

PADSTOW TOWN COUNCIL

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9 March 2021

TO: FINANCE AND GENERAL PURPOSES COMMITTEE

Councillors R Higman (Chairman), R Buscombe, M Evans, A P Flide,
K Freeman, M Rickard, Mrs T Walter and C Watson-Smyth.

Dear Member

All Members of the Committee are hereby summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE to be held remotely* on Tuesday 16 March 2021 at 6.30pm**, for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

Kathy Pemberton

Kathy Pemberton
Town Clerk

Please note start time for this meeting

**Due to the current regulations in response to COVID-19 this will be a virtual meeting. If you wish to view the meeting or speak in the public participation section [NB: this is only on agenda items], please contact the Town Clerk by email to enquiries@padstow-tc.gov.uk or by phone on 01841 532 296, so you may leave a message and be contacted by a member of our team*

Agenda

Press & Public are invited to attend

- 1.** To receive **apologies for absence**
- 2.** **To receive announcements (if any):** For information only
- 3.** To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
- 4. Public Participation:** to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
- 5. To agree the minutes** of the meeting held on **Tuesday 18 February 2020.**

- 6. Budget-v-Actual Overview:** To receive an update to note for information.
- 7. Earmarked Reserves:** To give consideration to any Earmarked Reserves to be defined within the 2021-22 Budget for recommendation to Full Council.
- 8. Finance Reports:** To review and consider updating Finance Reports which go to Full Council each month.
- 9. Budget 2021-22:** To review the Interim Budget 2021-22 and make suggestions for any possible changes for recommendation to Full Council.
- 10. Date of next meeting:** To be confirmed

PADSTOW TOWN COUNCIL

**Minutes of the Finance and General Purposes Committee meeting held on
Tuesday 18 February 2020 at 7.00 pm in the Council Office, Station
House, Station Road, Padstow**

Present: Councillors C Watson-Smyth (Chairman for the meeting), M Evans, K Freeman, M Rickard and Mrs T Walter.

In Attendance: Mrs N Barnes (Responsible Financial Officer), Mrs S Daly (Minute taker) and 16 members of the public.

FGP2019/21 **Apologies:** were received from Councillors R Higman, R Buscombe and A Flide. In the absence of the Chairman, Councillor C Watson-Smyth was appointed Chairman for the meeting.

FGP2019/22 **Announcements:** There were no announcements.

FGP2019/23 **Declarations of Interest:** Councillors declared interests under agenda item 7) Grants 2020/21, as follows:

- Councillor M Evans: Padstow Sea Cadets
- Councillor K Freeman: Padstow Sailing Club and Royal British Legion – Padstow
- Councillor M Rickard: Padstow & District Sea Angling Club

FGP2019/24 **Public Participation:** Members of the public spoke in support of the Royal British Legion Padstow, Trevone WI, St Saviour's Church Trevone, Padstow Rowing Club, Padstow Lions, Nadelik Lowen, Trevisker Community Meadow, Trevone Village Hall, Cornwall Air Ambulance and Padstow Senior Citizens.

A Royal British Legion representative spoke regarding the garden of remembrance at Padstow Church and how it needs tidying up. The Committee would like a grant to turn it into a low-maintenance garden with roses, paving etc. Plans of the proposed garden were given to the Committee.

The President of Trevone Women's Institute said that they would welcome a grant to replace the kitchen door and lighting.

A Churchwarden from St Saviour's Church, Trevone advised that the church has limited storage and they would like a grant for a shed to store toys etc.

A Padstow Rowing Club representative said that their membership is increasing and they have more rowers than spaces on the gigs. The gig was built in the 80's and it's too heavy for the juniors, so they would like to get a new gig which costs £28,000, they have raised £10,000 up to date.

A Padstow Lions' representative requested a grant for the Cornwall Council car park fee for the carnival, which would be £700-£1000. He also spoke in support of Nadelik Lowen and said that they had received lovely feedback regarding last year's event. They would like a grant for fairground rides, insurance etc.

A Trevisker Community Meadow representative advised that they have 4 acres by Trevisker Garden Centre, that they would like to turn into a wildflower meadow to help bees and butterflies. They would like a grant for wildflower seeds.

The Chair of Trevone Village Hall advised that the hall belongs to the village, with trustees looking after the building. Everyone is welcome. They need funds for a new rear hall and need to raise £190,000, having raised £60,000 so far. They would appreciate any amount.

