

# 2022-23 MID-YEAR BUDGET MONITORING DETAILED SCHEDULES

# APPENDIX B

## Monthly Finance Report - September 22

Department 23514 - Southwold Harbour  
Service Harbours and Yacht Stations  
Committee Communities, Leisure and Tourism



| 2021/22<br>Outturn                     | Account Code &<br>Description              | 2022/23<br>Original<br>Budget<br>2223B<br>£ | 2022/23<br>Current<br>Budget<br>2223A<br>£ | 2022/23<br>Actuals<br>YTD<br>£ | 2022/23<br>Commitments<br>YTD<br>£ | 2022/23<br>Budget<br>YTD<br>2223A<br>£ | 2022/23<br>Variance<br>YTD<br>£ | Notes  |
|--|--|---|--|--------------------------------|------------------------------------|--|---------------------------------|--|
| £                                      |  |   |  |                                |                                    |  |                                 |  |
| <b>Direct Income &amp; Expenditure</b> |  |   |  |                                |                                    |  |                                 |  |
| <b>Income</b>                          |  |   |  |                                |                                    |  |                                 |  |
| No.                                    | Name                                       |   |  |                                |                                    |  |                                 |  |
| £(33)                                  | 67124 Surplus Eqpt/Plant/Materials         | 0   | 0  | 0                              | 0                                  | 0                                      | 0                               |  |
| £(15,943)                              | 67191 General Vatable Sales 20%            | £(20,000.00)                                | £(20,000.00)                               | £(17,478.00)                   | £0.00                              | £(10,000.00)                           | £(7,478.00)                     | Mooring fees   |
| £(75,394)                              | 67444 Vatable Leisure Activity Fees        | £(74,000.00)                                | £(74,000.00)                               | £(71,764.00)                   | £0.00                              | £(74,000.00)                           | £2,236.00                       | Harbour dues   |
| £(1,700)                               | 67466 Vatable Staff Costs Recovered        | £(800.00)                                   | £(800.00)                                  | £(100.00)                      | £0.00                              | £(400.00)                              | £300.00                         |  |
| £0                                     | 67477 Vatable Energy Costs Recovered 20%   | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £(38,547)                              | 67481 Vatable Energy Costs Recovered 5%    | £(31,400.00)                                | £(31,400.00)                               | £(25,899.00)                   | £0.00                              | £(16,014.00)                           | £(9,885.00)                     | Electricity/diesel sales                                     |
| £223                                   | 67491 General Vatable Fees & Charges       | £0.00                                       | £0.00                                      | £(144.00)                      | £0.00                              | £0.00                                  | £(144.00)                       |  |
| £(1,512)                               | 67615 Exempt Leisure Activity Fees         | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £464                                   | 67751 Cash Over/Short                      | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £(1,500)                               | 67791 General Outside Scope Fees & Charges | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £(9,173)                               | 67815 Vatable Property Lettings            | £(6,000.00)                                 | £(6,000.00)                                | £(4,446.00)                    | £0.00                              | £(3,060.00)                            | £(1,386.00)                     | Storage income. Some income received in advance              |
| £(75,244)                              | 67835 Exempt Property Lettings             | £(60,000.00)                                | £(60,000.00)                               | £(47,226.00)                   | £0.00                              | £(30,000.00)                           | £(17,226.00)                    | Rent Fisherman's huts etc. Income received in advance cf£15k |
| £(3,500)                               | 67838 Exempt Wayleaves & Easements         | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £(221,859)                             | <b>Total Cust &amp; Client Receipts</b>    | £(192,200.00)                               | £(192,200.00)                              | £(167,057.00)                  | £0.00                              | £(133,474.00)                          | £(33,583.00)                    |  |
| £0                                     |  | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £0                                     | <b>Total Grants &amp; Contributions</b>    | £0.00                                       | £0.00                                      | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £(77,502)                              | 68611 Internal Recharges Income            | £(42,000.00)                                | £(42,000.00)                               | £0.00                          | £0.00                              | £0.00                                  | £0.00                           | £42,000 income for lease of land to Caravan Park             |
| £(77,502)                              | <b>Total Recharges/Other Income</b>        | £(42,000.00)                                | £(42,000.00)                               | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |
| £(299,361)                             | <b>TOTAL INCOME</b>                        | £(234,200.00)                               | £(234,200.00)                              | £(167,057.00)                  | £0.00                              | £(133,474.00)                          | £(33,583.00)                    |  |
| <b>Expenditure</b>                     |  |   |  |                                |                                    |  |                                 |  |
| £56,068                                | 71111 Basic Pay                            | £56,600.00                                  | £56,600.00                                 | £27,690.00                     | £0.00                              | £28,300.00                             | £(610.00)                       | Harbour staffing additional hours during peak season         |
| £11,425                                | 71121 Overtime                             | £0.00                                       | £0.00                                      | £4,318.00                      | £0.00                              | £0.00                                  | £4,318.00                       |  |
| £6,836                                 | 71151 Employers National Insurance         | £5,900.00                                   | £5,900.00                                  | £3,448.00                      | £0.00                              | £2,950.00                              | £498.00                         |  |
| £21,943                                | 71161 Employers Superannuation             | £18,100.00                                  | £18,100.00                                 | £10,250.00                     | £0.00                              | £9,050.00                              | £1,200.00                       |  |
| £96,272                                | <b>Total Direct Employee Expenses</b>      | £80,600.00                                  | £80,600.00                                 | £45,706.00                     | £0.00                              | £40,300.00                             | £5,406.00                       |  |
| £4,049                                 | 71312 Recruitment Advertising              | £0.00                                       | £0.00                                      | £517.00                        | £0.00                              | £0.00                                  | £517.00                         |  |
| £400                                   | 71331 Employee Insurances                  | £300.00                                     | £300.00                                    | £0.00                          | £0.00                              | £0.00                                  | £0.00                           |  |

