

WITNEY TOWN COUNCIL 2024-25

Annual Budget - By Committee (Actual YTD Month 6)

Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.

		Last Year 2023-24		Current Year 2024-25			Next Year 2025-26			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b><u>Halls, Cemeteries &amp; Allotments</u></b>										
<b><u>102 LANGDALE HALL</u></b>										
1050	RENT RECEIVED	20,302	20,677	26,007	12,990	25,979	0	25,979	0	0
1052	EXPENSES RECOVERED	200	205	171	91	360	0	370	0	0
1060	INSURANCE RECOVERED	650	728	764	0	1,934	0	950	0	0
<b>Total Income</b>		21,152	21,610	26,942	13,080	28,273	0	27,299	0	0
4021	TELEPHONE/FAX	200	230	171	126	303	0	310	0	0
4025	INSURANCE	750	818	928	765	928	0	950	0	0
4036	PROPERTY MAINTENANCE	1,000	1,345	3,000	0	3,000	0	1,000	0	0
4038	OTHER MAINTENANCE	1,000	340	1,000	0	1,000	0	1,000	0	0
4048	ENG.INSPEC.(VARIABLE)	450	345	368	575	575	0	585	0	0
4059	OTHER PROF FEES	1,000	0	1,000	0	0	0	1,000	0	0
4888	O/S STAFF RECHARGE	0	0	1,039	997	984	0	1,172	0	0
4890	O/S O'HEAD RECHARGE	0	0	95	67	69	0	74	0	0
4892	C/S STAFF RCHG	4,492	4,105	4,607	2,138	4,276	0	5,386	0	0
4893	C/S O'HEAD RCHG	1,294	1,622	1,304	810	1,494	0	1,484	0	0
4896	MTCE STAFF RECHARGE	1,057	542	0	0	0	0	0	0	0
4897	MTCE O'HEAD RECHARGE	103	63	0	0	0	0	0	0	0
4899	DEPOT REALLOCATION	110	188	189	244	163	0	158	0	0
<b>Overhead Expenditure</b>		11,456	9,597	13,701	5,722	12,792	0	13,119	0	0
<b>Movement to/(from) Gen Reserve</b>		9,696	12,012	13,241	7,359	15,481		14,180		

**Commented [NW1]:** Rent from ICE centre - next review 2027

**Commented [NW2]:** Any unused sums will be transferred to earmarked reserves therefore for budgeting purposes this and similar budgets are shown as fully expended

**Commented [NW3R2]:** As per written report all revised 2024-25 and projected 2025-26 estimates are based on the %age allocated to the cost centre in relation to the original estimate.

