income	0	1,150	0	1,150			0.0 %
1060 Memorials Income	0	535	500	35			107.0 %
1070 Plot Reservations	0	100	0	100			0.0 %
Cemetery :- Income	0	3,235	2,500	735			129.4 %
Net Expenditure over Income	88	-1,092	2,820	3,912			
130 Capital Expenditure							
4300 Office Equipment	0	190	500	310		310	38.0 %
4305 Furniture & Fittings	0	0	500	500		500	0.0 %
4310 Bus Shelters	0	0	3,000	3,000		3,000	0.0 %
4315 Seats	0	117	600	483		483	19.4 %
4320 Town Signs	0	1,904	2,500	596		596	76.2 %
4340 Christmas Light Displays	610	610	0	-610		-610	0.0 %
Capital Expenditure :- Expenditure	610	2,820	7,100	4,280	0	4,280	39.7 %
Net Expenditure over Income	610	2,820	7,100	4,280			
140 Car Parks							
4250 Non-Domestic Rates	242	1,694	2,450	756		756	69.1 %
4380 Permarin - Lease/Rent	0	4,870	6,650	1,781		1,781	73.2 %
4390 Permarin - Maint.	0	338	1,500	1,162	346	816	45.6 %
4395 Shute Meadow Maint.	0	105	175	70		70	60.0 %
Car Parks :- Expenditure	242	7,007	10,775	3,768	346	3,423	68.2 %
Net Expenditure over Income	242	7,007	10,775	3,768			

Month No : 7

Budget Report up to 31 October 2016

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
150	Civic							
4430	Civic - General	292	759	1,000	241		241	75.9 %
4435	Mayor's Allowance	293	2,030	2,750	720		720	73.8 %
4440	Civic Insignia/Regalia	1,310	2,166	1,710	-456		-456	126.7 %
	Civic :- Expenditure	1,895	4,955	5,460	505	0	505	90.8 %
	Net Expenditure over Income	1,895	4,955	5,460	505			
160	Grants							
4480	Grants - Community	3,900	5,400	7,000	1,600		1,600	77.1 %
4490	Minor Repairs Grants	0	890	1,195	305		305	74.5 %
	Grants :- Expenditure	3,900	6,290	8,195	1,905	0	1,905	76.8 %
	Net Expenditure over Income	3,900	6,290	8,195	1,905			
170	Income							
1076	Precept Received	0	287,129	287,129	0			100.0 %
1090	Interest Received	1	202	350	-148			57.7 %
1100	Grants Received	600	22,202	3,000	19,202			740.1 %
1110	Council Tax Support	0	22,310	22,309	1			100.0 %
1150	Other Income	0	580	0	580			0.0 %
	Income :- Income	601	332,423	312,788	19,635			106.3 %
	Net Expenditure over Income	-601	-332,423	-312,788	19,635			
180	Other Services							
4520	C.C.T.V.	0	2,386	6,000	3,614		3,614	39.8 %
4521	Youth Service	0	6,750	6,750	0		0	100.0 %
	Other Services :- Expenditure	0	9,136	12,750	3,614	0	3,614	71.7 %
	Net Expenditure over Income	0	9,136	12,750	3,614			
190	Projects & Events							
4560	Penryn Week Expenditure	0	1,798	2,500	702		702	71.9 %
4561	Penryn Town Fair	104	129	1,500	1,371		1,371	8.6 %
4563	Penryn Christmas Lights	315	356	1,500	1,144		1,144	23.8 %
4564	Remembrance Sunday	0	0	250	250		250	0.0 %
4565	Memorial Garden Power Supply	0	0	1,500	1,500		1,500	0.0 %
4566	Neighbourhood Plan	0	0	7,000	7,000		7,000	0.0 %
4567	800th Anniversary Celebration	5,054	21,719	15,000	-6,719		-6,719	144.8 %
4575	Penryn Commemorates Project	0	512	1,270	759		759	40.3 %

Month No : 7

Budget Report up to 31 October 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4580 Council Chamber Refurbishment	0	2,307	0	-2,307		-2,307	0.0 %
4581 Clock Tower Refurbishment	3,850	6,181	46,000	39,819		39,819	13.4 %
4582 Permarin Pocket Park	0	1,679	0	-1,679		-1,679	0.0 %
4900 Miscellaneous Expenditure	12	12	200	188		188	6.0 %
Projects & Events :- Expenditure	9,335	34,692	76,720	42,028	0	42,028	45.2 %
1200 Events Income	1,068	1,832	700	1,132			261.7 %
Projects & Events :- Income	1,068	1,832	700	1,132			261.7 %
Net Expenditure over Income	8,267	32,860	76,020	43,160			
200 Public Conveniences							
4250 Non-Domestic Rates	68	474	690	216		216	68.6 %
4600 Water	0	502	550	48		48	91.3 %
4610 Electricity	9	72	260	188		188	27.7 %
4615 Repairs & Maintenance	51	60	1,000	940		940	6.0 %
4620 Annual Contracts	656	4,595	3,800	-795		-795	120.9 %
4650 Consumables	0	-500	330	830		830	-151.5 %
Public Conveniences :- Expenditure	785	5,203	6,630	1,427	0	1,427	78.5 %
Net Expenditure over Income	785	5,203	6,630	1,427			
210 Saracen House							
4250 Non-Domestic Rates	220	1,542	2,230	688		688	69.2 %
4600 Water	0	111	500	389		389	22.1 %
4605 Gas	5,869	5,869	0	-5,869		-5,869	0.0 %
4610 Electricity	0	328	1,170	842		842	28.0 %
4615 Repairs & Maintenance	385	395	1,000	605		605	39.5 %
4620 Annual Contracts	0	264	280	16		16	94.4 %
4670 Rent	1,163	3,489	12,000	8,511		8,511	29.1 %
4900 Miscellaneous Expenditure	0	0	200	200		200	0.0 %
Saracen House :- Expenditure	7,636	11,997	17,380	5,383	0	5,383	69.0 %
Net Expenditure over Income	7,636	11,997	17,380	5,383			
220 Temperance Hall							
4250 Non-Domestic Rates	232	1,627	2,350	723		723	69.2 %
4600 Water	0	111	370	259		259	29.9 %
4605 Gas	-25	436	3,230	2,794		2,794	13.5 %
4610 Electricity	0	399	1,260	861		861	31.7 %
4615 Repairs & Maintenance	51	201	1,000	799		799	20.1 %

