

Swaffham Town Council
Summary of Receipts and Payments
All Cost Centres and Codes

01 Unearmarked Capital Reser

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
101	Match Funding		1,500.00	1,500.00	2,900.00		2,900.00	4,400.00 (151%)
102	Sale of Assets/Days Field	1,470,000.00		-1,470,000.00				,470,000.00 (-100%)
103	Unallocated Capital							(N/A)
SUB TOTAL		1,470,000.00	1,500.00	-1,468,500.00	2,900.00		2,900.00	1,465,600.00 (-99%)

02 Earmarked Capital Reserve

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
201	Capital - QS Barn Swimming Poi				220,304.00		220,304.00	220,304.00 (100%)
202	Capital - QS Priority D Barn (des				622,520.00		622,520.00	622,520.00 (100%)
203	Grants Received (Orford Road)	72,500.00		-72,500.00				-72,500.00 (-100%)
204	Legal Fees/Professional Advice							(N/A)
205	Market Towns Initiative (MTI) ne							(N/A)
206	Museum Loan	1,393.00		-1,393.00				-1,393.00 (-100%)
207	Orford Road				72,500.00	72,500.00		(0%)
208	Public Toilet Refurbishment (S10				462.00		462.00	462.00 (100%)
209	Public Works Loan - Capital Rec							(N/A)
210	Public Works Loan - Repayment				175,613.00	4,795.28	170,817.72	170,817.72 (97%)
211	Public Works Loan - Resettleme				65,043.00		65,043.00	65,043.00 (100%)
212	Recreation Ground Project Fund				9,280.00		9,280.00	9,280.00 (100%)
213	Section 106 Planning Gain (strex	230,000.00		-230,000.00				-230,000.00 (-100%)
SUB TOTAL		303,893.00		-303,893.00	1,165,722.00	77,295.28	1,088,426.72	784,533.72 (53%)

03 Earmarked Revenue Reser

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
301	Community Support Grants (Car				5,000.00		5,000.00	5,000.00 (100%)
302	Cultural Consortium Projects		22,000.00	22,000.00	21,000.00	5,737.94	15,262.06	37,262.06 (177%)
303	Grants Received Cultural Conso	21,000.00		-21,000.00				-21,000.00 (-100%)
304	Green Britain Centre due diligen							(N/A)
305	Section 106 Planning Gain				179,335.00		179,335.00	179,335.00 (100%)
SUB TOTAL		21,000.00	22,000.00	1,000.00	205,335.00	5,737.94	199,597.06	200,597.06 (88%)

04 Admin & Miscellenous

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
401	Adverts/Publicity/Promotions				275.00		275.00	275.00 (100%)
402	Audit External & Internal				2,750.00	460.00	2,290.00	2,290.00 (83%)
403	Bank Charges				520.00	759.31	-239.31	-239.31 (-46%)
404	Bank Interest	300.00		-300.00				-300.00 (-100%)
405	BrightPay Payroll Software				175.00		175.00	175.00 (100%)
406	CloudyIT Hardware					8,701.76	-8,701.76	-8,701.76 (N/A)

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407 CloudyIT Monthly Fee								(N/A)	
408 Computer Maintenance			5,000.00		3,765.22	1,234.78	1,234.78	(24%)	
409 Councillor Training			500.00			500.00	500.00	(100%)	
410 Councillor Travel Expenses			500.00			500.00	500.00	(100%)	
411 COVID Expenditure			1,500.00			1,500.00	1,500.00	(100%)	
412 General Insurance			5,475.00		6,871.11	-1,396.11	-1,396.11	(-25%)	
413 Health & Safety			1,500.00		43.92	1,456.08	1,456.08	(97%)	
414 HMRC					5,437.21	-5,437.21	-5,437.21	(N/A)	
415 Hospitality			435.00		260.62	174.38	174.38	(40%)	
416 HR Advisory Service			1,700.00		270.00	1,430.00	1,430.00	(84%)	
417 Legal Fees								(N/A)	
418 Memberships/Subscriptions			1,925.00		139.90	1,785.10	1,785.10	(92%)	
419 Office Furniture			500.00			500.00	500.00	(100%)	
422 Photocopier Equipment & Mainte			2,800.00		1,119.76	1,680.24	1,680.24	(60%)	
423 Postage			300.00			300.00	300.00	(100%)	
424 PPE & HI-Viz Clothing			350.00		220.48	129.52	129.52	(37%)	
425 RBS Accounts			965.00		63.00	902.00	902.00	(93%)	
426 Replacing or Upgrade Office Eq			1,000.00		50.82	949.18	949.18	(94%)	
427 Salaries			318,926.00		55,175.90	263,750.10	263,750.10	(82%)	
428 Staff Training			2,000.00		225.00	1,775.00	1,775.00	(88%)	
429 Staff Travel Expenses			800.00			800.00	800.00	(100%)	
430 Stationery	1.50	1.50	400.00		426.74	-26.74	-25.24	(-6%)	
431 Locum Support					1,215.00	-1,215.00	-1,215.00	(N/A)	
4200 PAYE - Tax					5,719.79	-5,719.79	-5,719.79	(N/A)	
4201 PAYE - Employer National Insur					5,101.53	-5,101.53	-5,101.53	(N/A)	
4202 PAYE - Employee National Insur					3,741.98	-3,741.98	-3,741.98	(N/A)	
4210 Pension - Employer contribution					16,706.90	-16,706.90	-16,706.90	(N/A)	
4211 Pension - Employee Contributor					4,740.68	-4,740.68	-4,740.68	(N/A)	
SUB TOTAL			300.00	1.50	-298.50	350,296.00	121,216.63	229,079.37	228,780.87 (65%)