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	Last Year 2023-24		Current Year 2024-25			Next Year 2025-26			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>103 BAR/ CAFE</b>									
1000 C/EX. 1863 - SALES ALCOHOL	22,500	37,255	34,736	16,836	35,100	0	37,500	0	0
1001 C/EX. 1863 SALES - FOOD	20,000	27,405	28,660	17,799	34,000	0	35,700	0	0
1002 C/EX. 1863 BAR HIRE CHARGE	750	1,067	1,430	517	1,033	0	1,055	0	0
1003 C/EX. 1863 SALES - SOFT DRINKS	0	7,537	7,064	5,333	8,600	0	9,030	0	0
1009 CORN EX.1863 CAFE- HOT DRINKS	39,000	70,391	74,800	49,489	91,300	0	96,000	0	0
1090 BURWELL HALL BAR - ALCOHOL	6,000	3,819	6,600	1,071	2,600	0	3,200	0	0
1091 BURWELL HALL BAR HIRE CHARGE	150	0	150	0	0	0	153	0	0
<b>Total Income</b>	<b>88,400</b>	<b>147,473</b>	<b>153,440</b>	<b>91,045</b>	<b>172,633</b>	<b>0</b>	<b>182,638</b>	<b>0</b>	<b>0</b>
3000 BAR PURCHASES - DRINK	11,500	22,782	21,000	12,980	21,300	0	22,875	0	0
3001 BAR PURCHASES - FOOD	10,000	18,970	17,196	10,800	20,400	0	21,420	0	0
3009 CAFE PURCHASES - HOT BEVERAGES	14,000	17,750	19,448	11,905	22,600	0	24,000	0	0
3010 PROMOTIONS	0	1,013	0	2,554	4,200	0	4,450	0	0
<b>Direct Expenditure</b>	<b>35,500</b>	<b>60,516</b>	<b>57,644</b>	<b>38,239</b>	<b>68,500</b>	<b>0</b>	<b>72,745</b>	<b>0</b>	<b>0</b>
4001 SALARIES	66,953	113,788	105,307	60,696	112,400	0	107,000	0	0
4002 ER'S NIC	7,356	5,406	4,566	3,530	6,510	0	9,900	0	0
4003 ER'S SUPERANN	3,459	5,761	5,124	3,160	6,570	0	7,000	0	0
4007 PROTECTIVE CLOTHING	750	180	750	0	300	0	500	0	0
4016 CLEANING MATERIALS	300	66	100	54	100	0	100	0	0
4038 OTHER MAINTENANCE	750	495	500	0	500	0	500	0	0
4042 EQUIPMENT INC. FURNITURE	5,000	6,440	5,000	3,415	5,000	0	5,000	0	0
4059 OTHER PROF FEES	700	600	700	300	700	0	700	0	0
4099 MISCELLANEOUS	1,000	973	1,000	261	250	0	1,000	0	0
4892 C/S STAFF RCHG	11,229	5,155	4,608	4,260	4,608	0	5,387	0	0

**Commented [NW4]:** Burwell bar functions down on previous year; due to small number of bar functions the income will vary considerably year on year

**Commented [NW5]:** Projecting 17% increase for 24/25 against original estimate

**Commented [NW6R5]:** All purchase estimates based on fixed %age cost of sales against the relevant income line(s). Margins have improved during last year.

**Commented [NW7]:** Surplus (profit) after cost of sales = £109,893

**Commented [NW8]:** Salary figure based on estimate from halls management regarding weekly staffing requirement. Will vary according to the number of additional evening events and Burwell functions

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		Last Year 2023-24		Current Year 2024-25			Next Year 2025-26			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4893	C/S O'HEAD RCHG	3,235	1,798	1,304	873	1,494	0	1,484	0	0
4896	MTCE STAFF RECHARGE	0	436	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>		100,732	141,099	128,959	76,549	138,432	0	138,571	0	0
<b>Movement to/(from) Gen Reserve</b>		(47,832)	(54,143)	(33,163)	(23,743)	(34,299)		(28,678)		
<b>104 CORN EXCHANGE</b>										
1007	CORN EXCHNGE LETTING	38,500	62,539	57,314	30,714	66,000	0	68,000	0	0
1014	EVENTS INCOME	4,000	12,817	13,609	3,844	7,625	0	13,881	0	0
1015	TEA DANCE INCOME	1,500	2,114	2,400	1,354	2,400	0	2,400	0	0
1017	CORN EXCHANGE WEDDING LETTING	500	859	1,353	0	1,400	0	1,400	0	0
1052	EXPENSES RECOVERED	0	2,070	3,479	0	700	0	750	0	0
<b>Total Income</b>		44,500	80,399	78,155	35,911	78,125	0	86,431	0	0
4001	SALARIES	61,962	53,136	78,384	35,417	61,864	0	65,544	0	0
4002	ER'S NIC	4,395	4,267	5,927	3,074	5,624	0	7,342	0	0
4003	ER'S SUPERANN	9,387	10,140	12,971	5,785	9,222	0	9,811	0	0
4007	PROTECTIVE CLOTHING	300	285	300	107	300	0	300	0	0
4008	TRAINING	1,000	993	1,000	2,542	3,000	0	1,020	0	0
4011	RATES	4,500	1,166	1,244	770	1,410	0	3,167	0	0
4012	WATER RATES	1,100	3,231	2,700	2,815	5,460	0	5,075	0	0
4014	ELECTRICITY	36,000	20,219	16,792	5,005	13,850	0	16,800	0	0
4015	GAS	26,250	14,495	8,987	2,685	8,525	0	9,000	0	0
4016	CLEANING MATERIALS	3,000	1,804	2,000	1,244	2,000	0	2,040	0	0
4017	CONTRACT CLEAN/WASTE	3,500	3,280	3,735	296	2,500	0	3,735	0	0