# 2022-23 MID-YEAR BUDGET MONITORING DETAILED SCHEDULES

# APPENDIX B

## Monthly Finance Report - September 22

Department 23514 - Southwold Harbour  
Service Harbours and Yacht Stations  
Committee Communities, Leisure and Tourism



| 2021/22<br>Outturn | Account Code &<br>Description                    | 2022/23<br>Original<br>Budget<br>2223B | 2022/23<br>Current<br>Budget<br>2223A | 2022/23<br>Actuals<br>YTD | 2022/23<br>Commitments<br>YTD | 2022/23<br>Budget<br>YTD<br>2223A | 2022/23<br>Variance<br>YTD | Notes  |
|--------------------|--|--|---------------------------------------|---------------------------|-------------------------------|-----------------------------------|----------------------------|--|
| £                  |  | £                                      | £                                     | £                         | £                             | £                                 | £                          |  |
| <b>£4,449</b>      | <b>Total Other Employee Expenses</b>             | <b>£300.00</b>                         | <b>£300.00</b>                        | <b>£517.00</b>            | <b>£0.00</b>                  | <b>£0.00</b>                      | <b>£517.00</b>             |  |
| £0                 | 72111 Building Services - Planned Maintenance    | £8,600.00                              | £8,600.00                             | £0.00                     | £0.00                         | £4,300.00                         | £(4,300.00)                |  |
| £4,417             | 72114 Building Services - Responsive Maintenance | £10,000.00                             | £10,000.00                            | £1,002.00                 | £0.00                         | £5,000.00                         | £(3,998.00)                |  |
| £795               | 72131 Vandalism                                  | £1,000.00                              | £1,000.00                             | £543.00                   | £0.00                         | £500.00                           | £43.00                     |  |
| £0                 | 72136 Legionella                                 | £0.00                                  | £0.00                                 | £263.00                   | £0.00                         | £0.00                             | £263.00                    |  |
| £4,970             | 72211 Electricity                                | £5,900.00                              | £5,900.00                             | £3,033.00                 | £0.00                         | £2,950.00                         | £83.00                     | Utilities are one month in arrears. Approximately £600 per month                                   |
| £0                 | 72214 Gas  | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| £(4,000)           | 72217 Oil  | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| £0                 | 72311 Rents Payable                              | £1,800.00                              | £1,800.00                             | £0.00                     | £0.00                         | £900.00                           | £(900.00)                  |  |
| £6,802             | 72317 Business Rates                             | £7,000.00                              | £7,000.00                             | £6,552.00                 | £0.00                         | £7,000.00                         | £(448.00)                  |  |
| £816               | 72411 Water                                      | £900.00                                | £900.00                               | £105.00                   | £0.00                         | £450.00                           | £(345.00)                  |  |
| £0                 | 72414 Sewerage Charge                            | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| £448               | 72511 Cleaning Materials                         | £1,200.00                              | £1,200.00                             | £0.00                     | £0.00                         | £600.00                           | £(600.00)                  |  |
| £0                 | 72527 Other Cleaning Services                    | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| £900               | 72711 Fire Insurance                             | £900.00                                | £900.00                               | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| £3,200             | 72817 Other General Premises Expenses            | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| <b>£18,348</b>     | <b>Total Premises Expenses</b>                   | <b>£37,300.00</b>                      | <b>£37,300.00</b>                     | <b>£11,498.00</b>         | <b>£0.00</b>                  | <b>£21,700.00</b>                 | <b>£(10,202.00)</b>        |  |
