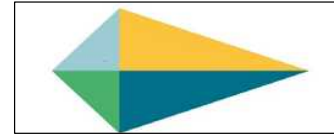


Monthly Finance Report - December 22



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

2021/22 Outturn	Account Code & Description	2022/23 Original Budget 2223B	2022/23 Actuals YTD	2022/23 Commitments YTD	2022/23 Budget YTD 2223A	2022/23 Variance YTD	Notes
£		£	£	£	£	£	
Direct Income & Expenditure							
Income							
£(33)	Surplus Eqpt/Plant/Materials	0	0	0	0	0	
£(15,943)	General Vatable Sales 20%	£(20,000.00)	£(21,568.00)	£0.00	£(15,000.00)	£(6,568.00)	Mooring fees
£(75,394)	Vatable Leisure Activity Fees	£(74,000.00)	£(72,576.00)	£0.00	£(74,000.00)	£1,424.00	Harbour dues
£(1,700)	Vatable Staff Costs Recovered	£(800.00)	£(500.00)	£0.00	£(600.00)	£100.00	
£0	Vatable Energy Costs Recovered 20%	£0.00	£0.00	£0.00	£0.00	£0.00	
£(38,547)	Vatable Energy Costs Recovered 5%	£(31,400.00)	£(31,398.00)	£0.00	£(19,782.00)	£(11,616.00)	Electricity/diesel sales
£223	General Vatable Fees & Charges	£0.00	£(542.00)	£0.00	£0.00	£(542.00)	
£(1,512)	Exempt Leisure Activity Fees	£0.00	£(1,000.00)	£0.00	£0.00	£(1,000.00)	
£464	Cash Over/Short	£0.00	£24.00	£0.00	£0.00	£24.00	
£(1,500)	General Outside Scope Fees & Charges	£0.00	£0.00	£0.00	£0.00	£0.00	
£(9,173)	Vatable Property Lettings	£(6,000.00)	£(6,108.00)	£0.00	£(3,780.00)	£(2,328.00)	Storage income. Some income received in advance
£(75,244)	Exempt Property Lettings	£(60,000.00)	£(55,163.00)	£0.00	£(45,000.00)	£(10,163.00)	Rent Fisherman's huts etc. Income received in advance cf18k
£(3,500)	Exempt Wayleaves & Easements	£0.00	£0.00	£0.00	£0.00	£0.00	
£(221,859)	Total Cust & Client Receipts	£(192,200.00)	£(188,831.00)	£0.00	£(158,162.00)	£(30,669.00)	
£(77,502)	Internal Recharges Income	£(42,000.00)	£0.00	£0.00	£0.00	£0.00	£42,000 income for lease of land to Caravan Park
£(77,502)	Total Recharges/Other Income	£(42,000.00)	£0.00	£0.00	£0.00	£0.00	
£(299,361)	TOTAL INCOME	£(234,200.00)	£(188,831.00)	£0.00	£(158,162.00)	£(30,669.00)	
Expenditure							
£56,068	Basic Pay	£56,600.00	£44,421.75	£0.00	£42,450.00	£1,971.75	Harbour staffing additional hours during peak season
£11,425	Overtime	£0.00	£6,609.38	£0.00	£0.00	£6,609.38	
£6,836	Employers National Insurance	£5,900.00	£5,532.75	£0.00	£4,425.00	£1,107.75	
£21,943	Employers Superannuation	£18,100.00	£16,338.38	£0.00	£13,575.00	£2,763.38	
£96,272	Total Direct Employee Expenses	£80,600.00	£72,902.25	£0.00	£60,450.00	£12,452.25	
£4,049	Recruitment Advertising	£0.00	£1,268.00	£0.00	£0.00	£1,268.00	

Monthly Finance Report - December 22

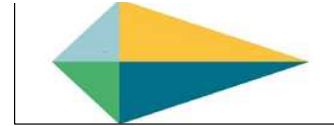
Department 23514 - Southwold Harbour
 Service Harbours and Yacht Stations
 Committee Communities, Leisure and Tourism



