



## DISS TOWN COUNCIL

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Report to:	Full Council
Date of Meeting:	18 <sup>th</sup> March 2020
Authorship:	RFO
Subject:	Accounts Quarter 3

### Introduction

1. Budget spending to which I wish to draw members attention as at 31/12/2019, three quarters of the way through the financial year, is as follows.
2. Overspends or underspends of 11.25% 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 annual payment being received at the end of the financial year.

### Amenities

4. The Amenities expenditure heading is a large budget, which is just outside of tolerances with 58% spent.
5. The tree management budget (4075) is almost spent given additional unplanned works to trees and EMR funds are available for the last quarter expenditure. Please note that a tree survey is scheduled in April, which will assess all Council-owned trees for the next three years. The 2020/21 budget has been increased to allow for a contingency.
6. Funds are being set aside each year for the repairs to the Churchyard walls, which accounts for the significant underspend. N.B. There is a total of almost £21k in Earmarked Reserves (EMR) and the total project is expected to cost around £45k albeit it is recommended the project is undertaken in stages as it negates the requirement for a Faculty from the Diocese. The underspend in Manorial Rights will transfer into EMR as the repairs last financial year were a one-off.
7. The Mere Water Drainage is underspent because the hire of the pump has been cheaper than expected and it is envisaged it will need to be hired at least once more before end of the financial year.

### Bank Interest

8. Income from interest and expenditure on bank charges at quarter 3 shows a surplus of £1,343 and a review of banking charges and interest rates is scheduled for March.

### Cemetery

9. Income from the Cemetery is 14% over anticipated due to an increase in interments. Expenditure is under budget by 26% but with works to the Cemetery Chapel roof required, it is suggested that the surplus and some of the underspend is allocated to repairs. Please note there is currently £15,863 in EMR for the Cemetery Chapels, a budget contingency of £14,878 was allocated against roof repairs and quotations are being received in the region of £40k-£50k.

#### Christmas Lights and Switch-On event

10. Although invoices for expenditure on the Christmas Lights installation are not reflected in the quarter 3 income/expenditure report, the lights cost is within budget. The switch-on event was budgeted to cost £1,250 and has produced a £173 surplus due to a high income and a successful event.

#### Corn Hall

11. Expenditure on the Corn Hall is currently under budget but with the projects planned, it is anticipated that the surplus that will be transferred into EMR at year end will be utilised.

#### Council Properties

12. Income has slipped below budget at 58% due to a review of utilities delaying invoicing, which will be rectified by year end. Expenditure is also under budget. The budget for 2020/21 has been reduced for Office R&R and remaining funds from both will go towards repainting the Council Offices.

#### Market

13. Income from stallage is slightly higher than expected at 89%, which has helped to offset the small increase in expenditure on electricity that has now been budgeted for.

#### Sports Ground

14. Income from the Sports Ground now stands at 59% against budget. This reduction is due to a drop in training sessions being booked for the fields. Sports Ground expenditure is also below expected. Track expenditure has not been budgeted for in 2020/21 given current funds in EMR. Floodlight repairs are costly so the surplus will add to the EMR. The budget for General SPG Maintenance has been reduced for 2020/21. Expenditure last year covered resurfacing of the driveway and Skateboard Park repair claimed this year through insurance.

#### Events

15. The associated costs for the RBL relate to the remembrance parade, which has taken place. Funds for the Communications Strategy were allocated for improved signage, a project which is still underway. The other event costs related to incidentals such as replacement bunting, which hasn't been required.

#### Carnival

16. The distortion of figures for the Carnival income and expenditure resulted from not budgeting for income and an anticipated expenditure of £1,250 which reflected the Town Council's financial support of the event and not the total expenditure. I&E has been more accurately forecast for 2020/21.

#### Conclusion

17. Surplus at the end of quarter three is £534k. This is £126K less than the last quarter and is attributable to funds being allocated and costed to projects as agreed by Council.

#### **Recommendation**

To note the contents of this report.