| £0                 | 73114 Repairs & Service                          | £1,200.00                              | £1,200.00                             | £370.00                   | £0.00                         | £600.00                           | £(230.00)                  | Excess duty charge from HMRC for red diesel  |
| <b>£0</b>          | <b>Total Transport Expenses</b>                  | <b>£1,200.00</b>                       | <b>£1,200.00</b>                      | <b>£370.00</b>            | <b>£0.00</b>                  | <b>£600.00</b>                    | <b>£(230.00)</b>           |  |
| £2,097             | 74111 Health and Safety                          | £13,500.00                             | £13,500.00                            | £2,496.00                 | £2,781.00                     | £6,750.00                         | £(1,473.00)                | Safety railings at fishermans compound, replace cable on hoist, Health & Safety signage at Harbour |
| £998               | 74114 Furniture and Equipment                    | £3,200.00                              | £3,200.00                             | £207.00                   | £0.00                         | £1,600.00                         | £(1,393.00)                |  |
| £2,658             | 74117 Machine Repair & Maintenance               | £2,000.00                              | £2,000.00                             | £521.00                   | £0.00                         | £1,000.00                         | £(479.00)                  |  |
| £30,103            | 74121 Materials For Resale                       | £23,000.00                             | £23,000.00                            | £28,929.00                | £0.00                         | £11,500.00                        | £17,429.00                 | Red diesel stock for resale  |
| £317               | 74213 Clothing & Uniforms                        | £400.00                                | £400.00                               | £101.00                   | £0.00                         | £200.00                           | £(99.00)                   |  |
| £99                | 74335 Internal Printing                          | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |  |
| £320               | 74346 External Printing                          | £0.00                                  | £0.00                                 | £(120.00)                 | £120.00                       | £0.00                             | £0.00                      |  |
| £27                | 74357 Stationery                                 | £300.00                                | £300.00                               | £25.00                    | £0.00                         | £150.00                           | £(125.00)                  |  |
| £384               | 74402 Insurance Premiums                         | £0.00                                  | £0.00                                 | £504.00                   | £0.00                         | £0.00                             | £504.00                    |  |
| £0                 | 74414 Consultants                                | £0.00                                  | £0.00                                 | £160.00                   | £0.00                         | £0.00                             | £160.00                    |  |
| £619               | 74425 Legal Fees                                 | £0.00                                  | £0.00                                 | £4,000.00                 | £0.00                         | £0.00                             | £4,000.00                  | MMO - Harbour Revision Order application fee   |
| £2,116             | 74491 Bank Fees                                  | £0.00                                  | £0.00                                 | £773.00                   | £0.00                         | £0.00                             | £773.00                    |  |
| £0                 | 74492 Other Ext Provided Services                | £0.00                                  | £0.00                                 | £0.00                     | £388.00                       | £0.00                             | £388.00                    | Removal of waste oil   |
| £15                | 74515 Postages                                   | £600.00                                | £600.00                               | £19.00                    | £0.00                         | £300.00                           | £(281.00)                  |  |
| £433               | 74526 Telephone Calls/Data/Broadband             | £1,200.00                              | £1,200.00                             | £167.00                   | £0.00                         | £600.00                           | £(433.00)                  |  |