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**Commented [NW9]:** Increased usage reflected in income increase - based on October 2023-September 2024 activity

**Commented [NW10]:** Current year income part of 1007/104 , adjust in 2nd draft

**Commented [NW11]:** Relates to hirers liability insurance; previous year higher as it included income from previous accounting periods

**Commented [NW12]:** This is lower due to changes in allocations of halls officer time between cost centres

**Commented [NW13]:** Leisure & hospitality rate relief reduced from 75% to 40%

**Commented [NW14]:** Based on recent usage and large increases expected in water charges

**Commented [NW15R14]:** All energy budgets for 2025-26 held at same level as 2024-25

**Commented [NW16]:** Reflects the fall in energy prices between 2023-24 and 2024-25

**Commented [NW17]:** Note expenditure skewed to later in financial year

## WITNEY TOWN COUNCIL 2024-25

## Annual Budget - By Committee (Actual YTD Month 6)

Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.

	Last Year 2023-24		Current Year 2024-25			Next Year 2025-26			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4018 PHOTOCOPIER COSTS	50	71	50	92	185	0	190	0	0
4021 TELEPHONE/FAX	900	1,487	960	632	1,260	0	1,260	0	0
4025 INSURANCE	850	937	1,126	930	930	0	950	0	0
4028 I.T.	1,400	2,384	1,400	1,221	1,700	0	1,500	0	0
4030 RECRUITMENT ADVT'G	1,000	0	1,000	0	1,000	0	1,000	0	0
4032 PUBLICITY	3,000	1,995	3,000	619	3,000	0	3,000	0	0
4036 PROPERTY MAINTENANCE	8,000	11,496	8,000	7,626	12,000	0	12,000	0	0
4037 GROUNDS MAINTENANCE	0	0	0	927	0	0	0	0	0
4038 OTHER MAINTENANCE	4,000	12,194	4,000	-209	3,850	0	4,000	0	0
4042 EQUIPMENT INC. FURNITURE	2,000	1,818	2,000	1,199	2,000	0	2,000	0	0
4043 SMALL TOOLS & EQUIPT	150	181	150	7	75	0	150	0	0
4045 LICENCES	4,000	2,208	2,500	2,062	2,837	0	2,900	0	0
4048 ENG.INSPEC.(VARIABLE)	350	337	373	364	364	0	370	0	0
4064 HEALTH & SAFETY	100	288	100	0	100	0	100	0	0
4141 EVENTS	10,000	13,825	10,000	5,703	10,000	0	10,000	0	0
4142 TEA DANCE COSTS	6,000	5,145	6,535	2,281	6,535	0	6,700	0	0
4144 FILM CLUB	0	6,150	4,481	2,086	4,500	0	4,600	0	0
4888 O/S STAFF RECHARGE	0	0	3,856	2,309	3,652	0	4,348	0	0
4890 O/S O'HEAD RECHARGE	0	0	354	184	258	0	275	0	0
4892 C/S STAFF RCHG	22,459	10,311	9,215	8,524	9,215	0	10,722	0	0
4893 C/S O'HEAD RCHG	6,470	3,597	2,607	1,622	2,988	0	2,967	0	0
4896 MTCE STAFF RECHARGE	3,922	2,371	0	0	0	0	0	0	0
4897 MTCE O'HEAD RECHARGE	384	274	0	0	0	0	0	0	0
4899 DEPOT REALLOCATION	410	900	703	701	608	0	717	0	0

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**Commented [NW18]:** Increased to reflect what is considered to be necessary for the building and to allow some improvements year on year e.g. kitchen improvements, noticeboards

**Commented [NW19]:** Retain same figure as 24-25. Net budgeted surplus on events is £3,881; staffing time shown against 4001/2/3