A Cornwall Air Ambulance representative said that they now have a new helicopter and would now like to extend the flying hours and the team. In 2019 the Air Ambulance undertook 34 missions to Padstow.

A Padstow Senior Citizens representative thanked the Council for donations in the past and would be grateful for a grant towards general running costs.

FGP2019/25 **Minutes Tuesday 19 November 2019: RESOLVED** that the minutes of the meeting held on Tuesday 19 November 2019 were a true record of the meeting and they were signed by the chair.

FGP2019/26 **Budget Summary and Budget to Actual Variance report 2019/20:** The report was noted for information.

FGP2019/27 **Grants 2020/21:** It was **RESOLVED** that grants be released as per Council's Policy, unless otherwise outlined by the Committee and that the following grants for 2020/21 be offered:

a) Local Government Act – Misc. Provisions Act s19

i) Padstow & District Flower Club £100

Councillor K Freeman left the meeting for this item.

ii) Padstow Sailing Club £300

Councillor Freeman returned to the meeting.

Councillor M Evans left the meeting for these items.

iii) Padstow Sea Cadets a £2150

iv) Padstow Sea Cadets b £200

Councillor M Evans returned to the meeting.

v) Padstow Preschool £350

vi) Padstow Guides £350

vii) Padstow School PTFA £750

viii) Padstow & District Lions Club a – Carnival £700

ix)	The Carers' Club	£150
x)	Nadelik Lowen	£1000
xi)	Padstow Rowing Club	£400
xii)	St Petroc's Church	£350
xiii)	iSight Cornwall	£100
xiv)	Trevone Women's Institute	£350
xv)	Padstow Old'n Goldies	£100
xvi)	Padstow Kernow Players a	£800
xvii)	Padstow Kernow Players b Cinema Club	£150
xviii)	Padstow Museum	£200
xix)	St Petroc's Senior Citizen's Club	£300
xx)	St Saviour's Church, Trevone	£300
xxi)	St Eval Community Action Forum	0
xxii)	Padstow United Football Club	£500
xxiii)	Padstow United Youth Football Club	£500
	Councillor M Rickard left the meeting for this item.	
xxiv)	Padstow & District Sea Angling Association	£200
	Councillor M Rickard returned to the meeting.	
xxv)	Trevisker Community Meadow CIC	£200

b) LGA 1972 s 144 Tourism

Padstow Christmas Lights Committee	£5300
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c) Local Government and Rating Act 1997 s26-29

Padstow & District Community Transport	£1500
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d) LGA 1972 s137

i)	Trevone War Memorial Village Hall	£5500
ii)	Crafternoonies	£100
	Councillor K Freeman left the meeting for this item.	
iii)	Royal British Legion – Padstow	£900
	Councillor K Freeman returned to the meeting.	
iv)	Cornwall Air Ambulance Trust	£500
v)	Trevone & Padstow Responders	£500
vi)	St John's Methodist Church	£200

FGP2019/28

Date of Next Meeting: To be confirmed.

Meeting closed at 8.02 pm.

FGP 16.3.21 Agenda item 6

Budget to Actual Variance Report 2020-21 1.4.20 – 28.2.21

Overview

Total income from 1.4.20 – 28.2.21 is £919,352 compared with the budget of £727,602. The Accounts are prepared on an Income and Expenditure basis rather than a Receipts and Payments basis, so some of the Income may not have been received yet eg. rent.

Total revenue expenditure from 1.4.20– 28.2.21 is £499,056 compared with the budget of £644,196. Capital/project expenditure is £56,598 and the budget is £266,750.

The Covid-19 pandemic has had a significant impact on the Council's Accounts, mainly due to the loss of car park income and delay in receiving rental income. The Council agreed in June 2020 not to undertake any new major capital projects in the current Financial Year and to reduce revenue expenditure where possible.

Explanations for significant variances are detailed below:

Income

Central Services

Central Services Income is £271,693 more than the Budget. The Council received a grant from Cornwall Council to deal with the effects of the Covid pandemic and to help with reserves, which makes up most of the variance. The remaining amount is CC S106 money for the skate park, furlough receipts, NDP grant and money for a damaged bollard.