# 2022-23 MID-YEAR BUDGET MONITORING DETAILED SCHEDULES

# APPENDIX B

## Monthly Finance Report - September 22

Department 23514 - Southwold Harbour  
Service Harbours and Yacht Stations  
Committee Communities, Leisure and Tourism



| 2021/22<br>Outturn | Account Code &<br>Description              | 2022/23<br>Original<br>Budget<br>2223B | 2022/23<br>Current<br>Budget<br>2223A | 2022/23<br>Actuals<br>YTD | 2022/23<br>Commitments<br>YTD | 2022/23<br>Budget<br>YTD<br>2223A | 2022/23<br>Variance<br>YTD | Notes                                       |
|--------------------|--|--|---------------------------------------|---------------------------|-------------------------------|-----------------------------------|----------------------------|---|
| £                  |  | £                                      | £                                     | £                         | £                             | £                                 | £                          |   |
| £392               | 74548 Hardware Maintenance                 | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      | CCTV maintenance & Broadband charges        |
| £1,481             | 74570 Software Maintenance                 | £0.00                                  | £0.00                                 | £780.00                   | £0.00                         | £0.00                             | £780.00                    |   |
| £135               | 74717 Subsistence                          | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |   |
| £0                 | 74811 Grants & Contributions Expenditure   | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |   |
| £0                 | 74992 Miscellaneous Other Services         | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |   |
| <b>£42,194</b>     | <b>Total Supplies &amp; Services</b>       | <b>£44,200.00</b>                      | <b>£44,200.00</b>                     | <b>£38,562.00</b>         | <b>£3,289.00</b>              | <b>£22,100.00</b>                 | <b>£19,751.00</b>          |   |
| £0                 |  | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |   |
| <b>£0</b>          | <b>Total Third Party Payments</b>          | <b>£0.00</b>                           | <b>£0.00</b>                          | <b>£0.00</b>              | <b>£0.00</b>                  | <b>£0.00</b>                      | <b>£0.00</b>               |   |
| £0                 |  | £0.00                                  | £0.00                                 | £0.00                     | £0.00                         | £0.00                             | £0.00                      |   |
| <b>£0</b>          | <b>Total Transfer Payments</b>             | <b>£0.00</b>                           | <b>£0.00</b>                          | <b>£0.00</b>              | <b>£0.00</b>                  | <b>£0.00</b>                      | <b>£0.00</b>               |   |
| £9,500             | 78611 Internal Recharges                   | £9,500.00                              | £9,500.00                             | £0.00                     | £0.00                         | £0.00                             | £0.00                      | Cleaning of the Harbour Public Conveniences |
| <b>£9,500</b>      | <b>Total Recharges/Other expenditure</b>   | <b>£9,500.00</b>                       | <b>£9,500.00</b>                      | <b>£0.00</b>              | <b>£0.00</b>                  | <b>£0.00</b>                      | <b>£0.00</b>               |   |
| <b>£170,763</b>    | <b>TOTAL DIRECT EXPENDITURE</b>            | <b>£173,100.00</b>                     | <b>£173,100.00</b>                    | <b>£96,653.00</b>         | <b>£3,289.00</b>              | <b>£84,700.00</b>                 | <b>£15,242.00</b>          |   |
| <b>£(128,598)</b>  | <b>TOTAL DIRECT INCOME AND EXPENDITURE</b> | <b>£(61,100.00)</b>                    | <b>£(61,100.00)</b>                   | <b>£(70,404.00)</b>       | <b>£3,289.00</b>              | <b>£(48,774.00)</b>               | <b>£(18,341.00)</b>        |   |
| £32,300            | 77407 Support Charges                      | £2,400.00                              | £2,400.00                             | £0.00                     | £0.00                         | £0.00                             | £0.00                      | Internal support services costs             |
| <b>£32,300</b>     | <b>Total Support Services</b>              | <b>£2,400.00</b>                       | <b>£2,400.00</b>                      | <b>£0.00</b>              | <b>£0.00</b>                  | <b>£0.00</b>                      | <b>£0.00</b>               |   |