**Commented [NW20R19]:** See previous comments on treatment of overheads

**WITNEY TOWN COUNCIL 2024-25**

**Annual Budget - By Committee (Actual YTD Month 6)**

**Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.**

		<u>Last Year 2023-24</u>		<u>Current Year 2024-25</u>			<u>Next Year 2025-26</u>			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	<b>Overhead Expenditure</b>	226,839	190,984	196,450	98,621	180,812	0	193,583	0	0
	<b>104 Net Income over Expenditure</b>	-182,339	-110,585	-118,295	-62,710	-102,687	0	-107,152	0	0
6000	plus Transfer from EMR	0	10,632	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(182,339)	(99,954)	(118,295)	(62,710)	(102,687)		(107,152)		
<b>105</b>	<b><u>BURWELL HALL</u></b>									
1005	BURWELL HALL LETTING	22,500	26,421	30,575	14,179	30,575	0	31,200	0	0
1052	EXPENSES RECOVERED	0	1,072	2,189	0	700	0	750	0	0
	<b>Total Income</b>	22,500	27,492	32,764	14,179	31,275	0	31,950	0	0
4001	SALARIES	41,308	44,900	52,256	28,404	54,065	0	46,804	0	0
4002	ER'S NIC	2,930	3,574	3,951	2,521	4,830	0	4,925	0	0
4003	ER'S SUPERANN	6,258	7,519	8,647	4,279	7,529	0	5,744	0	0
4007	PROTECTIVE CLOTHING	300	7	300	0	150	0	300	0	0
4008	TRAINING	500	0	500	0	500	0	500	0	0
4011	RATES	3,000	786	839	521	864	0	2,150	0	0
4012	WATER RATES	1,200	371	420	455	860	0	825	0	0
4014	ELECTRICITY	11,920	3,401	3,362	1,128	2,450	0	3,350	0	0
4015	GAS	15,000	7,088	8,567	-381	3,240	0	3,750	0	0
4016	CLEANING MATERIALS	2,000	1,839	2,000	1,125	2,000	0	2,050	0	0
4017	CONTRACT CLEAN/WASTE	2,200	1,980	1,225	1,385	2,750	0	2,800	0	0
4021	TELEPHONE/FAX	300	235	268	106	255	0	260	0	0
4025	INSURANCE	550	585	592	437	437	0	445	0	0
4028	I.T.	1,000	900	1,000	580	1,000	0	1,000	0	0

**Commented [NW21]:** Hirers' liability insurance - see comments on Corn Exchange

**Commented [NW22]:** Lower salaries reflect revised allocation of halls officer time as advised by halls management

**Commented [NW23]:** Reduction in rate relief from 75% to 40%

**Commented [NW24]:** Reduction due to large savings on gas bills mainly due to more efficient heating system but also falling energy prices

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	Last Year 2023-24		Current Year 2024-25			Next Year 2025-26			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4032 PUBLICITY	1,000	0	1,000	330	1,000	0	1,000	0	0
4036 PROPERTY MAINTENANCE	5,000	5,995	5,000	3,012	5,000	0	5,000	0	0
4038 OTHER MAINTENANCE	2,100	1,696	2,100	162	1,800	0	1,825	0	0
4042 EQUIPMENT INC. FURNITURE	1,500	300	1,500	7	1,500	0	1,500	0	0
4045 LICENCES	750	447	477	475	475	0	485	0	0
4048 ENG.INSPEC.(VATABLE)	325	319	340	1,790	1,790	0	1,825	0	0
4064 HEALTH & SAFETY	0	74	0	0	0	0	0	0	0
4099 MISCELLANEOUS	0	0	0	81	200	0	200	0	0
4888 O/S STAFF RECHARGE	0	0	19,324	1,550	18,300	0	21,792	0	0
4890 O/S O'HEAD RECHARGE	0	0	1,773	118	1,294	0	1,379	0	0
4892 C/S STAFF RCHG	4,492	4,105	4,608	2,138	4,608	0	5,387	0	0
4893 C/S O'HEAD RCHG	1,294	1,622	1,304	810	1,494	0	1,484	0	0
4894 GROUNDS STAFF RECHARGE	0	122	0	0	0	0	0	0	0
4895 GROUNDS O'HEAD RECHARGE	0	36	0	0	0	0	0	0	0
4896 MTCE STAFF RECHARGE	19,654	13,425	0	0	0	0	0	0	0
4897 MTCE O'HEAD RECHARGE	1,924	1,360	0	0	0	0	0	0	0
4899 DEPOT REALLOCATION	2,054	4,380	3,524	395	3,046	0	2,950	0	0
<b>Overhead Expenditure</b>	128,559	107,068	124,877	51,428	121,437	0	119,730	0	0
<b>105 Net Income over Expenditure</b>	-106,059	-79,576	-92,113	-37,249	-90,162	0	-87,780	0	0
6000 plus Transfer from EMR	0	0	0	1,940	3,880	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(106,059)	(79,576)	(92,113)	(35,309)	(86,282)		(87,780)		