Highways, Roads & Transport

HRT income is £104,341 less than the Budget due to the Covid-19 pandemic and subsequent lockdown from April – June 2020 and January – March 2021.

Investment Properties

Investment Properties income is £18,819 more than the Budget because leeway charges are more than anticipated.

Expenses:

HRT Railway car park

HRT Railway car park expenses are £11,493 less than the Budget because staff and cash collections costs are less than anticipated.

Environment – Toilets

Environment toilets costs are £25,344 less than the Budget because the toilets were closed from April – June resulting in lower water consumption, maintenance contract costs and consumables expenses.

Leisure Open Spaces

Leisure Open Spaces costs are £84,637 less than the Budget because staff costs are less than expected, three staff left over the last year and those positions were not replaced to minimise expenditure due to a reduced income. This also applies over the various cost centres: Environment Toilets and the Cemetery. Time is allocated from the timesheets each month to the various cost centres.

Investment Properties

Investment Properties expenses are £12,404 more than the Budget because the insurance invoice has been input on to Sage and a prepayment will be done at the Financial Year End.

Administration

Administration expenses are £21,423 less than the Budget because staff costs are less and a general decrease in office expenses.

Capital/projects expenses

Capital/projects costs are £210,152 less than the budget because all projects not already in progress were put on hold to reduce expenditure.

Prior Year Report

Overview

Total income from 1.4.20 – 28.2.21 is £919,352 compared with £826,145 for the same period last year.

Central income is £268,886 more than last year due to the Cornwall Council grant and s106 money.

HRT income is £131,391 less than last year due to the reduction in car park income following the April-June lockdown.

Investment Properties income is £34,563 less than last year as back rent was invoiced last year, following rent reviews.

Total revenue expenditure from 1.4.20 – 28.2.21 is £499,056 compared with £617,844 for the same period last year.

HRT Railway expenses are £12,308 less than the prior year because staff and cash collections are less due to the lockdowns.

Environment Cemetery expenses are £10,198 less because staff costs and equipment service and repair costs are less.

Environment toilets expenses are £22,718 less than last year due to reduced water and consumable costs during the lockdown April-June and North Quay and Cory toilets not opening due to refurbishment and concerns over social distancing at those sites.

LTOS expenses are £49,175 less than the prior year because staff costs are less and equipment, furniture & materials costs are reduced.

Investment expenses are £6799 less than last year because last year included the surveyor's fees for rent reviews and other legal fees.

Administration expenses are £12,667 less due to one less member of staff in the office.

Other operating expenses (capital and project expenditure) are £56,598 this year and £254,063 last year.

FGP 16.3.21 Agenda item 6
Budget Report

	Year to Date			Prior Year		
	1.4.20 -	1.4.20 -	1.4.19 -	1.4.20 -	1.4.19 -	28.2.20
	Actual	Budget	Variance	Actual	Actual	Variance
	£	£	£	£	£	£
Income						
Central Services	272151	458	271693	272151	3265	268886
Highways, Roads & Transport	374576	478917	-104341	374576	505967	-131391
Environment	7745	5527	2218	7745	13854	-6109
Leisure	7632	4000	3632	7632	8435	-803
Investment Properties	257152	238333	18819	257152	291715	-34563
Other Operating Income (int recvd)	96	367	-271	96	2909	-2813
	919352	727602	191750	919352	826145	93207
Operating Expenses						
Democratic Core	281	2125	-1844	281	3754	-3473
Corporate Services	39527	37450	2077	39527	33576	5951
Central Services - grants	24300	25000	-700	24300	25000	-700
HRT Railway Car Park	75290	86783	-11493	75290	87598	-12308
HRT Lawn Car Park	20521	23421	-2900	20521	24739	-4218
Environment Cemetery	10445	18517	-8072	10445	20643	-10198
Environment Toilets	31398	56742	-25344	31398	54116	-22718
Leisure Sport & Recreation	0	1833	-1833	0	1269	-1269
Leisure Tourism	0	1375	-1375	0	1214	-1214
Leisure Open Spaces	80218	164855	-84637	80218	129393	-49175
Investment Properties	43387	30983	12404	43387	50186	-6799
Administration	173689	195112	-21423	173689	186356	-12667
	499056	644196	-145140	499056	617844	-118788
Other Operating Expenses (Capital/Project items)	56598	266750	-210152	56598	254063	-197465
Net Profit/(Loss)	£363,698	-£183,344	£547,042	£363,698	-£45,762	£409,460

FGP meeting 16.3.21 Agenda item 7

Earmarked Reserves

As the Committee will be aware all the Earmarked Reserves were moved to the General Fund last year to fund expenditure, following the start of the Covid-19 pandemic, as an emergency measure due to virtually no income.