# 2022-23 MID-YEAR BUDGET MONITORING DETAILED SCHEDULES

# APPENDIX B

## Monthly Finance Report - September 22

Department 23707 - Southwold Caravan and Camping Site  
Service Caravan and Camping Sites  
Committee Communities, Leisure and Tourism



| 92<br>Outturn                          |  | 2022/23<br>Original<br>2223B | 2022/23<br>Current<br>2223A | 2022/23<br>Actuals | 2022/23<br>Commitments | 2022/23<br>Budget<br>2223A | 2022/23<br>Variance | 2022/23<br>Variance | Notes   |
|--|--|------------------------------|-----------------------------|--------------------|------------------------|----------------------------|---------------------|---------------------|---|
| £                                      |  | £                            | £                           | £                  | £                      | £                          | £                   | %                   |   |
| <b>Direct Income &amp; Expenditure</b> |  |                              |                             |                    |                        |                            |                     |                     |   |
| <b>Income</b>                          |  |                              |                             |                    |                        |                            |                     |                     |   |
| No.                                    | Name                                       |                              |                             |                    |                        |                            |                     |                     |   |
| £(155)                                 | 67191 General Vatable Sales 20%            | £0.00                        | £0.00                       | £(44.00)           | £0.00                  | £0.00                      | £(44.00)            | 0%                  | Vatable rated shop sales  |
| £(8,409)                               | 67194 General Vatable Sales 5%             | £(9,000.00)                  | £(9,000.00)                 | £(4,714.00)        | £0.00                  | £(4,500.00)                | £(214.00)           | 5%                  | Gas sales   |
| £0                                     | 67292 General Zero Rated Sales             | £0.00                        | £0.00                       | £(650.00)          | £0.00                  | £0.00                      | £(650.00)           | 0%                  | Zero rated shop sales   |
| £0                                     | 67393 General Exempt Sales                 | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0                                     | 67444 Vatable Leisure Activity Fees        | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £(3,217)                               | 67491 General Vatable Fees & Charges       | £(3,200.00)                  | £(3,200.00)                 | £(2,402.00)        | £0.00                  | £(1,600.00)                | £(802.00)           | 50%                 | Battery charging  |
| £0                                     | 67691 Exempt General Fees & Charges        | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0                                     | 67751 Cash Over/Short                      | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0                                     | 67791 General Outside Scope Fees & Charges | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £(548,594)                             | 67811 Vatable Land Rents                   | £(592,000.00)                | £(592,000.00)               | £(548,416.00)      | £0.00                  | £(592,000.00)              | £43,584.00          | (7)%                | 2022-23 Static caravan income £268,686, Touring pitch income £279,730 2021-22 Static caravan income £217,663, Touring pitch income £332,992 |
| £0                                     | 67813 Vatable Land Rents 5%                | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £(560,375)                             | <b>Total Cust &amp; Client Receipts</b>    | £(604,200.00)                | £(604,200.00)               | £(556,226.00)      | £0.00                  | £(598,100.00)              | £41,874.00          | (7)%                |   |
| £0                                     |  | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0                                     | <b>Total Grants &amp; Contributions</b>    | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £(142,303)                             | 68611 Internal Recharges Income            | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £(142,303)                             | <b>Total Recharges/Other Income</b>        | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £(702,678)                             | <b>TOTAL INCOME</b>                        | £(604,200.00)                | £(604,200.00)               | £(556,226.00)      | £0.00                  | £(598,100.00)              | £41,874.00          | (7)%                |   |
| <b>Expenditure</b>                     |  |                              |                             |                    |                        |                            |                     |                     |   |
| £79,067                                | 71111 Basic Pay                            | £127,600.00                  | £127,600.00                 | £43,112.00         | £0.00                  | £63,800.00                 | £(20,688.00)        | (32)%               | Vacant post   |
| £0                                     | 71121 Overtime                             | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £6,029                                 | 71151 Employers National Insurance         | £12,600.00                   | £12,600.00                  | £3,750.00          | £0.00                  | £6,300.00                  | £(2,550.00)         | (40)%               |   |
| £25,793                                | 71161 Employers Superannuation             | £40,800.00                   | £40,800.00                  | £13,805.00         | £0.00                  | £20,400.00                 | £(6,595.00)         | (32)%               |   |
| £49,796                                | 71171 Contract Staff                       | £20,000.00                   | £20,000.00                  | £35,272.00         | £1,248.00              | £10,000.00                 | £26,520.00          | 265%                | Profiling needs updating - 95% of cost is in the peak season. Contract cleaners and security staff  |
| £160,685                               | <b>Total Direct Employee Expenses</b>      | £201,000.00                  | £201,000.00                 | £95,939.00         | £1,248.00              | £100,500.00                | £(3,313.00)         | (3)%                |   |
| £500                                   | 71331 Employee Insurances                  | £800.00                      | £800.00                     | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |

# 2022-23 MID-YEAR BUDGET MONITORING DETAILED SCHEDULES

# APPENDIX B

## Monthly Finance Report - September 22

Department 23707 - Southwold Caravan and Camping Site  
Service Caravan and Camping Sites  
Committee Communities, Leisure and Tourism



| 92<br>Outturn   |  | 2022/23<br>Original<br>2223B | 2022/23<br>Current<br>2223A | 2022/23<br>Actuals | 2022/23<br>Commitments | 2022/23<br>Budget<br>2223A | 2022/23<br>Variance | 2022/23<br>Variance | Notes   |
|-----------------|--|------------------------------|-----------------------------|--------------------|------------------------|----------------------------|---------------------|---------------------|---|
| £               |  | £                            | £                           | £                  | £                      | £                          | £                   | %                   |   |
| <b>£500</b>     | <b>Total Other Employee Expenses</b>             | <b>£800.00</b>               | <b>£800.00</b>              | <b>£0.00</b>       | <b>£0.00</b>           | <b>£0.00</b>               | <b>£0.00</b>        | <b>0%</b>           |   |
| £6,912          | 72111 Building Services - Planned Maintenance    | £1,500.00                    | £1,500.00                   | £2,141.00          | £0.00                  | £750.00                    | £1,391.00           | 185%                | Ramp for toilet block   |
| £35,170         | 72114 Building Services - Responsive Maintenance | £25,000.00                   | £25,000.00                  | £13,501.00         | £1,032.00              | £12,500.00                 | £2,033.00           | 16%                 | Toilets/showers/painting - repairs  |
| £0              | 72131 Vandalism                                  | £1,000.00                    | £1,000.00                   | £65.00             | £0.00                  | £500.00                    | £(435.00)           | (87)%               |   |
| £756            | 72136 Legionella                                 | £0.00                        | £0.00                       | £410.00            | £0.00                  | £0.00                      | £410.00             | 0%                  |   |
| £20,371         | 72211 Electricity                                | £54,300.00                   | £54,300.00                  | £25,190.00         | £0.00                  | £27,150.00                 | £(1,960.00)         | (7)%                | Utilities are one month in arrears. Utilities average £1.5k per month   |
| £3,328          | 72214 Gas  | £8,600.00                    | £8,600.00                   | £3,973.00          | £492.00                | £4,300.00                  | £165.00             | 4%                  |   |
| £40,192         | 72317 Business Rates                             | £41,400.00                   | £41,400.00                  | £40,192.00         | £0.00                  | £41,400.00                 | £(1,208.00)         | (3)%                |   |
| £9,713          | 72411 Water                                      | £11,400.00                   | £11,400.00                  | £5,511.00          | £0.00                  | £5,700.00                  | £(189.00)           | (3)%                |   |
| £(785)          | 72414 Sewerage Charge                            | £100.00                      | £100.00                     | £0.00              | £0.00                  | £50.00                     | £(50.00)            | (100)%              |   |
| £5,269          | 72511 Cleaning Materials                         | £5,000.00                    | £5,000.00                   | £4,756.00          | £1,409.00              | £2,500.00                  | £3,665.00           | 147%                | Budget profile needs updating as 95% of the spend is in the season  |
| £0              | 72521 Refuse Collection                          | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0              | 72527 Other Cleaning Services                    | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0              | 72612 Grounds Maintenance - Variations           | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £8,869          | 72617 Grounds Maintenance - Other                | £3,000.00                    | £3,000.00                   | £2,199.00          | £270.00                | £1,500.00                  | £969.00             | 65%                 | Budget profile needs updating as 95% of the spend is in the season  |
| £500            | 72711 Fire Insurance                             | £600.00                      | £600.00                     | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £0              | 72712 Engineering Insurance                      | £200.00                      | £200.00                     | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| <b>£130,295</b> | <b>Total Premises Expenses</b>                   | <b>£152,100.00</b>           | <b>£152,100.00</b>          | <b>£97,938.00</b>  | <b>£3,203.00</b>       | <b>£96,350.00</b>          | <b>£4,791.00</b>    | <b>5%</b>           |   |