Commented [NW25]: See comments on treatment of overheads in written report

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	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>106 MADLEY PARK COMMUNITY CENTRE</b>									
1060 INSURANCE RECOVERED	440	494	526	0	519	0	530	0	0
<b>Total Income</b>	440	494	526	0	519	0	530	0	0
4025 INSURANCE	440	494	526	519	519	0	530	0	0
4036 PROPERTY MAINTENANCE	0	0	0	7,617	7,617	0	0	0	0
4048 ENG.INSPEC.(VARIABLE)	700	0	747	0	747	0	760	0	0
4059 OTHER PROF FEES	1,500	0	1,500	0	1,500	0	1,500	0	0
4888 O/S STAFF RECHARGE	0	0	15	0	14	0	17	0	0
4890 O/S O'HEAD RECHARGE	0	0	1	0	1	0	1	0	0
4892 C/S STAFF RCHG	898	821	921	425	921	0	1,077	0	0
4893 C/S O'HEAD RCHG	259	324	261	100	299	0	297	0	0
4896 MTCE STAFF RECHARGE	15	10	0	0	0	0	0	0	0
4897 MTCE O'HEAD RECHARGE	1	1	1	0	0	0	1	0	0
4899 DEPOT REALLOCATION	2	3	3	0	3	0	3	0	0
<b>Overhead Expenditure</b>	3,815	1,654	3,975	8,661	11,621	0	4,186	0	0
<b>106 Net Income over Expenditure</b>	-3,375	-1,160	-3,449	-8,661	-11,102	0	-3,656	0	0
6000 plus Transfer from EMR	0	0	0	7,617	15,234	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(3,375)	(1,160)	(3,449)	(1,044)	4,132		(3,656)		
<b>301 TOWER HILL CEMETERY</b>									
1050 RENT RECEIVED	13,620	13,620	13,260	10,215	13,620	0	13,620	0	0
1060 INSURANCE RECOVERED	225	249	194	0	194	0	200	0	0
1099 MISCELLANEOUS INCOME	0	850	0	122	244	0	0	0	0
1100 BURIAL FEES	4,000	7,627	9,283	4,624	8,700	0	8,850	0	0
1101 GRANT OF RIGHTS	1,000	1,387	2,828	593	1,200	0	1,200	0	0

**Commented [NW26]:** This relates to the agreed work to partitions - drawn from Earmarked reserve

**Commented [NW27]:** Cemetery lodge (Co-op Funeral services)

**Commented [NW28]:** See comments in written report. Burial fees at Tower Hill will decrease year on year as the Council is only burying in the remaining reserved plots