05 Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
501	Allotment Rent	8,982.00	134.81	-8,847.19				-8,847.19 (-98%)
502	General Maintenance				300.00		300.00	300.00 (100%)
503	Repairs/Replacements				160.00	44.99	115.01	115.01 (71%)
504	Waste Collection/Clearance				450.00		450.00	450.00 (100%)
505	Water Rates				2,000.00	285.89	1,714.11	1,714.11 (85%)
506	Allotment Deposits		200.00	200.00		80.00	-80.00	120.00 (N/A)
SUB TOTAL		8,982.00	334.81	-8,647.19	2,910.00	410.88	2,499.12	-6,148.07 (-51%)

06 Amenities & Agency

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
601	Car Charging Points Fees/Usagr	40.00	11.24	-28.76				-28.76 (-71%)
602	Christmas Lights				6,000.00		6,000.00	6,000.00 (100%)
603	Civic Regalia				100.00	65.00	35.00	35.00 (35%)
604	Community Support Grants				1,300.00		1,300.00	1,300.00 (100%)
605	Electric - War Memorial				55.00	20.18	34.82	34.82 (63%)

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606	Electric Town Centre (Buttercross	257.59	257.59	1,000.00	787.24	212.76	470.35 (47%)	
607	General Maintenance			265.00		265.00	265.00 (100%)	
608	Market Place Electric	900.00	-900.00				-900.00 (-100%)	
609	Mayors Allowance			1,250.00	307.95	942.05	942.05 (75%)	
610	Mayors Civic Service			500.00		500.00	500.00 (100%)	
611	Mayors Reception			1,125.00		1,125.00	1,125.00 (100%)	
612	Office Rent - former TIC building	6,215.00	1,422.51	-4,792.49			-4,792.49 (-77%)	
613	Relief in Need Agency Fee						(N/A)	
614	Street Lighting			21,500.00		21,500.00	21,500.00 (100%)	
615	Sundry Expenses						(N/A)	
616	TIC Service Level Agreement			3,195.00	1,065.00	2,130.00	2,130.00 (66%)	
617	Town Centre WiFi			840.00	92.90	747.10	747.10 (88%)	
618	Twinning Bursary			250.00		250.00	250.00 (100%)	
SUB TOTAL		7,155.00	1,691.34	-5,463.66	37,380.00	2,338.27	35,041.73	29,578.07 (66%)

07 Barn Flat

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
701	Electric & Gas				150.00		150.00	150.00 (100%)
702	General Maintenance				250.00		250.00	250.00 (100%)
703	New Equipment				250.00		250.00	250.00 (100%)
704	Rates				710.00	229.90	480.10	480.10 (67%)
705	Waste Collection (Skips)				150.00		150.00	150.00 (100%)
706	Water Rates				150.00		150.00	150.00 (100%)
SUB TOTAL					1,660.00	229.90	1,430.10	1,430.10 (86%)

08 Barn Swimming Pool

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
801	Alarm/CCTV				250.00		250.00	250.00 (100%)
802	Electric & Gas							(N/A)
803	General Maintenance				500.00	4.95	495.05	495.05 (99%)
804	Lease Rental	1.00		-1.00				-1.00 (-100%)
805	Rates							(N/A)
806	Waste Collection (Skips)				750.00		750.00	750.00 (100%)
807	Water Rates							(N/A)
SUB TOTAL		1.00		-1.00	1,500.00	4.95	1,495.05	1,494.05 (99%)

