

**DISS TOWN COUNCIL**

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Report to:	Full Council
Date of Meeting:	11 th December 2019
Authorship:	RFO / Clerk
Subject:	Accounts Quarters 1 & 2 (Mid-year) report

Introduction

1. A quarter 1 report was not produced due to finance staffing changes. Budget spending to which I wish to draw members attention as at 30/09/2019, the halfway point in the financial year is as follows.
2. Overspends or underspends of 7.5% will be reported as per Financial Regulations, clause 4.8.
3. Any budget headings outside of tolerances that have not been explained below are expected due to timing of payment e.g. annual.

Amenities

4. The Amenities expenditure heading is a large budget, which is within tolerances at 49% spent however there are several items to note.
5. The tree management budget (4075) is almost spent but there are sufficient funds in Earmarked Reserves to cover expected future expenditure.
6. The underspend in Park equipment and Fair green maintenance offsets this and is explained by the purchase of new play equipment via S106 funds and reassignment of maintenance responsibilities to the Fair Green Neighbourhood Association.

Bank Interest

7. Income from interest received from the bank was not budgeted for. Charges from the bank are under budget by 40% but a review of the banking charges is still required to clarify that charges are within the agreement.

Cemetery

8. Income from the Cemetery is at 22% over anticipated due to an increase in interments.

Corn Hall

9. Although this budget is 37% spent, expected expenditure on emergency lighting, bird proofing and new accessible flagpole will bring expenditure in line with the budget at year end.

Council Properties

10. Expenditure of 39% is primarily explained by the delayed transfer in responsibility of the Mere's mouth toilets. Office building maintenance was budgeted for external painting of Council Offices. This has not yet been undertaken but the works to repair a window has.

DYCC

11. Income is above budget at 59% due to unexpected additional sessions booked by adult education.

Market

12. Income currently stands at 62% of the budget due to additional traders.

General Expenditure

13. Legal and financial expenditure is significantly above 50% due to the unexpected contribution towards the Autumn Diss Matters publication.

Sports Ground

14. Income at 35% for this location is seasonal with most invoices being raised during the winter months.

Events

15. Underspending in the communication strategy (primarily updating signage across all sites, which has not yet happened) has brought the expenditure of this heading under variance tolerances. Costs under the other events code have been transferred to the RBL code since the end of September to correct expense allocation.

Carnival

16. Carnival income and expenditure was not budgeted for other than £1,250 for expenses. This significantly distorts the percentage spent to budget. It is therefore recommended to budget for both.

CIL

17. 40% of CIL income has been allocated to Roydon PC and potential improvements to the ground floor at the DYCC. Expenditure on the park equipment and other projects have not been invoiced within the first

Conclusion

18. Overall expenditure at 57% is within variance tolerances. The reason for the overall income percentage distortion is due to an absence of income budgeting.

Recommendation

That Council approves the allocation of income budgets to headings to allow for more accurate and relevant forecasting.