2021/22 Outturn	Account Code & Description	2022/23 Original Budget 2223B	2022/23 Actuals YTD	2022/23 Commitments YTD	2022/23 Budget YTD 2223A	2022/23 Variance YTD	Notes
£		£	£	£	£	£	
£0	Technical Training	£0.00	£620.00	£0.00	£0.00	£620.00	
£400	Employee Insurances	£300.00	£0.00	£0.00	£0.00	£0.00	
£4,449	Total Other Employee Expenses	£300.00	£1,888.00	£0.00	£0.00	£1,888.00	
£0	Building Services - Planned Maintenance	£8,600.00	£0.00	£0.00	£6,450.00	£(6,450.00)	
£4,417	Building Services - Responsive Maintenance	£10,000.00	£1,002.00	£8,515.00	£7,500.00	£2,017.00	
£795	Vandalism	£1,000.00	£1,083.00	£0.00	£750.00	£333.00	
£0	Legionella	£0.00	£460.00	£0.00	£0.00	£460.00	
£4,970	Electricity	£5,900.00	£3,246.00	£0.00	£4,425.00	£(1,179.00)	Utilities are one month in arrears. Approximately £600 per month
£0	Gas	£0.00	£0.00	£0.00	£0.00	£0.00	
£(4,000)	Oil	£0.00	£0.00	£0.00	£0.00	£0.00	
£0	Rents Payable	£1,800.00	£0.00	£0.00	£1,350.00	£(1,350.00)	
£6,802	Business Rates	£7,000.00	£6,784.00	£0.00	£7,000.00	£(216.00)	
£816	Water	£900.00	£161.00	£0.00	£575.00	£(414.00)	
£0	Sewerage Charge	£0.00	£0.00	£0.00	£0.00	£0.00	
£448	Cleaning Materials	£1,200.00	£0.00	£0.00	£900.00	£(900.00)	
£0	Minor Improvements	£0.00	£854.00	£0.00	£0.00	£854.00	
£900	Fire Insurance	£900.00	£0.00	£0.00	£0.00	£0.00	
£3,200	Other General Premises Expenses	£0.00	£0.00	£0.00	£0.00	£0.00	
£18,348	Total Premises Expenses	£37,300.00	£13,590.00	£8,515.00	£28,950.00	£(6,845.00)	
£0	Repairs & Service	£1,200.00	£916.00	£0.00	£900.00	£16.00	Excess duty charge from HMRC for red diesel
£0	Total Transport Expenses	£1,200.00	£916.00	£0.00	£900.00	£16.00	
£2,097	Health and Safety	£13,500.00	£6,778.00	£1,044.00	£10,125.00	£(2,303.00)	Safety railings at fishermen's compound, replace cable on hoist, Health & Safety signage at Harbour
£998	Furniture and Equipment	£3,200.00	£290.00	£0.00	£2,400.00	£(2,110.00)	
£2,658	Machine Repair & Maintenance	£2,000.00	£1,187.00	£300.00	£1,500.00	£(13.00)	Red diesel stock for resale
£30,103	Materials For Resale	£23,000.00	£28,929.00	£0.00	£17,250.00	£11,679.00	
£317	Clothing & Uniforms	£400.00	£146.00	£0.00	£300.00	£(154.00)	
£99	Internal Printing	£0.00	£0.00	£0.00	£0.00	£0.00	
£320	External Printing	£0.00	£(120.00)	£120.00	£0.00	£0.00	
£27	Stationery	£300.00	£25.00	£0.00	£225.00	£(200.00)	
£384	Insurance Premiums	£0.00	£504.00	£0.00	£0.00	£504.00	
£0	Consultants	£0.00	£5,200.00	£0.00	£0.00	£5,200.00	Estuary studies