| £135            | 73111 Fuel                                       | £100.00                      | £100.00                     | £91.00             | £0.00                  | £50.00                     | £41.00              | 82%                 | Fuel for grass cutter, and other petrol tools like strimmers  |
| £0              | 73114 Repairs & Service                          | £1,200.00                    | £1,200.00                   | £0.00              | £0.00                  | £600.00                    | £(600.00)           | 0%                  |   |
| £0              | 73222 Car Allowances - Lump Sum                  | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| <b>£135</b>     | <b>Total Transport Expenses</b>                  | <b>£1,300.00</b>             | <b>£1,300.00</b>            | <b>£91.00</b>      | <b>£0.00</b>           | <b>£650.00</b>             | <b>£(559.00)</b>    | <b>(86)%</b>        |   |
| £7,642          | 74111 Health and Safety                          | £15,000.00                   | £15,000.00                  | £7,000.00          | £1,951.00              | £7,500.00                  | £1,451.00           | 19%                 | Traffic cones, replaced broken man hole & drain cover, various signs, H&S works around site, single hand rails for shower block, lights, CCTV |
| £4,454          | 74114 Furniture and Equipment                    | £3,200.00                    | £3,200.00                   | £2,163.00          | £0.00                  | £1,600.00                  | £563.00             | 35%                 |   |
| £3,483          | 74117 Machine Repair & Maintenance               | £2,000.00                    | £2,000.00                   | £1,038.00          | £0.00                  | £1,000.00                  | £38.00              | 4%                  |   |
| £6,316          | 74121 Materials For Resale                       | £17,000.00                   | £17,000.00                  | £5,691.00          | £925.00                | £8,500.00                  | £(1,884.00)         | (22)%               | Further significant spend is not likely as now through the peak season  |
| £0              | 74127 General Purchases                          | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £3,254          | 74131 Equipment Hire                             | £2,200.00                    | £2,200.00                   | £1,618.00          | £0.00                  | £1,100.00                  | £518.00             | 47%                 |   |
| £333            | 74213 Clothing & Uniforms                        | £600.00                      | £600.00                     | £427.00            | £19.00                 | £300.00                    | £146.00             | 49%                 |   |
| £329            | 74335 Internal Printing                          | £0.00                        | £0.00                       | £21.00             | £0.00                  | £0.00                      | £21.00              | 0%                  |   |
| £792            | 74346 External Printing                          | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £750            | 74357 Stationery                                 | £2,000.00                    | £2,000.00                   | £906.00            | £0.00                  | £1,000.00                  | £(94.00)            | (9)%                |   |
| £0              | 74391 Other Office Expenses                      | £0.00                        | £0.00                       | £0.00              | £0.00                  | £0.00                      | £0.00               | 0%                  |   |
| £1,050          | 74414 Consultants                                | £0.00                        | £0.00                       | £160.00            | £0.00                  | £0.00                      | £160.00             | 0%                  |   |
| £245            | 74491 Bank Fees                                  | £0.00                        | £0.00                       | £990.00            | £0.00                  | £0.00                      | £990.00             | 0%                  |   |
| £31,268         | 74492 Other Ext Provided Services                | £1,500.00                    | £1,500.00                   | £0.00              | £0.00                  | £750.00                    | £(750.00)           | (100)%              |   |
| £0              | 74515 Postages                                   | £500.00                      | £500.00                     | £0.00              | £0.00                  | £250.00                    | £(250.00)           | (100)%              |   |
| £1,163          | 74526 Telephone Calls/Data/Broadband             | £1,200.00                    | £1,200.00                   | £429.00            | £0.00                  | £600.00                    | £(171.00)           | (29)%               |   |

