

Resources

Resources

14/12/2021 19:00 - 20:00 ((UTC+00:00) Dublin, Edinburgh, Lisbon, London)

AGENDA

Topic
1 7.00pm QUESTION TIME OPEN TO THE PRESS AND PUBLIC (not to exceed 30 minutes) The public are welcome to ask questions on matters that are on the agenda and other matters at the Chairman's discretion <i>The question should not be a statement and limited to no more than 2 minutes.</i>
2 Apologies <i>To accept any apologies.</i>
3 Minutes <i>Minutes attached from the last meeting held on the 19th October 2021.</i> 2021.10.19_RC minutes.pdf 3
4 Matters arising (FOR INFORMATION ONLY) - none
5 Declarations of interest <i>To receive any Declaration(s) of Interest under the relevant authorities (Disclosable Pecuniary Interests) Regulation 2012 made under s.30(3) of the Localism Act 2011 and under the Code of Conduct adopted by the Town Council.</i>
6 Accounts for payment <i>To approve payroll and direct payments and invoices up to 31st October 2021. The accounts having been examined by a non-signatory councillor.</i> Payments Oct21.PDF 6
7 Management Accounts Reports <i>Detailed management reports up to 31st October 2021. These accounts show detailed income and expenditure by committee heading.</i> I&E By Committee Oct21.PDF 8
8 Next meeting <i>The next meeting has been arranged for the 15th March 2022.</i>
9 Confidential Business <i>'Under the Public Bodies (Admission to Meetings) Act 1960 by reason of a confidential nature to be discussed, that the public and press be excluded from the meeting'. Financial and staffing matters to be discussed.</i>
10 Budget <i>Draft budget attached for 2022/23.</i> Budget 2022-23.pdf 17
11 Staffing issues <i>(i) Morning Senior Administrator - To note retirement date of March 2022 - Officers to explain proposed future arrangements. (ii) Communications Officer - Officers to report.</i>



**Bradford on Avon
Town Council**



**LOCAL COUNCIL
AWARD SCHEME
QUALITY GOLD**

Minutes of the Bradford on Avon Town Council
Resources Committee
Held at St. Margaret's Hall, St. Margaret's Street,
Bradford on Avon
On the 19th October 2021 at 7pm

Present:

Cllr S Blackwell (Chairman)
Cllr D Garwood
Cllr S Gibson
Cllr S McNeil-Ritchie (substitute for Cllr Kay)
Cllr T Trimble (substitute for Cllr Parker)
Cllr K Vigar
Sandra Bartlett (Town Clerk)
Ian Brown (Director of Operations)
Sarah Hawkins (Accountant)
Members of the Public: 2
Apologies: Cllr A Kay and Cllr J Parker

16. Minutes

It was proposed by Cllr Gibson, seconded by Cllr Trimble and with 5 in favour and 1 abstention it was **RESOLVED:** To accept the minutes from the last meeting held on the 29th June 2021.

17. Matters arising – none

18. Declarations of interest - none

19. Traffic consultation

Cllr Trimble explained that this was a sensitive subject and professional help was needed to prepare for two public events in St. Margaret's Hall and a leaflet to all residents to engage in a traffic consultation. He said that the Town Council had gone out to tender and appointment of consultants would be chosen in confidential business this evening.

20. Residents Panel

After discussion, it was proposed by Cllr Vigar, seconded by Cllr Trimble and with 6 in favour it was **RESOLVED:** To appoint Company 'B' to create an application form, receive applications and select participants for a Residents' Panel that will provide survey-based information to the Council regarding residents' views on a range of council activities and responsibilities. The 8th March 2022 Full Council will be presented with the results of the survey, invited to review progress, and consider the next stages of the project.

21. Budget

Summary Income and Expenditure by budget heading for first 6 months up to 30th September 2021 was noted. Accountant answered a Councillor's questions on this.