JPAG Guidance recommends that 3 – 12 months' expenditure is held in the General Fund. Due to the reliance of the Council on unguaranteed income, it is recommended to hold a minimum of 12 months' expenditure in the General Fund (c£620k).

The proceeds of the sale of the old office at Treceus (£193,860) had to be used for a capital project and were reinvested into the Lawn car park refurbishment.

The Neighbourhood Development Plan Group requested a £5k Earmarked Reserve to complete the NDP and this was agreed on 26.1.21.

Cornwall Council awarded a grant to the Council to help with the effects of the pandemic and to help maintain reserves.

The Council currently has c£800k in the bank, if the transfers to the Earmarked Reserves are agreed as outlined in this report, this would leave c£620k in the General Fund, which is approximately 12 months' expenditure and complies with the JPAG Guidance.

It would be advisable to have a Properties and Grounds Maintenance Earmarked Reserve to deal with unexpected events such as rock slips or repairs to PTC properties. The sum recommended below is based on previous examples of these sort of repairs.

The vehicles and larger items of machinery, such as ride on mowers, need updating regularly and it would be prudent to have an Earmarked Reserve for these items.

The RFO consulted with the Chair of Finance and Town Clerk in this matter.

RECOMMENDS to Council that the following Earmarked Reserves are held:

Property and Grounds maintenance	£150k
Vehicle and machinery replacement	£25k

FGP Meeting 16.3.21 Agenda item 8

Finance Reports

The RFO has been reviewing the finance information that is reported monthly to Full Council meetings. It was considered a prudent time to undertake this review as it has been a while since this was undertaken.

The Council is only required to see the payment schedules and budget monitoring reports; bank reconciliations are signed off monthly by the Chair of Finance or Town Clerk and can be reported that this has been done and all correct. The car park takings summary is included with the Finance Report, as well as being reported to Highways, Roads and Transport Committee. Whilst we are still in an uncertain time it's considered helpful to continue to report regularly on car park income however, once things are more back to normal it's considered that the relevant Committee only should be updated.

Padstow Town Council has a lot more detailed financial data in the public domain than the majority of other Councils in Cornwall and, whilst wishing to be transparent with public funds, also needs to be mindful of security, particularly with increasing cybercrime. PTC's insurance advisor has said the biggest risk was from cybercrime rather than burglary.

Considering the above and wishing to be more in line with other Councils, the RFO has reviewed the template report as per Appendix 1. These reports outline the Council's financial position clearly, income will outline all income to-date, against the budget as well as the expenditure to-date. Committee's views are welcomed.

The RFO consulted with the Chair of Finance and Town Clerk regarding this report.

Recommendation

The RFO recommends that the template report, as detailed in Appendix 1 be used when for the monthly Finance reports to Full Council.

FINANCE REPORT

Appendix 1

Budget Report for the period 1.4.20 - 28.2.21			
	Actual	Budget	Budget 1.4.20-31.3.21
Revenue Income	919,352	727,603	747,470
Revenue Expenditure	499,056	644,196	699,930
Capital/project expenditure	56,598	266,750	291,000

Please note that the Accounts are prepared on an Income and Expenditure basis, not a Receipts and Payments basis (as required by the regulations). This means that sales invoices are included on Sage as they are invoiced but the amounts may not have been received.

Debtors outstanding for more than 3 months:

None

Creditors outstanding for more than 3 months:

None

Bank reconciliations have been performed regularly and signed monthly as correct by the Chair of the Finance or Town Clerk.

FGP 16.3.21 Agenda item 9

Budget 2021-22 review

As Committee will be aware the Council set an Interim Budget 2021-22 in November 2020. This is the usual timing of our budget considerations, which are driven by the timetable set by Cornwall Council to determine the Council precept. At that time the future was looking very uncertain and it was difficult to estimate income and expenditure for the following 18 months. The Interim Budget 2021-22 (1.4.21-31.3.22), approved by Full Council, was a very conservative one and did not include Grants or Capital expenditure, so that expenditure could be minimised, and a precept not set. Furthermore, Committee will recall at that time the Business Plan was agreed which detailed that no major capital projects take place in 2021-22. This was agreed unanimously, moving projects on a year due to the impact of the pandemic.