09 Barn Theatre

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
901	Advert/Publicity & Promotions				250.00		250.00	250.00 (100%)
902	Alarm/CCTV				800.00		800.00	800.00 (100%)
903	Asset Review & Barn Feasibility							(N/A)
904	Barn due diligence							(N/A)
905	Barn Project including legal fees							(N/A)
906	Barn Rates				10,000.00	230.00	9,770.00	9,770.00 (97%)

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18 July 2022 (2022 - 2023)

907	Cleaning			100.00		100.00	100.00 (100%)
908	Electric & Gas			500.00	343.26	156.74	156.74 (31%)
909	General Maintenance			500.00		500.00	500.00 (100%)
910	Insurance			520.00		520.00	520.00 (100%)
911	Lease Rental	1.00	-1.00				-1.00 (-100%)
912	QS Priority A High Priority			25,000.00		25,000.00	25,000.00 (100%)
913	Repairs/Replacements			250.00		250.00	250.00 (100%)
914	Telephone Barn Theatre						(N/A)
915	Telephone Broadband			400.00		400.00	400.00 (100%)
916	Toilet/Cleaning Consumables			100.00		100.00	100.00 (100%)
917	Waste Collection (Skips)			250.00		250.00	250.00 (100%)
918	Water Rates			800.00		800.00	800.00 (100%)
SUB TOTAL		1.00	-1.00	39,470.00	573.26	38,896.74	38,895.74 (98%)

10 Cemetery & Churchyard

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1001	Cemetery & Chapel Fees	22,270.00	6,758.75	-15,511.25				-15,511.25 (-69%)
1002	Cemetery & Churchyard Tree Ma				1,500.00		1,500.00	1,500.00 (100%)
1003	Cemetery Waste Removal				1,590.00	193.84	1,396.16	1,396.16 (87%)
1004	Chapel Electricity & Gas				495.00	343.24	151.76	151.76 (30%)
1005	Chapel General Maintenance				500.00	140.94	359.06	359.06 (71%)
1006	Chapel Rates				1,990.00	756.20	1,233.80	1,233.80 (62%)
SUB TOTAL		22,270.00	6,758.75	-15,511.25	6,075.00	1,434.22	4,640.78	-10,870.47 (-38%)

11 Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1101	Car Rally	1,500.00	418.00	-1,082.00				-1,082.00 (-72%)
1102	Christmas Market	15,000.00	300.00	-14,700.00	10,000.00		10,000.00	-4,700.00 (-18%)
1103	Equipment Hire							(N/A)
1104	Queen's Platinum Jubilee		360.50	360.50	2,000.00	1,170.65	829.35	1,189.85 (59%)
1105	Sheep Fayre	100.00		-100.00	400.00	131.90	268.10	168.10 (33%)
1106	Town Flags				500.00	361.22	138.78	138.78 (27%)
1107	VE Day							(N/A)
4212	Orford Road Play Area Launch E					397.13	-397.13	-397.13 (N/A)
SUB TOTAL		16,600.00	1,078.50	-15,521.50	12,900.00	2,060.90	10,839.10	-4,682.40 (-15%)

12 Market

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1201	Early Payment Discount	-2,400.00		2,400.00				2,400.00 (-100%)
1202	Market & Auction Licence	27,900.00		-27,900.00				-27,900.00 (-100%)
1203	Market Casual Trader	3,800.00	1,666.67	-2,133.33				-2,133.33 (-56%)
1204	Market Gazebo Hire	700.00	200.09	-499.91				-499.91 (-71%)
1205	Market Promotion/Advertising		46.43	46.43	1,000.00		1,000.00	1,046.43 (104%)
1206	Market Regular Trader		14,645.08	14,645.08		181.10	-181.10	14,463.98 (N/A)

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18 July 2022 (2022 - 2023)

1207	Market Staff Erect/Dismantle							(N/A)
1208	Market Stall Repair/Replace		525.00			525.00		525.00 (100%)
1209	Membership Subscription NABM		385.00		384.00	1.00		1.00 (0%)
1210	Rates - Market		3,493.00		1,399.00	2,094.00		2,094.00 (59%)
1211	Telephone Market Superintendent		185.00		60.95	124.05		124.05 (67%)
SUB TOTAL		30,000.00	16,558.27	-13,441.73	5,588.00	2,025.05	3,562.95	-9,878.78 (-27%)