22. Draft Business Plan 2021- 2025

Cllr McNeill-Ritchie asked why there were EV Chargers and EV Infrastructure. Director of Operations advised that the changes were the expansion of Town Council facilities and the infrastructure was to encourage Wiltshire Council with their plans. It was agreed to delete "Investigate the provision of more electric charging points" in favour of "Encourage the development of electric vehicle charging infrastructure". He also suggested that the wording under Aims on page 8 be changed to read "To manage our sites ecologically in a responsible way". Proposed by Cllr Gibson seconded by Cllr Trimble and with all in favour it was **RESOLVED**: to recommend the Draft Business Plan 2021-2025 to Full Council with grammatical amendments.

23. Queen's Platinum Jubilee 2nd – 5th June 2021

Discussion ensued on how this event should be marked. It was proposed by Cllr Vigar, seconded by Cllr Garwood and with all in favour it was **RESOLVED**: to have a Working Group to discuss all these ideas with members and the Preservation Trust.

24. Conclusion of audit for the year ended 31st March 2020

The Annual Governance Statements Sections 1-3 and the external auditor's final report and Certificate were noted. These details were available on the Town Council's website. Chairman thanked the team and especially the accountant for another clean audit.

25. Accounts for payment

It was proposed by Cllr Gibson, seconded by Cllr Trimble and with all in favour it was **RESOLVED**: To pay invoices and payroll and direct payments for June £75,447.10, July £77,089.76, August £72,037.97, and September £193,715.69.

26. Management Accounts Reports

Detailed management reports up to 30th June 2021, 31st July 2021, 31st August 2021 and 30th September 2021 were noted. These accounts show detailed income and expenditure by committee heading.

27. Next meeting

The next meeting has been arranged for the 14th December 2021.

28. Confidential business

It was proposed by Cllr Vigar, seconded by Cllr Trimble and with all in favour it was **RESOLVED**: To start confidential business.