As detailed in the November 2020 report to Council it was considered prudent to review the finances again, this was suggested for September after the summer season, when it was hoped more income would have been received, but Council agreed this be undertaken by the FGP Committee in March. Whilst we cannot be certain, the outlook is brighter than this time last year, with vaccine rollouts in progress. The Government Plan out of lockdown is anticipating, but not set in stone, that most restrictions will be lifted by June 2021. However, there must still be some trepidation as furlough has been extended to September 2021. Our road out will be determined by the Pandemic, which is why caution should still be maintained.

The RFO has reviewed the Interim Budget 2021-22, following the request by Council, and considering the funding received from Cornwall Council and now considers that, as in previous years, a Grants 'pot' of £25,000 could be included in the Budget. Furthermore, with the elections taking place in May a programme of Councillor Training is being developed with CALC and therefore this budget should be increased from £500 to £1500. Administration Equipment, furniture & materials has been reduced by £630, following a review of the cost in the year to date. Other revenue income and expenditure headings have been reviewed and it is considered that they should remain as per the original Interim Budget.

The future is still uncertain, so adequate reserves need to be held to cover any possible periods when the anticipated income is not received. It is therefore advisable to keep capital expenditure at a low level, so that reserves can be maintained but planning work can take place with the aim of commencing any larger capital projects next year, as outlined in the Council's Business Plan. The Capital expenditure section has therefore been

updated to include £5k for the Multi Use Games Area (MUGA) preparation, with the aim of doing the MUGA in 2022, as agreed by Council in its Business Plan.

In the Capital/projects section the contingency has been increased to £50k, this is prudent to take account of any unforeseen events/issues that may arise.

The RFO consulted with the Chair of Finance and Town Clerk regarding the Budget 2021-22.

Recommendation to Council to approve the updated Budget 2021-22, as appended to this report.

Padstow Town Council						
Budget 2020-21 and Interim Budget 2021-22						
	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Budget</i>	<i>Interim</i>	
Income	<i>to 31.3.19</i>	<i>31.3.20</i>	<i>28.2.21</i>	<i>2020-21</i>	<i>2021-22</i>	
	£	£		£		
Central & Democratic Services	3152	3265	272151	500	50	
Highways, Roads & Transport	532463	516304	374575	496540	416600	
Environment	8439	15919	7745	6030	5050	
Leisure	7220	8845	7632	4000	4000	
Investment Properties	241979	298004	257152	240000	195000	
Other Operating Income	2593	3024	96	400	0	
	795846	845361	919351	747470	620700	
Expenditure						
Democratic Core	3843	3753	281	2300	12800	
Corporate Services	82474	37247	39526	40500	44500	
Central Services	25000	25000	24300	25000	25000	
HRT Railway Car Park	91084	90126	75289	94650	94900	
HRT Lawns Car Park	25388	25135	20522	25550	26050	
Environment Cemetery	17427	22456	10445	20200	19100	
Environment Toilets	53579	55733	31398	61900	59800	
Leisure - Open Spaces	145489	138218	80217	183180	113630	
Administration	141731	203373	173690	212850	187620	
Investment Properties	31868	35994	43387	33800	37300	
Total expenditure	617883	637035	499055	699930	620700	
Net Revenue/(Expenditure)	177963	208326	420296	47540	0	
Capital Expenditure						
Capital expenditure from Revenue	116493	380420	56598	291000	77000	
Net Rev/(Exp) after capital expenditure	61470	-172094	363698	-243460	-77000	
Balance Sheet 1.4.20	£					
Earmarked Reserves	467760		<i>All Earmarked Reserves were moved to the General Fund, as an emergency measure due to the Covid-19 pandemic, to fund day to day expenditure.</i>			
General Fund as at 1.4.20	169950					
Total assets less liabilities at 1.4.20	637710					

