

Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	26/01/2022
23/01/2022	15589	Microshade Business Consultants Ltd	£828.41	IT and Hosting services			
11/01/2022	N/A	Jackie Whittall	£73.80	Expenses claim - Nov 2021			
11/01/2022	581220	Cleanmy	£3.59	Hot Water sign			
13/01/2022	581435	Cleanmy	£5.99	Accident book			
06/12/2021	579273	Cleanmy	£23.39	Socks x1, coverall x2			
07/12/2021	579377	Cleanmy	£16.81	Safety wellington x1			
12/01/2022	INV0167222	Tudor Environmental	£46.94	Plastic Trigger			
12/01/2022	INV0167221	Tudor Environmental	£86.81	2xSTIHL braces, 3xstrimmer gloves			
31/12/2021	10278	Lloyd Richards Ltd	£216.00	Payroll services 3 monthly			
13/01/2022	46090	Flagpole Express Ltd	£122.28	Union flag with anti fray	13/01/2022	Paid by card	
20/04/2021	95	A R Williams	£86.25	TIC stock -25x calendars			
12/01/2022	12012022	Miss M J Whitehead	£52.42	TIC stock-gift bags for life x6			
06/01/2022	06012022	Sheila Ellison	£84.00	TIC stock-honey x24			
14/01/2022	29762	F H & J Alviti Ltd	£151.80	Wood chipper service			
14/01/2022	15604	Microshade Business Consultants	£273.60	Conversion & migration of Councillor mailboxes x19			
24/11/2021	24112021	Herefordshire Federation of Women's Institutes	£22.50	TIC stock-5x calendars			
12/10/2021	12102021	Herefordshire Federation of Women's Institutes	£45.00	TIC stock-10x calendars			
20/01/2022	47/1516	Richard Brookman	£270.00	Market management Dec 2021			
10/11/2021	46/1516	Richard Brookman	£297.00	Market management Nov 2021			
20/01/2022	20012022	Richard Brookman	£175.00	VSM expenses - monkey organ entertainment			
11/01/2022	0826AJQ228	Travis Perkins	£78.49	Timber x8, screws			
14/01/2022	0826AJQ377	Travis Perkins	£1,603.69	23x Sheeps wool insulation + carriage			
24/01/2022	125010	Managed Techonology	£36.54	printing and copying			
19/01/2022	518135	Arrow Plant & Tool Hire	£14.40	Safte shield x4			
24/01/2022	582239	Cleanmy	£11.75	First aid kit pouch, eyewash pods			
19/01/2022	B45212924WB	blings2go	£273.97	Thermal roller blind x5 for office			
14/12/2021	5194	TOPS Plants	£960.00	100x Xmas Trees for Through The Wardrobe event			

Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	31/01/2022
30/11/2021	30112021	Doughty's Fabric Warehouse	£68.89	Through The Wardrobe - 8m micro velvet	30/11/2021	paid by card	Duplicate from Dec
03/12/2021	205-9008922-4097947	Amazon	£27.99	Through The Wardrobe - Star projector	03/12/2021	paid by card	Duplicate from Dec
21/12/2021	M002LO	BT.com Business	£84.93	Depot phone and internet first payment	30/12/2021	paid by card	Duplicate from Dec
23/01/2022	15589	Microshade Business Consultants Ltd	£828.41	IT and Hosting services			
11/01/2022	N/A	Jackie Whittall	£73.80	Expenses claim - Nov 2021			
11/01/2022	581220	Cleanmy	£3.59	Hot Water sign			
13/01/2022	581435	Cleanmy	£5.99	Accident book			
06/12/2021	579273	Cleanmy	£23.39	Socks x1, coverall x2			
07/12/2021	579377	Cleanmy	£16.81	Safety wellington x1			
12/01/2022	INV0167222	Tudor Environmental	£46.94	Plastic Trigger			
12/01/2022	INV0167221	Tudor Environmental	£86.81	2xSTIHL braces, 3xstrimmer gloves			
31/12/2021	10278	Lloyd Richards Ltd	£216.00	Payroll services 3 monthly			
13/01/2022	46090	Flagpole Express Ltd	£122.28	Union flag with anti fray	13/01/2022	Paid by card	
20/04/2021	95	A R Williams	£86.25	TIC stock -25x calendars			
12/01/2022	12012022	Miss M J Whitehead	£52.42	TIC stock-gift bags for life x6			
06/01/2022	06012022	Sheila Ellison	£84.00	TIC stock-honey x24			
14/01/2022	29762	F H & J Alviti Ltd	£151.80	Wood chipper service			
14/01/2022	15604	Microshade Business Consultants	£273.60	Conversion & migration of Councillor mailboxes x19			
24/11/2021	24112021	Herefordshire Federation of Women's Institutes	£22.50	TIC stock-5x calendars			
12/10/2021	12102021	Herefordshire Federation of Women's Institutes	£45.00	TIC stock-10x calendars			
20/01/2022	47/1516	Richard Brookman	£270.00	Market management Dec 2021			
10/11/2021	46/1516	Richard Brookman	£297.00	Market management Nov 2021			
20/01/2022	20012022	Richard Brookman	£175.00	VSM expenses - monkey organ entertainment			
11/01/2022	0826AJQ228	Travis Perkins	£78.49	Timber x8, screws			
14/01/2022	0826AJQ377	Travis Perkins	£1,603.69	23x Sheeps wool insulation + carriage			
24/01/2022	125010	Managed Techonology	£36.54	printing and copying			