Time: 14:10

Lloyds Current Account

List of Payments made between 01/10/2021 and 31/10/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2021	Lloyds Commercial Call Account	Tfr 1Oct	250,000.00		CB1 to CB2
01/10/2021	LG Darling	FP 1OCT21	188.00		FB Rent/Power Sep21
01/10/2021	LG Darling	FP 1OCT21	188.00		FB Rent/Power Oct21 LGDR
01/10/2021	Grist Environmental Limited	DD 1Oct21	184.89		Refuse Collections Aug21
04/10/2021	CCLA Deposit Fund	Tfr 4Oct21	200,000.00		CB1 to CB7
05/10/2021	CCLA Deposit Fund	Tfr 5Oct21	200,000.00		CB1 to CB7
08/10/2021	Lloyds Bank plc	DD 8Oct21	23.40		Charges 10Aug to 9Sep21
11/10/2021	De Lage Landon Leasing Ltd	DD 11Oct21	550.97		EV Rental 9Oct - 9Nov21
13/10/2021	Booker Ltd	DD 13Oct21	243.87		Bar Supplies Oct21
15/10/2021	West Mercia Energy	DD 15Oct21	138.48		Gas Aug21
18/10/2021	Entanet International Ltd	DD 18Oct21	40.50		YC Line Rental
18/10/2021	BIRMINGHAM	DD 18Oct	226.73		Purchase Ledger DDR Payment
18/10/2021	NHBS Ltd	181021001	506.44		Nest boxes
18/10/2021	Avon Printing Services Ltd	181021002	64.80		What Next Posters x21
18/10/2021	Awdry Bailey & Douglas Solicit	181021003	1,152.20		LGW Lease
18/10/2021	Alan Benson Photography	181021004	96.95		AlanBenson Stock sold to 24Sep
18/10/2021	Ex Libris Press	181021005	27.00		BOA ATownLikeNoOther x10
18/10/2021	Hammerpaw Ltd	181021006	50.00		CC/VF Flyer Design
18/10/2021	Haven Fire Security Consultant	181021007	72.60		Extinguisher Consumables
18/10/2021	Sarah Hawkins	181021008	59.00		Browns Hardware
18/10/2021	Initial Washroom Hygiene	181021009	138.75		Hygiene Bins JAS21
18/10/2021	Integrated Water Services Ltd	181021010	127.40		Water Hygiene Sep21
18/10/2021	James Alsop	181021011	45.00		10eachMore&BradfordWalks
18/10/2021	Smith of Derby Ltd	181021012	137.40		Aborted (pigeon nest) visit
18/10/2021	Tom Beavan Ltd	181021013	153.00		Website Hosting Oct21
18/10/2021	Zurich Municipal	181021014	365.28		EV Insurance to 31May22
22/10/2021	UK Wholesale Direct	DD 22Oct21	34.00		VIC Sep Calls/Nov Charges
22/10/2021	HMRC	BACS 22OCT	7,878.46		PAYE/NIC Sep21
25/10/2021	Moorepay Limited	DD 25Oct21	142.32		Payroll Sep21
25/10/2021	West Mercia Energy	DD 25Oct	720.48		Electricity Aug21
25/10/2021	Lloyds Bank plc	DD 25 Oct	993.86		Magnetic Display Board
26/10/2021	Staff Salaries	BACS 26OCT	26,682.17		Salaries Oct21
28/10/2021	Wiltshire Council Non-Domestic	DD 142337	349.00		Rates 21/22 VIC
28/10/2021	Wiltshire Council Non-Domestic	DD112343	404.00		Rates 21/22 YC
28/10/2021	Wiltshire Council Non-Domestic	DD 134007	484.00		21/22 Rates SMH
29/10/2021	AJ Meaden t/as AM Print & Copy	291021001	101.50		Poster/Flyer Printing
29/10/2021	Avon Printing Services Ltd	291021002	1,336.00		2nd Printing Newsletter x6914
29/10/2021	Brand Cru Ltd t/as Cru Wines	291021003	42.77		Floyd Bar Wine
29/10/2021	Community Foster Care	291021004	10,917.53		Youth Services OND21
29/10/2021	Mrs Angela DALE	291021005	500.00		Teadancesx5 Sep21
29/10/2021	Great West Way Ltd	291021006	5,670.00		GWW M'ship 5Nov21-4Nov24
29/10/2021	G Greenaway	291021007	27.00		Window Cleaning Oct21
29/10/2021	Haven Fire Security Consultant	291021008	666.00		Fire Extinguisher replacements
29/10/2021	Kettlesmith Brewing Company Lt	291021009	320.80		Floyd Bar Beer returned
29/10/2021	Knight's Ground Maintenance	291021010	220.00		Cut Bowling Green Hedges
29/10/2021	Lyreco UK Limited	291021011	291.70		Cleaning Materials Sep21
29/10/2021	Menzies Law	291021012	82.80		Advice Sep21

Lloyds Current Account

List of Payments made between 01/10/2021 and 31/10/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/10/2021	NVB Architects	291021013	2,400.00		CCP ArchitectService Stage1-2
29/10/2021	D Perry	291021014	574.98		Maintenance Sep21
29/10/2021	Ricoh UK Ltd	291021015	361.76		Copier Rental & Copies
29/10/2021	Richard Snarr	291021016	67.21		Play Area Repairs Materials
29/10/2021	Simon Sutton	291021017	51.00		Truck Fuel
29/10/2021	Systemagic Ltd	291021018	578.28		IT Support Oct21
29/10/2021	Unique Signs Ltd	291021019	42.00		EV Door Decals
Total Payments			<u>716,720.28</u>		