Padstow Town Council						
Central & Democratic						
	<i>nominal</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Budget</i>	<i>Interim</i>
Income	<i>codes:</i>	<i>to 31.3.19</i>	<i>31.3.20</i>	<i>28.2.21</i>	<i>2020-21</i>	<i>Budget</i>
						2021-22
Misc Income incl photocopies	4300	3152	3265	272151	500	50
		3152	3265	272151	500	50
Expenditure						
Democratic						
Councillors' Expenses	5008	30	0	48	50	50
Training	5049	24	35	68	300	1500
Contingency	5050	3276	75	0	250	0
Mayor's Allowance (bouquets)	5060	513	123	165	500	250
Election Expenses	5064	0	3520	0	1000	11000
Civic reception	5065	0	0	0	200	0
		3843	3753	281	2300	12800
Corporate						
Staff - gross pay	5101	50295	0	0	0	0
Subscriptions	5110	752	1637	0	800	0
Bank Charges incl RingGo fees	5111	18451	18137	28166	19500	23000
Legal Services	5124	3896	7991	7500	5000	8000
Internal Audit	5125	1500	1500	750	1500	1500
External Audit	5127	1600	1600	400	1600	2000
Other Professional Services	5129	5980	6382	2710	10000	10000
Devolution costs	5129	0	0	0	2000	0
Contingency	5150	0	0	0	100	0
		82474	37247	39526	40500	44500
Central Services						
Grants	5242	20930	17310	23100	22000	22000
S137 Grants	5243	4070	7690	1200	3000	3000
		25000	25000	24300	25000	25000

Padstow Town Council							
Highways, Roads & Transport							Interim
Income	<i>nominal codes:</i>	<i>Actuals to 31.3.19</i>	<i>Actuals 31.3.20</i>	<i>Actuals 28.2.21</i>	<i>Budget 2020-21</i>	<i>Budget 2021-22</i>	
Railway car park	4404	384701	375446	251805	375000	300000	
Excess charges - Railway	4405	2160	2192	3640	500	0	
Lawn car park	4406	109337	105402	96756	102000	100000	
Excess charges - Lawn	4407	40	40	160	40	0	
Car Park Season Tickets	4408	14054	12050	1600	4000	1600	
Misc income	4448	22171	21174	20614	15000	15000	
		532463	516304	374575	496540	416600	
Expenditure							
Railway Car Park							
Staff Costs	5301	19897	18976	8922	20000	16000	
Energy Costs	5315	498	647	431	500	650	
Rates	5317	54230	55440	50688	56000	59000	
Equipment & Materials	5332	647	251	375	500	500	
Equipment Service & Repairs	5333	6701	2771	10365	2000	4000	
CC enforcement Officer visits	5333	0	1772	0	5000	5000	
Contingency	5350	0	0	0	500	0	
Car Park Machines	5351	2387	2465	2823	2400	2500	
Car Park Tickets	5353	0	641	0	250	250	
Car Park Cash Collection	5354	6724	7163	1685	7500	7000	
		91084	90126	75289	94650	94900	
Lawns Car Park							
Staff Costs	5401	6334	5997	4465	6000	6000	
Energy Costs	5415	1073	564	1202	950	650	
Rates	5417	14400	14730	13473	15000	16000	
Equipment & Materials	5432	0	163	0	200	100	
Equipment Service & Repairs	5433	177	0	238	100	100	
Contingency	5450	0	0	0	100	0	
Car Park Machines	5451	1163	1080	556	900	1100	
Car Park Tickets	5453	0	213	0	100	100	
Car Park Cash Collection	5454	2241	2388	588	2200	2000	
		25388	25135	20522	25550	26050	

Padstow Town Council							
Environment							
	<i>nominal</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Budget</i>	<i>Budget</i>	Interim
Income	<i>codes:</i>	<i>to 31.3.19</i>	<i>31.3.20</i>	<i>28.2.21</i>	<i>2020-21</i>	<i>2021-22</i>	Budget
Cemetery Fees	4511	8381	15871	7654	6000	5000	
Seagull-proof Sacks	4513	58	48	91	30	50	
		8439	15919	7745	6030	5050	
Expenditure							
Cemetery							
Staff Costs	5701	10826	13042	4606	13000	12000	
Rates	5717	1191	1340	1409	1400	1700	
Water	5718	172	0	0	200	200	
Grounds Maintenance	5720	4462	8074	4430	4900	5000	
Equipment & Materials	5732	776	0	0	500	200	
Contingency	5750	0	0	0	200	0	
		17427	22456	10445	20200	19100	
Toilets							
Staff Costs	5801	14319	12685	12912	15000	15000	
Energy Costs	5815	2255	2145	1143	2300	2200	
Rates	5817	1116	1142	1044	1200	1200	
Water	5818	18217	19862	8417	23000	22500	
Cleaning & Domestic Supplies	5819	14452	14442	7208	16000	15000	
Equipment & Materials	5832	314	858	333	1000	1000	
Equipment Service & Repair	5833	2906	4599	341	2900	2900	
Contingency	5850	0	0	0	500	0	
		53579	55733	31398	61900	59800	