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January 2022 invoices

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19/01/2022	518135	Arrow Plant & Tool Hire	£14.40	Safte shield x4			
24/01/2022	582239	Cleanmy	£11.75	First aid kit pouch, eyewash pods			
19/01/2022	B45212924WB	blings2go	£273.97	Thermal roller blind x5 for office	19/01/2022	Paid by card	
14/12/2021	5194	TOPS Plants	£960.00	100x Xmas Trees for Through The Wardrobe event			
20/01/2022	2204	Tim Ratcliffe Associates (Architect)	£588.00	Prior gate damage - repair management			
06/01/2022	397	O Mabbort Blacksmith	£9,540.00	Prior gate damage - repair work			
28/01/2022	35693	HFAS Herefordshire Fire Alarm Services Ltd	£492.00	Replaced 3 emergency lights on 20/01/2022			
31/01/2022	15609	Microshade Business Consultants	£120.00	Accounting support January 2022			
04/01/2022	SINV030806	Ellis Whittam Limited	£2,568.00	Combined services (year 5 of 5)			
Grant	Grant	Walkers are Welcome	£90.00	Annual subscription			

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January 2022 invoices

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Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	07/02/2022
N/A	N/A	Worcestershire Pension Fund	£5,294.44	Pension contribution PCF1 Jan 2022			
31/01/2022	638596	Leominster Building Supplies	£75.13	Flooring, bulbs x2, nails			
30/01/2022	4340	Herefordshire Environmental Services Ltd	£102.00	Pest control Corn Sq 30/01-29/04/2022			
10/12/2021	IN0163975	Tudor Environmental	£70.20	Tree Lopper			
28/01/2022	300134	BOSS	£6.30	printing and copying			
20/01/2022	VSM11/12/21	Richard Brookman	£70.00	Queen Victoria for VSM			
02/02/2022	PM016	Piotr Biurkowski Photography	£75.00	TIC stock- 10x A3 calendars			
31/01/2022	186883	Quickskip	£78.00	Wheelie bins			
28/01/2022	29339	Rialtas Business Solutions Ltd	£90.00	Allotment software and support annual fee			
19/01/2022	518135	Arrow Plant & Tool Hire	£14.40	Safety shield			
27/01/2022	518362	Arrow Plant & Tool Hire	£23.00	Chain oil 5ltr			
31/01/2022	338330	TAG Tallis Amos Group	£585.60	Blower			

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February 2022 invoices

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Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	07/02/2022
N/A	N/A	Wages - February 2022		Wages - February 2022	18/02/2022		
03/02/2022	22020301	Rachel Buchanan	£1,785.00	Cultural Program Development Officer 102hrs@£17.50/hr			
03/02/2022	206/21.22	Cath Warren	£684.00	Welcome Back Fund-High Street Project- development services 38hrs@£18/hr			
01/02/2022	4140	Shine On Window Cleaners	£46.00	window cleaning			
04/02/2022	6082	Roundabout Stationery	£19.72	Office supplies			
23/02/2022	15708	Microshade Business Consultants Ltd	£954.41	Hosting and IT services	23/02/2022		