# 2022-23 MID-YEAR BUDGET MONITORING DETAILED SCHEDULES

# APPENDIX B

## Monthly Finance Report - September 22

Department 23707 - Southwold Caravan and Camping Site  
Service Caravan and Camping Sites  
Committee Communities, Leisure and Tourism



| 92<br>Outturn     |  | 2022/23<br>Original<br>2223B | 2022/23<br>Current<br>2223A | 2022/23<br>Actuals   | 2022/23<br>Commitments | 2022/23<br>Budget<br>2223A | 2022/23<br>Variance | 2022/23<br>Variance | Notes  |
|-------------------|--|------------------------------|-----------------------------|----------------------|------------------------|----------------------------|---------------------|---------------------|--|
| £                 |  | £                            | £                           | £                    | £                      | £                          | £                   | %                   |  |
| £0 74537          | Hardware Purchases                         | £0.00                        | £0.00                       | £157.00              | £0.00                  | £0.00                      | £157.00             | 0%                  |  |
| £285 74548        | Hardware Maintenance                       | £0.00                        | £0.00                       | £0.00                | £0.00                  | £0.00                      | £0.00               | 0%                  |  |
| £4 74559          | Software Purchases                         | £0.00                        | £0.00                       | £0.00                | £0.00                  | £0.00                      | £0.00               | 0%                  |  |
| £0 74923          | Advertising                                | £0.00                        | £0.00                       | £775.00              | £0.00                  | £0.00                      | £775.00             | 0%                  | Advert for Co-opting member of HMC                               |
| <b>£61,368</b>    | <b>Total Supplies &amp; Services</b>       | <b>£45,200.00</b>            | <b>£45,200.00</b>           | <b>£21,375.00</b>    | <b>£2,895.00</b>       | <b>£22,600.00</b>          | <b>£1,670.00</b>    | <b>7%</b>           |  |
| £0                |  | £0.00                        | £0.00                       | £0.00                | £0.00                  | £0.00                      | £0.00               | 0%                  |  |
| <b>£0</b>         | <b>Total Third Party Payments</b>          | <b>£0.00</b>                 | <b>£0.00</b>                | <b>£0.00</b>         | <b>£0.00</b>           | <b>£0.00</b>               | <b>£0.00</b>        | <b>0%</b>           |  |
| £330 76131        | Settlement Of Complaints                   | £0.00                        | £0.00                       | £0.00                | £0.00                  | £0.00                      | £0.00               | 0%                  |  |
| <b>£330</b>       | <b>Total Transfer Payments</b>             | <b>£0.00</b>                 | <b>£0.00</b>                | <b>£0.00</b>         | <b>£0.00</b>           | <b>£0.00</b>               | <b>£0.00</b>        | <b>0%</b>           |  |
| £42,289 78611     | Internal Recharges                         | £42,000.00                   | £42,000.00                  | £0.00                | £0.00                  | £0.00                      | £0.00               | 0%                  | Recharge from the Southwold Harbour Department for lease of land |
| <b>£42,289</b>    | <b>Total Recharges/Other expenditure</b>   | <b>£42,000.00</b>            | <b>£42,000.00</b>           | <b>£0.00</b>         | <b>£0.00</b>           | <b>£0.00</b>               | <b>£0.00</b>        | <b>0%</b>           |  |
| <b>£395,602</b>   | <b>TOTAL DIRECT EXPENDITURE</b>            | <b>£442,400.00</b>           | <b>£442,400.00</b>          | <b>£215,343.00</b>   | <b>£7,346.00</b>       | <b>£220,100.00</b>         | <b>£2,589.00</b>    | <b>1%</b>           |  |
| <b>£(307,076)</b> | <b>TOTAL DIRECT INCOME AND EXPENDITURE</b> | <b>£(161,800.00)</b>         | <b>£(161,800.00)</b>        | <b>£(340,883.00)</b> | <b>£7,346.00</b>       | <b>£(378,000.00)</b>       | <b>£44,463.00</b>   | <b>(12)%</b>        |  |
| £73,500 77407     | Support Charges                            | £79,300.00                   | £79,300.00                  | £0.00                | £0.00                  | £0.00                      | £0.00               | 0%                  | Internal support services costs                                  |
| <b>£73,500</b>    | <b>Total Support Services</b>              | <b>£79,300.00</b>            | <b>£79,300.00</b>           | <b>£0.00</b>         | <b>£0.00</b>           | <b>£0.00</b>               | <b>£0.00</b>        | <b>0%</b>           |  |