Detailed Income & Expenditure by Budget Heading 31/10/2021

Month No: 7

I&E By Committee

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Resources								
101 Administration								
1070 Miscellaneous Income	0	50	0	(50)			0.0%	
1075 CIL (S106) Grants Receivable	6,375	8,100	0	(8,100)			0.0%	1,725
1076 Precept	0	885,590	885,590	0			100.0%	
1080 CWLPEC SLA Income	0	21,500	20,000	(1,500)			107.5%	
1090 Interest Received	13	465	2,600	2,135			17.9%	
1095 Dividends Received	4,993	15,835	23,000	7,165			68.8%	
1150 Allotment Income	0	0	1,000	1,000			0.0%	
1160 Cemetery Income	0	0	21,000	21,000			0.0%	
1170 Market Income	0	0	9,000	9,000			0.0%	
1208 Works Income	171	1,356	0	(1,356)			0.0%	
Administration :- Income	11,553	932,897	962,190	29,293			97.0%	1,725
4001 Staff Employment Costs	45,326	289,455	528,500	239,045	239,045	239,045	54.8%	
4006 Refreshments	53	176	450	274	274	274	39.2%	
4007 Staff Travel	0	9	300	291	291	291	2.9%	
4008 Training and Conferences	0	960	6,000	5,040	5,040	5,040	16.0%	
4013 Rent	0	0	20,000	20,000	20,000	20,000	0.0%	
4017 Cleaning	26	158	275	117	117	117	57.5%	
4019 Miscellaneous	0	107	300	193	193	193	35.8%	
4021 Telephone & Broadband	189	1,482	2,280	798	798	798	65.0%	
4022 Postage	5	44	400	356	356	356	11.0%	
4023 Stationery	22	247	1,000	753	753	753	24.7%	
4024 Photocopying	58	630	1,000	370	370	370	63.0%	
4025 Insurance	642	4,841	15,000	10,159	10,159	10,159	32.3%	(5,000)
4026 Subscriptions	139	1,471	1,964	493	493	493	74.9%	
4027 Licences	0	0	40	40	40	40	0.0%	
4028 Uniforms/Protective Clothing	115	227	5,000	4,773	4,773	4,773	4.5%	
4032 Publicity	7	32	2,000	1,968	1,968	1,968	1.6%	
4036 Software & Support	852	7,665	12,000	4,335	4,335	4,335	63.9%	
4037 Computer Hardware	0	1,424	0	(1,424)	(1,424)	(1,424)	0.0%	1,424
4038 Town Clock Maintenance	229	344	300	(44)	(44)	(44)	114.5%	
4041 Property & Other Maintenance	920	920	0	(920)	(920)	(920)	0.0%	
4051 Audit Fees - external	167	1,567	2,000	433	433	433	78.3%	
4052 Audit Fees - internal	74	519	900	381	381	381	57.7%	
4054 Payroll Fees	124	838	1,000	162	162	162	83.8%	
4055 Legal Fees	69	1,621	5,000	3,380	3,380	3,380	32.4%	
4056 HR Consultancy	0	1,749	5,000	3,251	3,251	3,251	35.0%	
4058 Professional Fees	0	0	1,000	1,000	1,000	1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 31/10/2021