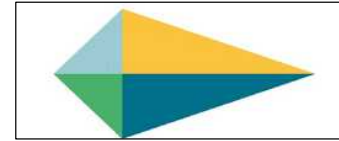
Monthly Finance Report - December 22

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



2021/22 Outturn	Account Code & Description	2022/23 Original Budget 2223B	2022/23 Actuals YTD	2022/23 Commitments YTD	2022/23 Budget YTD 2223A	2022/23 Variance YTD	Notes
£		£	£	£	£	£	
£619	Legal Fees	£0.00	£4,000.00	£0.00	£0.00	£4,000.00	MMO - Harbour Revision Order application fee
£2,116	Bank Fees	£0.00	£1,197.00	£0.00	£0.00	£1,197.00	
£0	Other Ext Provided Services	£0.00	£548.00	£0.00	£0.00	£548.00	Removal of waste oil
£15	Postages	£600.00	£24.00	£0.00	£450.00	£(426.00)	
£433	Telephone Calls/Data/Broadband	£1,200.00	£245.00	£0.00	£900.00	£(655.00)	CCTV maintenance & Broadband charges
£392	Hardware Maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	
£1,481	Software Maintenance	£0.00	£875.00	£0.00	£0.00	£875.00	
£135	Subsistence	£0.00	£0.00	£0.00	£0.00	£0.00	
£0	Grants & Contributions Expenditure	£0.00	£0.00	£0.00	£0.00	£0.00	
£0	Miscellaneous Other Services	£0.00	£0.00	£60.00	£0.00	£60.00	
£42,194	Total Supplies & Services	£44,200.00	£49,828.00	£1,524.00	£33,150.00	£18,202.00	
£9,500	Internal Recharges	£9,500.00	£0.00	£0.00	£0.00	£0.00	Cleaning of the Harbour Public Conveniences
£9,500	Total Recharges/Other expenditure	£9,500.00	£0.00	£0.00	£0.00	£0.00	
£170,763	TOTAL DIRECT EXPENDITURE	£173,100.00	£139,124.25	£10,039.00	£123,450.00	£25,713.25	
£(128,598)	TOTAL DIRECT INCOME AND EXPENDITURE	£(61,100.00)	£(49,706.75)	£10,039.00	£(34,712.00)	£(4,955.75)	
£32,300	Support Charges	£2,400.00	£0.00	£0.00	£0.00	£0.00	
£32,300	Total Support Services	£2,400.00	£0.00	£0.00	£0.00	£0.00	

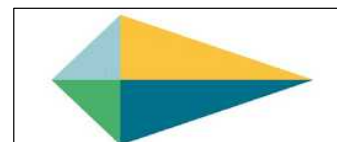
Monthly Finance Report - December 22



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

2021/22 Outturn		2022/23 Original 2223B	2022/23 Actuals YTD	2022/23 Commitments YTD	2022/23 Budget YTD	2022/23 Variance YTD	Notes
£		£	£	£	£	£	
Direct Income & Expenditure							
Income							
No.	Name						
£(155) 67191	General Vatable Sales 20%	£0.00	£(71.00)	£0.00	£0.00	£(71.00)	Vatable rated shop sales
£(8,409) 67194	General Vatable Sales 5%	£(9,000.00)	£(6,136.00)	£0.00	£(6,750.00)	£614.00	Gas sales
£0 67292	General Zero Rated Sales	£0.00	£(778.00)	£0.00	£0.00	£(778.00)	Zero rated shop sales
£0 67393	General Exempt Sales	£0.00	£0.00	£0.00	£0.00	£0.00	
£0 67444	Vatable Leisure Activity Fees	£0.00	£0.00	£0.00	£0.00	£0.00	
£(3,217) 67491	General Vatable Fees & Charges	£(3,200.00)	£(2,774.00)	£0.00	£(2,400.00)	£(374.00)	Battery charging
£0 67691	Exempt General Fees & Charges	£0.00	£0.00	£0.00	£0.00	£0.00	
£0 67751	Cash Over/Short	£0.00	£0.00	£0.00	£0.00	£0.00	
£0 67791	General Outside Scope Fees & Charges	£0.00	£0.00	£0.00	£0.00	£0.00	
£(548,594) 67811	Vatable Land Rents	£(592,000.00)	£(618,286.21)	£0.00	£(592,000.00)	£(26,286.21)	2022-23 Static caravan income £290,877, Touring pitch income £327,409 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	
£(560,375)	Total Cust & Client Receipts	£(604,200.00)	£(628,045.21)	£0.00	£(601,150.00)	£(26,895.21)	
£(142,303) 68611	Internal Recharges Income	£0.00	£0.00	£0.00	£0.00	£0.00	
£(142,303)	Total Recharges/Other Income	£0.00	£0.00	£0.00	£0.00	£0.00	
£(702,678)	TOTAL INCOME	£(604,200.00)	£(628,045.21)	£0.00	£(601,150.00)	£(26,895.21)	
Expenditure							
£79,067 71111	Basic Pay	£127,600.00	£78,996.38	£0.00	£95,700.00	£(16,703.63)	Vacant post (part year)
£0 71121	Overtime	£0.00	£0.00	£0.00	£0.00	£0.00	
£6,029 71151	Employers National Insurance	£12,600.00	£7,355.25	£0.00	£9,450.00	£(2,094.75)	
£25,793 71161	Employers Superannuation	£40,800.00	£25,288.88	£0.00	£30,600.00	£(5,311.13)	
£49,796 71171	Contract Staff	£20,000.00	£50,947.88	£60.00	£15,000.00	£36,007.88	95% of cost is in the peak season. Contract cleaners and security staff
£160,685	Total Direct Employee Expenses	£201,000.00	£162,588.38	£60.00	£150,750.00	£11,898.38	