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1102	INTERMENT OF ASHES	9,000	10,754	12,324	12,612	17,600	0	13,000	0	0
1105	MEMORIAL FEES	3,500	5,285	5,692	3,704	6,500	0	6,500	0	0
1106	MEMORIAL PLAQUES	330	165	323	308	500	0	500	0	0
1108	CHAPEL FEES	214	363	384	250	450	0	450	0	0
<b>Total Income</b>		<b>31,889</b>	<b>40,299</b>	<b>44,288</b>	<b>32,426</b>	<b>49,008</b>	<b>0</b>	<b>44,320</b>	<b>0</b>	<b>0</b>
4001	SALARIES	12,541	11,496	14,639	6,966	14,621	0	15,602	0	0
4002	ER'S NIC	1,103	1,002	1,193	606	1,306	0	1,915	0	0
4003	ER'S SUPERANN	2,722	2,521	3,177	1,511	3,173	0	3,385	0	0
4011	RATES	4,250	3,792	4,046	2,276	3,792	0	3,850	0	0
4012	WATER RATES	250	540	365	640	800	0	850	0	0
4014	ELECTRICITY	1,000	1,160	1,118	385	1,118	0	1,118	0	0
4016	CLEANING MATERIALS	30	0	30	0	15	0	30	0	0
4017	CONTRACT CLEAN/WASTE	1,000	1,350	1,000	650	1,300	0	1,500	0	0
4025	INSURANCE	225	249	435	0	435	0	445	0	0
4036	PROPERTY MAINTENANCE	6,000	500	6,000	256	6,000	0	6,000	0	0
4038	OTHER MAINTENANCE	0	67	0	0	0	0	0	0	0
4041	EQUIPMENT HIRE	0	125	0	0	0	0	400	0	0
4042	EQUIPMENT INC. FURNITURE	100	735	100	46	100	0	100	0	0
4059	OTHER PROF FEES	0	0	0	0	0	0	100	0	0
4064	HEALTH & SAFETY	100	0	100	0	50	0	102	0	0
4099	MISCELLANEOUS	0	0	0	172	200	0	200	0	0
4110	SUBSIDIZED LETTINGS	200	0	200	0	100	0	200	0	0
4350	PLAQUES PURCHASED	300	263	291	157	300	0	605	0	0
4355	MEMORIAL MAINTENANCE	2,500	905	2,500	980	2,500	0	2,500	0	0

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Commented [NW29]: Much higher this year than last

Commented [NW30]: Note fees and charges based on 2% - there are proposals in the agenda to increase charges in relation to some fees by a higher %age to recover more cost - if agreed the income for both cemeteries will be revised

**WITNEY TOWN COUNCIL 2024-25**

**Annual Budget - By Committee (Actual YTD Month 6)**

**Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.**

		<u>Last Year 2023-24</u>		<u>Current Year 2024-25</u>			<u>Next Year 2025-26</u>			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4888	O/S STAFF RECHARGE	0	0	80,770	44,178	76,489	0	91,084	0	0
4890	O/S O'HEAD RECHARGE	0	0	10,846	3,598	7,918	0	8,438	0	0
4892	C/S STAFF RCHG	13,475	12,316	13,823	6,415	13,823	0	16,159	0	0
4893	C/S O'HEAD RCHG	3,882	4,867	3,911	2,431	4,482	0	4,451	0	0
4894	GROUNDS STAFF RECHARGE	8,416	3,495	0	0	0	0	0	0	0
4895	GROUNDS O'HEAD RECHARGE	3,108	3,439	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	73,017	63,818	0	0	0	0	0	0	0
4897	MTCE O'HEAD RECHARGE	7,146	6,405	0	0	0	0	0	0	0
4899	DEPOT REALLOCATION	7,630	13,070	13,092	12,909	11,318	0	10,958	0	0
	<b>Overhead Expenditure</b>	148,995	132,116	157,636	84,176	149,840	0	169,992	0	0
	<b>Movement to/(from) Gen Reserve</b>	(117,106)	(91,817)	(113,348)	(51,750)	(100,832)		(125,672)		
<b>302</b>	<b><u>WINDRUSH CEMETERY</u></b>									
1100	BURIAL FEES	15,000	19,066	22,338	10,703	22,400	0	22,785	0	0
1101	GRANT OF RIGHTS	20,000	23,204	27,091	9,349	25,000	0	27,633	0	0
1102	INTERMENT OF ASHES	5,500	4,781	5,288	1,485	4,000	0	5,394	0	0
1105	MEMORIAL FEES	6,000	8,634	7,448	3,474	7,500	0	7,597	0	0
1106	MEMORIAL PLAQUES	0	0	0	121	200	0	0	0	0
	<b>Total Income</b>	46,500	55,684	62,165	25,131	59,100	0	63,409	0	0
4001	SALARIES	12,541	11,496	14,639	6,966	14,621	0	14,932	0	0
4002	ER'S NIC	1,103	1,002	1,193	606	1,306	0	1,217	0	0
4003	ER'S SUPERANN	2,721	2,521	3,177	1,511	3,173	0	3,241	0	0
4011	RATES	6,050	7,984	8,519	4,792	7,984	0	8,689	0	0