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>101 Administration - Central Costs</b>								
1076 Precept	0	544,536	544,536	0			100.0%	
Administration - Central Costs :- Income	0	544,536	544,536	0			100.0%	0
4012 Software, IT and Support	930	8,714	7,000	(1,714)		(1,714)	124.5%	
4014 Website	299	801	1,000	199		199	80.1%	
4016 Photocopier	85	1,309	3,000	1,691		1,691	43.6%	
4019 Recruitment	0	125	500	375		375	25.0%	
4020 Advertising	0	0	500	500		500	0.0%	
4027 Equipment	225	774	1,000	226		226	77.4%	
4030 Telephone	407	4,037	4,000	(37)		(37)	100.9%	
4035 Postage	0	171	250	79		79	68.4%	
4040 Printing and Stationery	75	983	1,000	17		17	98.3%	
4048 Subscriptions	377	3,349	3,300	(49)		(49)	101.5%	
4050 Insurance	0	8,255	7,500	(755)		(755)	110.1%	
4130 Accountancy/Corporate Gov.	100	100	0	(100)		(100)	0.0%	
4900 Contingency	0	670	2,000	1,330		1,330	33.5%	
Administration - Central Costs :- Indirect Expenditure	2,498	29,287	31,050	1,763	0	1,763	94.3%	0
Net Income over Expenditure	(2,498)	515,249	513,486	(1,763)				
<b>105 Corporate Management</b>								
1060 Grants Received	941	6,647	0	(6,647)			0.0%	
Corporate Management :- Income	941	6,647	0	(6,647)				0
4000 Salaries	11,732	122,764	152,000	29,236		29,236	80.8%	
4008 Travel and Subsistence	0	351	1,000	649		649	35.1%	
4010 Conferences and Training	0	2,431	2,500	69		69	97.2%	
4125 Bank Charges	53	867	1,250	383		383	69.4%	
4130 Accountancy/Corporate Gov.	180	2,575	2,200	(375)		(375)	117.0%	
4131 Internal Audit	0	280	600	320		320	46.7%	
4132 External Audit	0	1,300	1,500	200		200	86.7%	
4135 Legal and Professional	0	1,912	750	(1,162)		(1,162)	254.9%	
4140 Employment/Health & Safety	2,140	2,165	2,140	(25)		(25)	101.2%	
Corporate Management :- Indirect Expenditure	14,104	134,646	163,940	29,294	0	29,294	82.1%	0
Net Income over Expenditure	(13,163)	(127,999)	(163,940)	(35,941)				
<b>110 Democratic Services</b>								
4200 Elections	0	0	1,500	1,500		1,500	0.0%	
4210 Mayor's Allowance	0	1,276	2,000	724		724	63.8%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4211 Mayor Making	0	135	1,000	865		865	13.5%	
4212 Civic Events	0	51	750	699		699	6.8%	
4215 Civic Regalia	102	129	500	371		371	25.8%	
4220 Civic Officers	0	0	500	500		500	0.0%	
Democratic Services :- Indirect Expenditure	102	1,591	6,250	4,659	0	4,659	25.5%	0
Net Expenditure	(102)	(1,591)	(6,250)	(4,659)				
<u>115 Grants (s137)</u>								
4235 General Grants	1,620	2,130	9,000	6,870		6,870	23.7%	
4236 Community Centre	0	0	8,000	8,000		8,000	0.0%	
4237 Grange Court	0	7,000	7,000	0		0	100.0%	
4238 Youth Funding	1,530	1,530	4,500	2,970		2,970	34.0%	
4242 Leominster Meeting Centre	0	1,000	1,000	0		0	100.0%	
Grants (s137) :- Indirect Expenditure	3,150	11,660	29,500	17,840	0	17,840	39.5%	0
Net Expenditure	(3,150)	(11,660)	(29,500)	(17,840)				
<u>116 Revenue Projects</u>								
1440 The Great Places Fund - Income	0	90,000	0	(90,000)			0.0%	
Revenue Projects :- Income	0	90,000	0	(90,000)				0
4243 Wellcone back Fund-Costs	19	1,309	0	(1,309)		(1,309)	0.0%	
Revenue Projects :- Indirect Expenditure	19	1,309	0	(1,309)	0	(1,309)		0