Month No : 7

Budget Report up to 31 October 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4620 Annual Contracts	58	281	240	-41		-41	117.1 %
4900 Miscellaneous Expenditure	0	20	200	180		180	10.0 %
Temperance Hall :- Expenditure	316	3,074	8,650	5,576	0	5,576	35.5 %
1300 Temperance Hall Hire Income	1,053	4,413	5,450	-1,038			81.0 %
Temperance Hall :- Income	1,053	4,413	5,450	-1,038			81.0 %
Net Expenditure over Income	-736	-1,339	3,200	4,539			
230 Town Hall							
4250 Non-Domestic Rates	581	4,065	5,870	1,805		1,805	69.3 %
4600 Water	0	58	220	162		162	26.4 %
4605 Gas	0	460	1,280	820		820	35.9 %
4610 Electricity	0	522	1,130	608		608	46.2 %
4615 Repairs & Maintenance	0	1,828	1,000	-828		-828	182.8 %
4620 Annual Contracts	58	490	780	290		290	62.8 %
4700 Museum Expenditure	87	260	1,000	740		740	26.0 %
4701 Wedding Licence Fee (3 yrly)	0	1,210	0	-1,210		-1,210	0.0 %
4900 Miscellaneous Expenditure	40	60	200	140		140	30.0 %
Town Hall :- Expenditure	766	8,952	11,480	2,528	0	2,528	78.0 %
1350 Town Hall Hire Income	225	7,028	4,910	2,118			143.1 %
1351 Town Crier Wedding Income	0	50	0	50			0.0 %
1360 Museum Donations	70	150	100	50			150.5 %
Town Hall :- Income	295	7,228	5,010	2,218			144.3 %
Net Expenditure over Income	472	1,724	6,470	4,746			
240 Penryn Library							
4091 Professional Fees	2,869	10,699	0	-10,699		-10,699	0.0 %
4900 Miscellaneous Expenditure	0	120	0	-120		-120	0.0 %
Penryn Library :- Expenditure	2,869	10,819	0	-10,819	0	-10,819	
Net Expenditure over Income	2,869	10,819	0	-10,819			
250 Health & Safety							
4620 Annual Contracts	0	346	363	17		17	95.2 %
4625 Annual Inspections	0	133	545	412		412	24.4 %
4900 Miscellaneous Expenditure	0	0	100	100		100	0.0 %
Health & Safety :- Expenditure	0	479	1,008	529	0	529	47.5 %
Net Expenditure over Income	0	479	1,008	529			
Full Council :- Expenditure	42,749	204,961	337,884	132,923			61.8 %
Income	3,017	349,355	326,673	22,682			106.9 %
Net Expenditure over Income	39,732	-144,395	11,211	155,606			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<u>Earmarked Reserves</u>								
900	<u>Earmarked Reserves</u>							
9000	EMR - Elections	0	0	4,000	4,000	4,000	0.0 %	
9020	EMR - Rent Permarin	0	0	1,604	1,604	1,604	0.0 %	
9025	EMR - Ext. Decor. Town Hall	0	0	17,081	17,081	17,081	0.0 %	
9030	EMR - Town Hall Chamber Decor.	0	0	2,600	2,600	2,600	0.0 %	
9036	EMR - Paperless Planning	0	0	700	700	700	0.0 %	
9037	EMR - Seats	0	0	1,200	1,200	1,200	0.0 %	
9041	EMR - Litter Bins	0	0	1,000	1,000	1,000	0.0 %	
9043	EMR - Commercial Road Car Park	0	0	6,000	6,000	6,000	0.0 %	
9044	EMR - Glasney Playing Field	0	0	2,000	2,000	2,000	0.0 %	
9045	EMR - Penryn Library	0	0	28,000	28,000	28,000	0.0 %	
9046	EMR - Broad Street Pavements	0	0	20,000	20,000	20,000	0.0 %	
9048	EMR - College Field	0	0	2,000	2,000	2,000	0.0 %	
	Earmarked Reserves :- Expenditure	0	0	86,185	86,185	0	86,185	0.0 %
	Net Expenditure over Income	0	0	86,185	86,185			
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	Earmarked Reserves :- Expenditure	0	0	86,185	86,185		0.0 %	
	Income	0	0	0	0		0.0 %	
	Net Expenditure over Income	0	0	86,185	86,185			