Month No: 7

I&E By Committee

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4064 Bank Charges	26	205	300	95		95	68.3%	
4450 Street Scene Costs	0	2,000	160,530	158,530		158,530	1.2%	(104,500)
4850 Volunteer Development	16	139	3,000	2,861		2,861	4.6%	53
Administration :- Indirect Expenditure	49,060	318,831	775,539	456,708	0	456,708	41.1%	(108,023)
Net Income over Expenditure	(37,506)	614,066	186,651	(427,415)				
6002 plus Transfer from EMR	0	(108,023)						
6003 less Transfer to EMR	0	1,725						
Movement to/(from) Gen Reserve	(37,506)	504,318						
102 Civic & Democratic								
4030 Events	0	0	500	500		500	0.0%	
4034 Newsletter	454	4,082	4,500	418		418	90.7%	
4201 Chairmans Allowance	0	1,100	1,100	0		0	100.0%	
4202 Chairmans Expenses	0	0	750	750		750	0.0%	
4203 Members Expenses	0	0	500	500		500	0.0%	
4215 Remembrance Day	15	15	0	(15)		(15)	0.0%	
4221 Twinning	0	0	1,300	1,300		1,300	0.0%	
4264 Flower Show	0	732	0	(732)		(732)	0.0%	
Civic & Democratic :- Indirect Expenditure	469	5,929	8,650	2,721	0	2,721	68.5%	0
Net Expenditure	(469)	(5,929)	(8,650)	(2,721)				
109 Capital & Projects								
4901 CP - Loan Repayment	0	9,170	18,340	9,170		9,170	50.0%	
Capital & Projects :- Indirect Expenditure	0	9,170	18,340	9,170	0	9,170	50.0%	0
Net Expenditure	0	(9,170)	(18,340)	(9,170)				
Resources :- Income	11,553	932,897	962,190	29,293			97.0%	
Expenditure	49,529	333,930	802,529	468,599	0	468,599	41.6%	
Net Income over Expenditure	(37,976)	598,967	159,661	(439,306)				
plus Transfer from EMR	0	(108,023)						
less Transfer to EMR	0	1,725						
Movement to/(from) Gen Reserve	(37,976)	489,219						

Community & Wellbeing

Detailed Income & Expenditure by Budget Heading 31/10/2021

Month No: 7

I&E By Committee

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103 Grants								
4102 Grants	0	14,300	25,000	10,700		10,700	57.2%	
4660 Health & Wellbeing	0	1,327	20,000	18,673		18,673	6.6%	
4665 C19 Recovery Grants	0	5,824	20,000	14,176		14,176	29.1%	
Grants :- Indirect Expenditure	0	21,451	65,000	43,549	0	43,549	33.0%	0
Net Expenditure	0	(21,451)	(65,000)	(43,549)				
205 Youth Services								
1010 Grants Received	0	0	9,000	9,000			0.0%	
1215 Youth Services Income	0	12,700	10,000	(2,700)			127.0%	
Youth Services :- Income	0	12,700	19,000	6,300			66.8%	0
4213 Hall/Room Hire	732	4,170	0	(4,170)		(4,170)	0.0%	
4650 Youth Strategy	3,639	25,999	48,000	22,001		22,001	54.2%	
Youth Services :- Indirect Expenditure	4,371	30,168	48,000	17,832	0	17,832	62.9%	0
Net Income over Expenditure	(4,371)	(17,468)	(29,000)	(11,532)				
311 Poulton Park								
1225 Skatepark Donations	21,137	29,257	0	(29,257)			0.0%	
1226 Poulton Park Donations	0	50,000	0	(50,000)			0.0%	
Poulton Park :- Income	21,137	79,257	0	(79,257)				0
4314 Skatepark Expenses	1,013	2,235	0	(2,235)		(2,235)	0.0%	
Poulton Park :- Indirect Expenditure	1,013	2,235	0	(2,235)	0	(2,235)		0
Net Income over Expenditure	20,124	77,022	0	(77,022)				
Community & Wellbeing :- Income	21,137	91,957	19,000	(72,957)			484.0%	
Expenditure	5,384	53,855	113,000	59,145	0	59,145	47.7%	
Movement to/(from) Gen Reserve	15,753	38,102						

Town Development**301 Town Development**

1011 Donations Received	0	903	0	(903)			0.0%	
1070 Miscellaneous Income	0	0	500	500			0.0%	
1200 Christmas Lights Income	0	0	5,500	5,500			0.0%	
1220 Fireworks Income	0	0	12,000	12,000			0.0%	
Town Development :- Income	0	903	18,000	17,097			5.0%	0