Net Income over Expenditure	(19)	88,691	0	(88,691)				
<u>125 Corn Square</u>								
1400 Income-Room Hire	1,493	12,510	17,000	4,490			73.6%	
1403 Income Flat	150	10,021	13,000	2,979			77.1%	
Corn Square :- Income	1,643	22,532	30,000	7,468			75.1%	0
4180 Cleaning	45	3,525	4,000	475		475	88.1%	
4181 Window Cleaning	46	368	600	232		232	61.3%	
4182 Electricity	241	1,934	3,000	1,066		1,066	64.5%	
4183 Gas	250	1,446	3,000	1,554		1,554	48.2%	
4185 Business Rates	1,010	10,105	11,500	1,395		1,395	87.9%	
4186 Water Rates	90	935	1,500	565		565	62.3%	
4187 Repairs and Renewals	495	4,472	3,000	(1,472)		(1,472)	149.1%	
4188 Fixtures and Fittings	0	2,431	2,000	(431)		(431)	121.6%	
4700 Loan Repayments	13,335	26,771	27,000	229		229	99.2%	
Corn Square :- Indirect Expenditure	15,512	51,987	55,600	3,613	0	3,613	93.5%	0
Net Income over Expenditure	(13,869)	(29,455)	(25,600)	3,855				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>130 Tourist Information</b>								
1010 Income-Commission	14	512	1,400	888			36.5%	
1510 Income-Coach trips	0	518	8,000	7,482			6.5%	
1511 Income-Books & Maps	113	3,004	4,900	1,896			61.3%	
1512 Income-Cards	36	1,276	1,400	124			91.1%	
1513 Income-Souvenirs	204	3,687	6,600	2,913			55.9%	
1514 Income-Food/Drinks	36	2,774	4,500	1,726			61.7%	
1515 Income-Craft	0	1,768	2,400	632			73.7%	
1516 Income-Advertising	0	0	300	300			0.0%	
1519 Income-Green Sacks	159	7,101	6,750	(351)			105.2%	
<b>Tourist Information :- Income</b>	<b>562</b>	<b>20,639</b>	<b>36,250</b>	<b>15,611</b>			<b>56.9%</b>	<b>0</b>
3000 Cost of Sales	0	822	0	(822)		(822)	0.0%	
3010 Costs-Coach Trips	0	258	8,000	7,742		7,742	3.2%	
3011 Costs-Books and Maps	0	1,602	4,375	2,773		2,773	36.6%	
3012 Costs-Cards	0	361	1,250	889		889	28.9%	
3013 Costs-Souvenirs	154	1,449	5,900	4,451		4,451	24.6%	
3014 Costs-Food/Drink	84	2,055	4,050	1,995		1,995	50.7%	
3015 Costs-Craft	69	1,987	2,150	163		163	92.4%	
3016 Costs-Advertising	0	0	275	275		275	0.0%	
4000 Salaries	2,645	37,596	54,000	16,404		16,404	69.6%	
4028 Green Sacks Purchase	480	6,240	6,000	(240)		(240)	104.0%	
<b>Tourist Information :- Indirect Expenditure</b>	<b>3,432</b>	<b>52,371</b>	<b>86,000</b>	<b>33,629</b>	<b>0</b>	<b>33,629</b>	<b>60.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(2,869)</b>	<b>(31,732)</b>	<b>(49,750)</b>	<b>(18,018)</b>				
<b>201 Open Spaces</b>								
1020 Sale of Assets	0	263	0	(263)			0.0%	
1060 Grants Received	716	3,582	0	(3,582)			0.0%	
<b>Open Spaces :- Income</b>	<b>716</b>	<b>3,845</b>	<b>0</b>	<b>(3,845)</b>				<b>0</b>
4000 Salaries	13,950	128,265	146,000	17,735		17,735	87.9%	
4006 Uniforms	34	1,335	2,500	1,165		1,165	53.4%	
4027 Equipment	716	1,677	2,000	323		323	83.8%	
4187 Repairs and Renewals	105	1,227	2,000	773		773	61.4%	
4300 Maintenance	343	919	6,000	5,081		5,081	15.3%	
4312 P3 Scheme	0	0	1,000	1,000		1,000	0.0%	
4313 Lengthman Scheme	0	350	1,000	650		650	35.0%	
4320 Vehicle Maintenance	0	2,935	3,000	65		65	97.8%	
4321 Vehicle Fuel	257	3,497	3,000	(497)		(497)	116.6%	
4351 Waste	65	7,546	7,000	(546)		(546)	107.8%	
4355 Tree Management	0	500	5,000	4,500		4,500	10.0%	



