

BTAC – Q1 Finance Report for 2025-26

Finance Summary

- The forecast shows a deficit position of £907 as of 30 June 2025.
- The anticipated reserve balance as of 31 March 2026 is £289,192.

Table 1 details the financial summary outlining the expenditure incurred for BTAC, detailing key service areas and associated budget allocations.

Table 1 – Financial Summary					
Service	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/ over Q1 £	Comments on main variances at Q1
Open Spaces & Play Areas	111,373	28,192	123,503	12,130	Additional employee costs movement from Events.
Allotments	(580)	346	(580)	-	
Central Park	192,224	51,287	183,490	(8,734)	Gate locking service not in operation, ceased Aug 25.
Public Conveniences	168,129	49,421	179,468	11,339	Projected shortfall in income combined with higher than anticipated costs.
Events	160,128	8,046	137,452	(22,676)	Employee costs moved to Open Spaces and additional income for space hire.
Town Centre Maintenance	114,519	24,428	114,480	(39)	Forecasted expenditure below budget allocation.
Administration	58,296	1,591	32,152	(26,144)	Primarily related to the street cleaning service review.
Net Expenditure	804,089	163,311	769,965	(34,124)	
Council Tax Income	(769,058)	(192,265)	(769,058)	-	
Net Total	35,031	(28,954)	907	(34,124)	
Efficiency Savings Target	(35,031)	-	-	35,031	
(Surplus)/Deficit for the year	-	-	-	907	

Table 2 details the current and forecasted reserve levels for BTAC, with an anticipated position as of 31 March 2026.

Table 2 – Reserve Balance	
Description	£
Reserve Balance as of 1 April 2025	(293,825)
Less: Current Projected Planned Spend:	
Empowering Healthy Communities Grants remaining balance	-
Small Grants Balance from Prior Years	3,726
	(290,099)
2025/26 Forecast Deficit	907
Forecast Reserve Balance as of 31 March 2026	(289,192)

Based on the Section 151 Officer's recommendation, the minimum required reserve balance is set at £70,000.

Table 3 details the forecast outturn for maintaining and managing the Open Spaces and Play Areas within the BTAC area for the 2025/26 Financial Year Outturn as of 30 June 2025.

Table 3 – Open Spaces & Play Areas					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/ over Q1 £	Comments on main variances at Q1
Employee Costs	6,060	2,929	18,190	12,130	Movement of roles from events.
Premises					
Repairs & Maintenance	3,840	960	3,840	-	
Premises Insurance	60	15	60	-	
	3,900	975	3,900	-	
Transport					
Car Allowances	10	-	10	-	
	10	-	10	-	
Supplies & Services					
CCTV Camera Maintenance	2,060	-	2,060	-	
Maintenance of New Play Equipment	1,000	-	1,000	-	
Professional & Contractor Fees	1,190	-	1,190	-	
Insurance	40	10	40	-	
	4,290	10	4,290	-	
Third Party Payments					
Grounds Maintenance	94,770	23,693	94,770	-	
	94,770	23,693	94,770	-	
Support Services					
Property Services Support Recharge	1,673	418	1,673	-	
HR & Payroll Recharge	670	168	670	-	
	2,343	586	2,343	-	
Income					
Other Income	-	-	-	-	
	-	-	-	-	
Grand Total	111,373	28,192	123,503	12,130	

Table 4 details the forecast outturn for the management of Allotments located within the BTAC area for the 2025/26 Financial Year Outturn as of 30 June 2025.

Table 4 – Allotments					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/ over Q1 £	Comments on main variances at Q1
Supplies & Services					
Development	255	-	255	-	
	255	-	255	-	
Support Services					
Management & Administration Support	1,385	346	1,385	-	
	1,385	346	1,385	-	
Income					
Rental Income	(2,220)	-	(2,220)	-	
	(2,220)	-	(2,220)	-	
Grand Total	(580)	346	(580)	-	

Table 5 details the forecast outturn for the operations of Central Park for the 2025/26 Financial Year Outturn as of 30 June 2025

Table 5 – Central Park					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/ over Q1 £	Comments on main variances at Q1
Premises					
Repairs & Maintenance	3,730	933	3,730	-	
Electricity	4,500	364	4,500	-	
Water	316	18	320	4	
Premises Insurance	1,260	315	1,260	-	
	9,806	1,630	9,810	4	
Supplies & Services					
Birds	663	195	660	(3)	
Gate Locking Service	16,983	8,250	8,250	(8,733)	Gate locking service not in operation, ceased Aug 25.
	17,646	8,445	8,910	(8,736)	
Third Party Payments					
Trade Waste Contract	1,480	370	1,480	-	
Grounds Maintenance	164,100	41,025	164,100	-	
	165,580	41,395	165,580	-	
Support Services					
Communication & Marketing Recharge	341	85	340	(1)	
Property Services Support Recharge	2,676	669	2,680	4	
	3,017	754	3,020	3	
Income					
Rents – Kiosk	(3,825)	(938)	(3,830)	(5)	
	(3,825)	(938)	(3,830)	(5)	
Grand Total	192,224	51,287	183,490	(8,734)	

Table 6 details the forecast outturn for operating the Public Conveniences within the BTAC area for the 2025/26 Financial Year Outturn as of 30 June 2025.