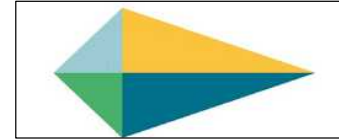
Monthly Finance Report - December 22



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

2021/22 Outturn		2022/23 Original 2223B	2022/23 Actuals YTD	2022/23 Commitments YTD	2022/23 Budget YTD	2022/23 Variance YTD	Notes
£		£	£	£	£	£	
£500	71331 Employee Insurances	£800.00	£0.00	£0.00	£0.00	£0.00	
£500	Total Other Employee Expenses	£800.00	£0.00	£0.00	£0.00	£0.00	
£6,912	72111 Building Services - Planned Maintenance	£1,500.00	£3,133.00	£0.00	£1,125.00	£2,008.00	Ramp for toilet block
£35,170	72114 Building Services - Responsive Maintenance	£25,000.00	£17,257.00	£5,110.00	£18,750.00	£3,617.00	Toilets/showers/painting - repairs
£0	72131 Vandalism	£1,000.00	£65.00	£0.00	£750.00	£(685.00)	
£756	72136 Legionella	£0.00	£1,001.00	£0.00	£0.00	£1,001.00	
£20,371	72211 Electricity	£54,300.00	£25,190.00	£0.00	£40,725.00	£(15,535.00)	Utilities are one month in arrears. Utilities average £1.5k per month
£3,328	72214 Gas	£8,600.00	£4,939.00	£461.00	£6,450.00	£(1,050.00)	
£40,192	72317 Business Rates	£41,400.00	£40,192.00	£0.00	£41,400.00	£(1,208.00)	
£9,713	72411 Water	£11,400.00	£7,471.00	£0.00	£9,225.00	£(1,754.00)	
£(785)	72414 Sewerage Charge	£100.00	£0.00	£0.00	£75.00	£(75.00)	
£5,269	72511 Cleaning Materials	£5,000.00	£6,014.00	£1,509.00	£3,750.00	£3,773.00	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	72527 Other Cleaning Services	£0.00	£0.00	£0.00	£0.00	£0.00	
£0	72612 Grounds Maintenance - Variations	£0.00	£0.00	£0.00	£0.00	£0.00	
£8,869	72617 Grounds Maintenance - Other	£3,000.00	£2,805.00	£270.00	£2,250.00	£825.00	Budget profile needs updating as 95% of the spend is in the season
£500	72711 Fire Insurance	£600.00	£0.00	£0.00	£0.00	£0.00	
£0	72712 Engineering Insurance	£200.00	£0.00	£0.00	£0.00	£0.00	
£130,295	Total Premises Expenses	£152,100.00	£108,067.00	£7,350.00	£124,500.00	£(9,083.00)	
£135	73111 Fuel	£100.00	£91.00	£0.00	£75.00	£16.00	Fuel for grass cutter, and other petrol tools, e.g. strimmer
£0	73114 Repairs & Service	£1,200.00	£0.00	£0.00	£900.00	£(900.00)	
£0	73222 Car Allowances - Lump Sum	£0.00	£461.00	£0.00	£0.00	£461.00	
£135	Total Transport Expenses	£1,300.00	£552.00	£0.00	£975.00	£(423.00)	
£7,642	74111 Health and Safety	£15,000.00	£10,320.00	£0.00	£11,250.00	£(930.00)	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	£3,637.00	£150.00	£2,400.00	£1,387.00	
£3,483	74117 Machine Repair & Maintenance	£2,000.00	£2,409.00	£55.00	£1,500.00	£964.00	
£6,316	74121 Materials For Resale	£17,000.00	£6,205.00	£925.00	£12,750.00	£(5,620.00)	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	
£3,254	74131 Equipment Hire	£2,200.00	£2,427.00	£0.00	£1,650.00	£777.00	
£333	74213 Clothing & Uniforms	£600.00	£427.00	£19.00	£450.00	£(4.00)	
£329	74335 Internal Printing	£0.00	£279.00	£0.00	£0.00	£279.00	
£792	74346 External Printing	£0.00	£0.00	£0.00	£0.00	£0.00	