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4356 Climate Management	1,565	1,565	1,528	(37)		(37)	102.4%	
Open Spaces :- Indirect Expenditure	17,034	149,814	180,028	30,214	0	30,214	83.2%	0
Net Income over Expenditure	(16,318)	(145,969)	(180,028)	(34,059)				
<u>202 Depot</u>								
4027 Equipment	0	12	0	(12)		(12)	0.0%	
4050 Insurance	0	706	500	(206)		(206)	141.1%	
4180 Cleaning	104	161	900	739		739	17.9%	
4182 Electricity	112	409	800	391		391	51.1%	
4184 Rent	0	3,681	3,700	19		19	99.5%	
4185 Business Rates	170	1,706	2,100	394		394	81.2%	
4186 Water Rates	(357)	43	550	507		507	7.8%	
4187 Repairs and Renewals	0	20	200	180		180	10.0%	
4188 Fixtures and Fittings	5	212	800	588		588	26.5%	
Depot :- Indirect Expenditure	33	6,949	9,550	2,601	0	2,601	72.8%	0
Net Expenditure	(33)	(6,949)	(9,550)	(2,601)				
<u>203 Allotments</u>								
1120 Income-Allotments	92	5,970	5,000	(970)			119.4%	
Allotments :- Income	92	5,970	5,000	(970)			119.4%	0
4184 Rent	113	1,248	1,400	152		152	89.1%	
4186 Water Rates	50	495	500	5		5	99.0%	
4300 Maintenance	247	845	1,000	155		155	84.5%	
Allotments :- Indirect Expenditure	410	2,588	2,900	312	0	312	89.2%	0
Net Income over Expenditure	(319)	3,382	2,100	(1,282)				
<u>205 Market</u>								
1402 Income-Market	620	7,336	16,000	8,664			45.9%	
1404 Income-Victorian Market	0	650	0	(650)			0.0%	
Market :- Income	620	7,986	16,000	8,014			49.9%	0
4005 Market Management	567	2,876	6,000	3,124		3,124	47.9%	
4048 Subscriptions	0	369	358	(11)		(11)	103.1%	
Market :- Indirect Expenditure	567	3,245	6,358	3,113	0	3,113	51.0%	0
Net Income over Expenditure	53	4,741	9,642	4,901				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>220 Central Area Toilets</u>								
4185 Business Rates	0	(1,647)	0	1,647		1,647	0.0%	
4186 Water Rates	58	626	1,500	874		874	41.7%	
Central Area Toilets :- Indirect Expenditure	58	(1,021)	1,500	2,521	0	2,521	(68.0%)	0
Net Expenditure	(58)	1,021	(1,500)	(2,521)				
<u>225 The Grange Toilets</u>								
4182 Electricity	55	491	1,100	609		609	44.6%	
4186 Water Rates	96	986	2,000	1,014		1,014	49.3%	
4300 Maintenance	0	190	500	310		310	38.0%	
The Grange Toilets :- Indirect Expenditure	151	1,666	3,600	1,934	0	1,934	46.3%	0
Net Expenditure	(151)	(1,666)	(3,600)	(1,934)				
<u>250 Economic Development</u>								
4023 Newsletter	0	1,200	1,560	360		360	76.9%	
4047 Market Town Forum	0	0	250	250		250	0.0%	
4230 Events Fund	0	165	1,000	835		835	16.5%	
4370 Leominster in Bloom	0	500	500	0		0	100.0%	
4375 CCTV	0	11,089	15,000	3,911		3,911	73.9%	
4380 Festive Lights	0	16,495	17,500	1,005		1,005	94.3%	
Economic Development :- Indirect Expenditure	0	29,449	35,810	6,361	0	6,361	82.2%	0
Net Expenditure	0	(29,449)	(35,810)	(6,361)				
<u>260 Capital Projects</u>								
1060 Grants Received	0	32,259	0	(32,259)			0.0%	
Capital Projects :- Income	0	32,259	0	(32,259)				0
4700 Loan Repayments	7,603	15,207	15,200	(7)		(7)	100.0%	
4715 Secret Garden-Loan Funded	0	4,066	0	(4,066)		(4,066)	0.0%	
Capital Projects :- Indirect Expenditure	7,603	19,273	15,200	(4,073)	0	(4,073)	126.8%	0
Net Income over Expenditure	(7,603)	12,986	(15,200)	(28,186)				
<u>300 Planning and Highways</u>								
4240 Travel Fund	0	778	4,500	3,722		3,722	17.3%	
Planning and Highways :- Indirect Expenditure	0	778	4,500	3,722	0	3,722	17.3%	0
Net Expenditure	0	(778)	(4,500)	(3,722)				