Padstow Town Council							
Leisure, Tourism & Open Spaces							
							Interim
Income	<i>nominal codes:</i>	<i>Actuals to 31.3.19</i>	<i>Actuals 31.3.20</i>	<i>Actuals 28.2.21</i>	<i>Budget 2020-21</i>	<i>Budget 2021-22</i>	
Leisure - seat and tree donations	4600	0	1990	487	0	0	0
Grass Cutting CC	4620	0	0	3318	0	0	0
Footpaths & Grass Cutting CC	4630	6175	6175	3212	4000	4000	4000
Leisure - misc income	4648	1045	680	615	0	0	0
		7220	8845	7632	4000	4000	4000
Expenditure							
Events (skate park)	6044	0	1269	0	2000	0	0
Staff costs (bandstand)	6101	871	1167	0	1300	1300	1300
Contingency	6150	0	0	0	100	0	0
Signage Town Signs	6156	0	48	0	100	0	0
Staff Costs	6201	104764	97296	53155	128000	70000	70000
Staff travel	6207	108	46	0	100	50	50
Energy costs	6215	718	507	525	650	650	650
Lawn Tennis Courts rates	6217	459	517	539	550	650	650
Grounds maint costs	6220	10363	13078	13899	12000	15000	15000
Tree works	6220	0	0	0	6000	3000	3000
Rent	6221	175	175	175	180	175	175
Vehicle Insurance	6222	1883	2140	2108	1600	2155	2155
Equipment & materials	6232	14910	13205	5264	12500	12000	12000
CCTV	6232	0	0	0	5000	0	0
Telephones - mobiles	6239	566	508	196	650	0	0
Training	6249	2496	695	72	5000	2500	2500
Contingency	6250	0	212	0	100	0	0
Petrol & Oil	6265	4129	3559	1997	4400	2500	2500
Machinery repairs	6266	1670	1435	692	1200	1400	1400
Vehicle Service & Repair	6267	1627	1635	1165	1000	1500	1500
Vehicle Tax	6268	750	726	430	750	750	750
		145489	138218	80217	183180	113630	113630

Padstow Town Council							
Administration							
			<u>Actuals</u>	<u>Actuals</u>	<u>Actuals</u>	<u>Budget</u>	<u>Interim</u>
Income	<i>nominal</i>	<i>to 31.3.19</i>	<i>31.3.20</i>	<i>28.2.21</i>	<i>2020-21</i>	<i>2021-22</i>	Budget
	<i>codes:</i>						
Interest Income	4949	2593	3024	96	400	0	
Precept	4950	0	0	0	0	0	
		2593	3024	96	400	0	
Expenditure							
Staff costs - gross pay	7001	104045	172730	146840	178000	156000	
Staff travel	7007	22	17	0	100	50	
Subscriptions	7010	1157	791	185	800	800	
Building Maintenance	7014	0	0	529	250	500	
Energy Costs	7015	6250	4578	4065	5500	4500	
Rates	7017	10895	8838	8046	9000	9500	
Water	7018	542	290	0	500	300	
Cleaning & Domestic Supplies	7019	641	963	905	700	800	
Equipment & Materials	7032	4887	3553	1360	3500	2870	
Equipment Services & Repair	7033	1142	1753	1191	1000	1200	
Printing	7034	1744	1846	1207	1600	1700	
Stationery	7035	1689	1595	539	1600	1500	
Postage	7036	1430	1011	931	1200	1000	
Telephone & internet	7039	1594	1638	1356	1600	1500	
Computer Costs	7040	4958	3567	6516	4000	3500	
Advertising	7047	0	0	0	500	400	
Training	7049	735	203	20	2500	1500	
Contingency	7050	0	0	0	500	0	
		141731	203373	173690	212850	187620	