**Commented [NW31]:** Review in 2nd draft

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## WITNEY TOWN COUNCIL 2024-25

## Annual Budget - By Committee (Actual YTD Month 6)

Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.

	Last Year 2023-24			Current Year 2024-25		Next Year 2025-26			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4012 WATER RATES	300	191	237	205	300	0	242	0	0
4014 ELECTRICITY	4,000	3,620	3,532	1,188	3,532	0	3,603	0	0
4016 CLEANING MATERIALS	30	0	30	0	0	0	31	0	0
4017 CONTRACT CLEAN/WASTE	1,000	952	777	765	1,600	0	793	0	0
4021 TELEPHONE/FAX	300	21	268	0	100	0	273	0	0
4025 INSURANCE	120	125	127	131	131	0	130	0	0
4036 PROPERTY MAINTENANCE	2,000	682	2,000	7,436	8,500	0	2,040	0	0
4037 GROUNDS MAINTENANCE	500	379	500	584	800	0	510	0	0
4038 OTHER MAINTENANCE	1,500	985	1,500	127	1,500	0	1,530	0	0
4042 EQUIPMENT INC. FURNITURE	1,500	1,018	1,500	6	1,500	0	1,530	0	0
4059 OTHER PROF FEES	1,000	0	1,000	0	1,000	0	1,020	0	0
4064 HEALTH & SAFETY	100	0	100	0	0	0	102	0	0
4099 MISCELLANEOUS	0	850	0	172	200	0	0	0	0
4350 PLAQUES PURCHASED	500	0	100	68	100	0	102	0	0
4355 MEMORIAL MAINTENANCE	2,000	1,133	2,000	0	2,000	0	2,040	0	0
4888 O/S STAFF RECHARGE	0	0	138,044	35,547	130,728	0	155,672	0	0
4890 O/S O'HEAD RECHARGE	0	0	16,101	2,674	11,754	0	12,527	0	0
4892 C/S STAFF RCHG	13,475	12,316	13,823	6,415	13,823	0	16,159	0	0
4893 C/S O'HEAD RCHG	3,882	4,867	3,911	2,431	4,482	0	4,451	0	0
4894 GROUNDS STAFF RECHARGE	8,416	2,611	0	0	0	0	0	0	0
4895 GROUNDS O'HEAD RECHARGE	3,108	1,631	0	0	0	0	0	0	0
4896 MTCE STAFF RECHARGE	131,269	89,914	0	0	0	0	0	0	0
4897 MTCE O'HEAD RECHARGE	12,848	9,641	0	0	0	0	0	0	0
4899 DEPOT REALLOCATION	13,718	23,375	23,539	10,995	20,349	0	19,702	0	0

**Commented [NW32]:** Includes agreed expenditure of £6,215 on markers and posts

**Commented [NW33]:** See main report re. treatment of overheads

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## WITNEY TOWN COUNCIL 2024-25

## Annual Budget - By Committee (Actual YTD Month 6)

Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.