13 Open Spaces

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1301	Electric & Gas (Rec)				620.00	96.50	523.50	523.50 (84%)
1302	Floral Displays				810.00	171.15	638.85	638.85 (78%)
1303	General Maintenance				850.00	133.13	716.87	716.87 (84%)
1304	Grounds Maintenance				2,625.00	1,610.47	1,014.53	1,014.53 (38%)
1305	Hedge Cutting				180.00		180.00	180.00 (100%)
1306	Pest Control				450.00	150.00	300.00	300.00 (66%)
1307	Rec Ground Fees	775.00	5.00	-770.00				-770.00 (-99%)
1308	Rec Toilet Maintenance				540.00		540.00	540.00 (100%)
1309	Repairs/Replacements				1,600.00	3.00	1,597.00	1,597.00 (99%)
1310	Repairs/Maintenance				715.00	659.53	55.47	55.47 (7%)
1311	Sports & Play Equipment Repair				1,300.00	131.87	1,168.13	1,168.13 (89%)
1312	Street Furniture - annual mainter				600.00	2,828.00	-2,228.00	-2,228.00 (-371%)
1313	Town Clock annual maintenance				525.00		525.00	525.00 (100%)
1314	Tree Maintenance				1,500.00	375.00	1,125.00	1,125.00 (75%)
1315	Tree Planting Project				500.00		500.00	500.00 (100%)
1316	Waste Collection/Clearance				536.00	349.82	186.18	186.18 (34%)
1317	Water Rates (Rec)				185.00	182.08	2.92	2.92 (1%)
SUB TOTAL		775.00	5.00	-770.00	13,536.00	6,690.55	6,845.45	6,075.45 (42%)

14 Outside Equipment & Vehic

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1401	Fuel Outside Equipment				1,415.00	227.07	1,187.93	1,187.93 (83%)
1402	General Maintenance				270.00	74.58	195.42	195.42 (72%)
1403	Repairs/Replacements				1,500.00		1,500.00	1,500.00 (100%)
1404	Truck & Ride-on Maintenance, Ir				3,965.00	1,220.55	2,744.45	2,744.45 (69%)
1405	Truck Fuel				960.00	454.31	505.69	505.69 (52%)
1406	Truck Lease				4,043.00	1,347.52	2,695.48	2,695.48 (66%)
SUB TOTAL					12,153.00	3,324.03	8,828.97	8,828.97 (72%)

15 Public Toilets

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1501	Consumables				735.00	13.35	721.65	721.65 (98%)
1502	Electricity		195.84	195.84	375.00	792.74	-417.74	-221.90 (-59%)
1503	General Maintenance				265.00		265.00	265.00 (100%)
1504	Repairs/Replacements				500.00	1,903.42	-1,403.42	-1,403.42 (-280%)

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1505 Toilet Disabled Key Purchase	15.00		-15.00				-15.00 (-100%)
1506 Toilets - Non-domestic rates							(N/A)
1507 Waste Collection/Clearance				400.00		400.00	400.00 (100%)
1508 Water Rates				840.00	239.69	600.31	600.31 (71%)
SUB TOTAL	15.00	195.84	180.84	3,115.00	2,949.20	165.80	346.64 (11%)

16 Town Hall

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1601 Alarm/CCTV				4,330.00	13.00	4,317.00	4,317.00 (99%)
1602 Cleaning				330.00		330.00	330.00 (100%)
1603 Electric & Gas				7,400.00	3,627.62	3,772.38	3,772.38 (50%)
1604 General Maintenance				10,000.00	134.12	9,865.88	9,865.88 (98%)
1605 Rates				11,002.00	4,191.00	6,811.00	6,811.00 (61%)
1606 Repairs/Replacements				3,000.00	116.72	2,883.28	2,883.28 (96%)
1607 Telephone		108.70	108.70	2,400.00	932.53	1,467.47	1,576.17 (65%)
1608 Telephone Town Hall		155.87	155.87				155.87 (N/A)
1609 Toilet/Cleaning Consumables				210.00	14.03	195.97	195.97 (93%)
1610 Waste Collection				555.00	112.34	442.66	442.66 (79%)
1611 Water Rates				1,100.00	134.37	965.63	965.63 (87%)
SUB TOTAL		264.57	264.57	40,327.00	9,275.73	31,051.27	31,315.84 (77%)

20 Precept

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2000 Precept	448,500.00	224,250.00	-224,250.00				-224,250.00 (-50%)
SUB TOTAL	448,500.00	224,250.00	-224,250.00				-224,250.00 (-50%)

Summary

NET TOTAL	2,329,492.00	274,638.58	-2,054,853.42	1,900,867.00	235,566.79	1,665,300.21	-389,553.21 (-9%)
V.A.T.		5,215.25			21,260.55		
GROSS TOTAL		279,853.83			256,827.34		