## Detailed Income &amp; Expenditure by Budget Heading 28/02/2022

Month No: 10

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>901 Earmarked Reserves</b>								
9000 Election Reserve	0	0	14,545	14,545		14,545	0.0%	
9001 CCTV Reserve	0	1,706	4,500	2,794		2,794	37.9%	
9002 Town Centre Enhancements	0	0	20,000	20,000		20,000	0.0%	
9003 Equipment Rolling Programme	0	0	21,325	21,325		21,325	0.0%	
9004 Play Equipment Reserve	0	0	15,500	15,500		15,500	0.0%	
9005 Precept Support Reserve	0	0	18,596	18,596		18,596	0.0%	
9006 Youth Projects	0	0	8,350	8,350		8,350	0.0%	
9007 Capital Receipts Reserve	0	0	13,513	13,513		13,513	0.0%	
9008 Unspent Loans	0	0	145,150	145,150		145,150	0.0%	
Earmarked Reserves :- Indirect Expenditure	0	1,706	261,479	259,773	0	259,773	0.7%	0
Net Expenditure	0	(1,706)	(261,479)	(259,773)				
<b>Grand Totals:- Income</b>	4,574	734,414	631,786	(102,628)			116.2%	
Expenditure	64,673	497,299	893,265	395,966	0	395,966	55.7%	
<b>Net Income over Expenditure</b>	(60,098)	237,114	(261,479)	(498,593)				
<b>Movement to/(from) Gen Reserve</b>	(60,098)	237,114						

## **2021/22 Month 10 Budget Notes**

These notes are intended to accompany the budget reports for the end of month 10 of 2021/22 financial year. Comments on expenditure and income are listed by budget heading and cost centre.

### 101: Administration – Central Costs

#### **4012: Software, IT and Support**

- Expenditure includes end of year external accounting support for 2020/21 financial year.

#### **4048: Subscriptions**

- Subscriptions renew at the beginning of the financial year except SLCC membership.

#### **4050: Insurance**

- Insurance cover renews at the beginning of the financial year. This includes vehicle cover, buildings and contents, employer's liability and public liability. This year the cost has risen but also includes cover for the new chipper.

### 105: Corporate Management

#### **4130: Accountancy/Corporate Governance**

- Expenditure is high at the beginning of the financial year, to include end of year accounting support. Staff training has now been completed meaning that the monthly cost will reduce but likely to still be over budget.

#### **4135: Legal and Professional**

- Staff Review should be under contingency.

### 110: Democratic Services

#### **4215: Civic Regalia**

- Quotes are currently being sought for the cleaning of one mace.

### 116: Revenue Projects

#### **1440: The Great Places to Visit Fund**

- Income received from Herefordshire Council for local projects

#### **4243: Welcome Back Fund Costs**

- This will be reclaimed back from the grant funding.

### 125: Corn Square

#### **4180: Cleaning**

- Spend continues to be high due to COVID-19 additional cleaning/PPE requirements.

#### **4187: Repairs and renewals**

- Essential work for the Fire Risk Assessment has been carried out in the cellar meaning that this category has gone over budget.
- Additional electrical safety work completed.
- Additional replacement required for 3 safety lights.

### 130: Tourist Information Centre Income

#### **4028 & 1519: Green sacks purchase and income**

- Green refuse sacks sales are still strong. Sale cost includes purchase costs, plus a small subsidy to cover cost of sales. Sale price is consistent with other local retail outlets.

### 201: Open Spaces

#### **1020: Sale of Assets**

- For the sale of cardboard from our business recycling and scrap metal no longer required for our activities.

#### **4321: Vehicle Fuel**

- Exceeded budget due to increased costs.

**4351: Waste**

- Exceeded budget due to increased costs of 1100 litre bin emptying.

202: Depot**4050: Insurance**

- The budget was based on last year's figure, which was only part of a full year so there will be an overspend.

203: Allotments**1120: Income – Allotments**

- This includes the subscriptions paid by plot holders to the Allotment Association which is paid to them later in the year.

205: Market**1404: Income Victorian Market**

- New budget code following the transfer of the market to the town council.

**4048: Subscriptions**

- Increase this year.