		Last Year 2023-24		Current Year 2024-25			Next Year 2025-26			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	<b>Overhead Expenditure</b>	223,981	177,313	236,617	82,619	229,483	0	250,536	0	0
	<b>302 Net Income over Expenditure</b>	-177,481	-121,629	-174,452	-57,488	-170,383	0	-187,127	0	0
6000	plus Transfer from EMR	0	0	0	6,215	12,430	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(177,481)	(121,629)	(174,452)	(51,273)	(157,953)		(187,127)		
<b>303</b>	<b>CLOSED CH'YARDS ST MARYS/HOLY</b>									
4036	PROPERTY MAINTENANCE	11,000	4,925	16,000	31,438	36,438	0	11,000	0	0
4040	ARBORICULTURE	1,000	0	1,000	0	1,000	0	1,000	0	0
4059	OTHER PROF FEES	1,000	0	1,000	0	1,000	0	1,000	0	0
	<b>Overhead Expenditure</b>	13,000	4,925	18,000	31,438	38,438	0	13,000	0	0
6000	plus Transfer from EMR	0	0	0	31,060	62,120	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(13,000)	(4,925)	(18,000)	(378)	23,682		(13,000)		
<b>305</b>	<b>ALLOTMENTS</b>									
4013	RENT PAID	125	120	125	-125	125	0	125	0	0
4036	PROPERTY MAINTENANCE	500	5,000	500	775	1,500	0	1,600	0	0
4037	GROUNDS MAINTENANCE	500	0	500	0	500	0	500	0	0
4888	O/S STAFF RECHARGE	0	0	1,168	2,331	1,106	0	1,317	0	0
4890	O/S O'HEAD RECHARGE	0	0	107	193	78	0	83	0	0
4892	C/S STAFF RCHG	3,369	3,078	3,456	1,609	3,456	0	4,040	0	0
4893	C/S O'HEAD RCHG	971	974	978	609	1,121	0	1,113	0	0
4896	MTCE STAFF RECHARGE	1,188	693	0	0	0	0	0	0	0
4897	MTCE O'HEAD RECHARGE	116	72	0	0	0	0	0	0	0

**Commented [NW34]:** Includes work to the boundary walls of the closed cemetery, funded from earmarked reserve

**Commented [NW35]:** Allow for £5,000 Holy Trinity closed churchyard (entrance archway)

**Commented [NW36]:** Reduce back to previous level as previously discussed

**Commented [NW37]:** Reflects increased work undertaken on allotments this year - see written report re. treatment of overheads

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**WITNEY TOWN COUNCIL 2024-25**

**Annual Budget - By Committee (Actual YTD Month 6)**

**Note: Revised estimates 2024/25 and estimates 2025/26; Halls, Cemeteries and Allotments Committee 11 November 2024, agenda item 5.**

		<u>Last Year 2023-24</u>		<u>Current Year 2024-25</u>			<u>Next Year 2025-26</u>			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4899	DEPOT REALLOCATION	124	213	213	912	184	0	178	0	0
	<b>Overhead Expenditure</b>	6,893	10,149	7,047	6,304	8,070	0	8,956	0	0
	<b>Movement to/(from) Gen Reserve</b>	(6,893)	(10,149)	(7,047)	(6,304)	(8,070)		(8,956)		
	<b>Halls, Cemeteries &amp; Allotments - Income</b>	255,381	373,451	398,280	211,772	418,933	0	436,577	0	0
	<b>Expenditure</b>	899,770	835,423	944,906	483,758	959,425	0	984,418	0	0
	<b>Net Income over Expenditure</b>	-644,389	-461,972	-546,626	-271,986	-540,492	0	-547,841	0	0
	plus Transfer from EMR	0	10,632	0	46,832	93,664	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(644,389)	(451,340)	(546,626)	(225,154)	(446,828)		(547,841)		
	<b>Total Budget Income</b>	255,381	373,451	398,280	211,772	418,933	0	436,577	0	0
	<b>Expenditure</b>	899,770	835,423	944,906	483,758	959,425	0	984,418	0	0
	<b>Net Income over Expenditure</b>	-644,389	-461,972	-546,626	-271,986	-540,492	0	-547,841	0	0
	plus Transfer from EMR	0	10,632	0	46,832	93,664	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(644,389)	(451,340)	(546,626)	(225,154)	(446,828)		(547,841)		