Monthly Finance Report - December 22



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

2021/22 Outturn		2022/23 Original 2223B	2022/23 Actuals YTD	2022/23 Commitments YTD	2022/23 Budget YTD	2022/23 Variance YTD	Notes
£		£	£	£	£	£	
£750 74357	Stationery	£2,000.00	£912.00	£0.00	£1,500.00	£(588.00)	
£0 74391	Other Office Expenses	£0.00	£0.00	£0.00	£0.00	£0.00	
£1,050 74414	Consultants	£0.00	£623.00	£0.00	£0.00	£623.00	
£245 74491	Bank Fees	£0.00	£1,994.00	£0.00	£0.00	£1,994.00	
£31,268 74492	Other Ext Provided Services	£1,500.00	£207.00	£0.00	£1,125.00	£(918.00)	
£0 74515	Postages	£500.00	£7.00	£0.00	£375.00	£(368.00)	
£1,163 74526	Telephone Calls/Data/Broadband	£1,200.00	£572.00	£0.00	£900.00	£(328.00)	
£0 74537	Hardware Purchases	£0.00	£157.00	£0.00	£0.00	£157.00	
£285 74548	Hardware Maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	
£4 74559	Software Purchases	£0.00	£0.00	£0.00	£0.00	£0.00	
£0 74923	Advertising	£0.00	£775.00	£0.00	£0.00	£775.00	Advert for Co-opting member of HMC
£61,368	Total Supplies & Services	£45,200.00	£30,951.00	£1,149.00	£33,900.00	£(1,800.00)	
£330 76131	Settlement Of Complaints	£0.00	£0.00	£0.00	£0.00	£0.00	
£330	Total Transfer Payments	£0.00	£0.00	£0.00	£0.00	£0.00	
£42,289 78611	Internal Recharges	£42,000.00	£0.00	£0.00	£0.00	£0.00	Recharge from the Southwold Harbour Department for lease of land
£42,289	Total Recharges/Other expenditure	£42,000.00	£0.00	£0.00	£0.00	£0.00	
£395,602	TOTAL DIRECT EXPENDITURE	£442,400.00	£302,158.38	£8,559.00	£310,125.00	£592.38	
£(307,076)	TOTAL DIRECT INCOME AND EXPENDITURE	£(161,800.00)	£(325,886.84)	£8,559.00	£(291,025.00)	£(26,302.84)	
£73,500 77407	Support Charges	£79,300.00	£0.00	£0.00	£0.00	£0.00	
£73,500	Total Support Services	£79,300.00	£0.00	£0.00	£0.00	£0.00	