Table 6 – Public Conveniences					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/over Q1 £	Comments on main variances at Q1
Employee Costs	122,800	39,581	125,485	2,685	Agency costs for vacant post.
Premises					
Repairs & Maintenance	7,650	1,913	7,650	-	
Electricity	4,090	648	4,090	-	
Water Rates	18,350	2,256	18,350	-	
Premises Insurance	1,540	385	1,540	-	
Depot/Office Accommodation	580	145	580	-	
	32,210	5,347	32,210	-	
Transport					
Vehicles	5,560	1,390	5,560		
Car Allowances	30	-	30	-	
	5,590	1,390	5,590	-	
Supplies & Services					
Clothing	500	-	500	-	
Materials	5,000	2,313	9,000	4,000	Increased prices for suppliers.
Mobile Phones	70	-	70	-	
Employee Insurance	900	225	900	-	
Cash Collection Service	510	661	2,642	2,132	Changes in cash collection arrangements.
	6,980	3,198	13,112	6,132	
Third Party Payments					
Grounds Maintenance	4,150	1,038	4,150	-	
	4,150	1,038	4,150	-	
Support Services					
Communication & Marketing Recharge	170	43	170	-	
Finance Recharge	7,020	1,755	7,020	-	
HR & Payroll Recharge	5,590	1,398	5,590	-	
	12,780	3,195	12,780	-	
Income					
Sale of Keys	(61)	(4)	(60)	1	Underachievement in income based on Q1 actuals. Additional hours from Mayfair & Autumn Fair events.
Fees & Charges	(16,320)	(3,163)	(12,640)	3,680	
Other Income	-	(1,159)	(1,159)	(1,159)	
	(16,381)	(4,327)	(13,859)	2,522	
Grand Total	168,129	49,421	179,468	11,339	

Table 7 details the forecast outturn relating to Events for the 2025/26 Financial Year Outturn as of 30 June 2025.

Table 7 – Events					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/over Q1 £	Comments on main variances at Q1
Employee Costs	85,370	5,413	70,670	(14,700)	Costs reallocated to Open Spaces and Markets Officer post removed.
Supplies & Services					
Printing	255	-	260	5	
Advertising	4,000	137	4,022	22	
Postages	-	1	-	-	
Mobile Phones	50	-	50	-	
Employee Insurance	630	158	630	-	
Health & Safety Service	1,020	-	1,020	-	
Event Costs	41,500	1,601	41,500	-	
Miscellaneous Expenses	3,400	-	3,400	-	
Grants & Contributions	17,000	-	17,000	-	
	67,855	1,897	67,882	27	
Third Party Payments					
Street Cleaning	1,420	355	1,420	-	
	1,420	355	1,420	-	
Support Services					
Communication & Marketing Recharge	1,363	341	1,360	(3)	
Finance Recharge	3,410	853	3,410	-	
HR & Payroll Recharge	2,710	678	2,710	-	
	7,483	1,871	7,480	(3)	
Income					
Event Space Hire & Events Income	(2,000)	(1,490)	(2,000)	-	
Other Hire (Autumn Fair)	-	-	(8,000)	(8,000)	
	(2,000)	(1,490)	(10,000)	(8,000)	
Grand Total	160,128	8,046	137,452	(22,676)	

Table 8 details the forecast outturn for the maintenance of the Town Centre for the 2025/26 Financial Year Outturn as of 30 June 2025.

Table 8 – Town Centre Maintenance					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/ over Q1 £	Comments on main variances at Q1
Employee Costs	76,210	18,546	76,210	-	Anticipated underspend on provisions.
Premises					
Business Rates	2,470	-	2,470	-	
Electric	600	225	600	-	
Rental Fees	3,825	-	3,830	5	
Depot Recharge	480	120	480	-	
	7,375	345	7,380	5	
Transport					
Vehicles	7,270	1,818	7,270	-	
	7,270	1,818	7,270	-	
Supplies & Services					
Equipment Purchases	2,550	+-	2,550	-	
Materials	4,182	1,225	4,180	(2)	
Clothing	710	-	710	-	
Employee Insurance	560	140	560	-	
Mobile Phones	50	-	50	-	
Purchase & Provisions	6,191	-	6,150	(41)	
	14,243	1,365	14,200	(43)	
Support Services					
Finance Recharge	4,750	1,188	4,750	-	
Communication & Marketing Recharge	681	170	680	(1)	
Training Recharge	210	53	210	-	
HR & Payroll Recharge	3,780	945	3,780	-	
	9,421	2,355	9,420	(1)	
Grand Total	114,519	24,428	114,480	(39)	

Table 9 details the forecast outturn for administrative functions for the 2025/26 Financial Year Outturn as of 30 June 2025.

Table 9 – Administration					
Account	Approved Budget 2025/26 £	Spend to 30/06/2025 Q1 £	Outturn 2025/26 at Q1 £	Variance (under)/ over Q1 £	Comments on main variances at Q1
Employee Costs	4,900	1,187	4,900	-	
Supplies & Services					
Grants Programme	13,402	(1,000)	13,402	-	
EHC Grants	-	(487)	-	-	
London Road Running Costs	1,040	-	1,040	-	
Equipment Maintenance	1,051	-	1,050	(1)	Speed indicator device.
Footway Lighting Electricity & Maintenance	4,200	-	4,200	-	
Employee Insurance	40	10	40	-	
	19,733	(1,477)	19,732	(1)	
Third Party Payments					
Street Cleaning	26,140	-	-	(26,140)	Service review savings.
	26,140	-	-	(26,140)	
Support Services					
Finance Recharge	310	78	310	-	
Communication & Marketing Recharge	511	128	510	(1)	
HR & Payroll Recharge	250	63	250	-	
Property Services Support Recharge	640	160	640	-	
Caretaker Service Recharge	360	90	360	-	
Assistant Director Recharges	2,030	508	2,030	-	
Democratic Services Support Recharge	3,422	856	3,420	(2)	
	7,523	1,881	7,520	(3)	
Grand Total	58,296	1,591	32,152	(26,144)	