Detailed Income & Expenditure by Budget Heading 31/10/2021

Month No: 7

I&E By Committee

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4045 Christmas Lights	30	1,040	14,500	13,460		13,460	7.2%	
4059 CEV	43	(140)	3,000	3,140		3,140	(4.7%)	
4061 Tourism Memberships	282	1,930	4,250	2,320		2,320	45.4%	
4071 EV Rental	459	2,346	5,520	3,174		3,174	42.5%	
4219 South West In Bloom	0	73	5,000	4,927		4,927	1.5%	
4220 Fireworks Event	0	0	12,000	12,000		12,000	0.0%	
4225 Signage & Wayfinding Project	998	1,929	10,000	8,071		8,071	19.3%	
4302 Hanging Baskets	0	6,794	7,000	207		207	97.0%	
4303 Seat Repairs&Renewals	0	823	1,500	677		677	54.9%	
4404 Tory Trees	0	0	1,000	1,000		1,000	0.0%	
4550 Play Areas (WC)	0	0	14,000	14,000		14,000	0.0%	(10,000)
4700 Tourism Development Fund	0	50	6,000	5,950		5,950	0.8%	
Town Development :- Indirect Expenditure	1,811	14,844	83,770	68,926	0	68,926	17.7%	(10,000)
Net Income over Expenditure	(1,811)	(13,941)	(65,770)	(51,829)				
6002 plus Transfer from EMR	0	(10,000)						
Movement to/(from) Gen Reserve	(1,811)	(23,941)						
Town Development :- Income	0	903	18,000	17,097			5.0%	
Expenditure	1,811	14,844	83,770	68,926	0	68,926	17.7%	
Net Income over Expenditure	(1,811)	(13,941)	(65,770)	(51,829)				
plus Transfer from EMR	0	(10,000)						
Movement to/(from) Gen Reserve	(1,811)	(23,941)						
Environment & Green Spaces								
401 Environment & Planning								
4014 Light & Heat	23	23	0	(23)		(23)	0.0%	
4026 Subscriptions	3	21	36	15		15	58.3%	
4401 Conservation Consultant	665	1,453	(2,000)	(3,453)		(3,453)	(72.6%)	1,453
4800 Environmental Development Fund	0	20,418	10,000	(10,418)		(10,418)	204.2%	
4801 Youth Eco Project Grants	0	0	6,000	6,000		6,000	0.0%	
4802 Eco & Climate Comms	12	813	5,000	4,187		4,187	16.3%	
4803 Eco Policy	0	0	5,000	5,000		5,000	0.0%	
Environment & Planning :- Indirect Expenditure	703	22,727	24,036	1,309	0	1,309	94.6%	1,453
Net Expenditure	(703)	(22,727)	(24,036)	(1,309)				
6002 plus Transfer from EMR	665	1,453						
Movement to/(from) Gen Reserve	(38)	(21,275)						
Environment & Green Spaces :- Income	0	0	0	0			0.0%	
Expenditure	703	22,727	24,036	1,309	0	1,309	94.6%	
Net Income over Expenditure	(703)	(22,727)	(24,036)	(1,309)				

Detailed Income & Expenditure by Budget Heading 31/10/2021

Month No: 7

I&E By Committee

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
plus Transfer from EMR	665	1,452						
Movement to/(from) Gen Reserve	(38)	(21,275)						
Operations								
<u>201 Victory Field</u>								
1001 Booking Income	265	3,215	1,000	(2,215)			321.5%	
1010 Grants Received	0	200	0	(200)			0.0%	
Victory Field :- Income	265	3,415	1,000	(2,415)			341.5%	0
4012 Water	11	65	100	35		35	65.2%	
4014 Light & Heat	12	80	150	70		70	53.6%	
4017 Cleaning	18	122	175	53		53	69.8%	
4252 Victory Field Maintenance	94	1,953	10,000	8,047		8,047	19.5%	
Victory Field :- Indirect Expenditure	134	2,221	10,425	8,205	0	8,205	21.3%	0
Net Income over Expenditure	131	1,195	(9,425)	(10,620)				
<u>203 Youth & Community Centre</u>								
1001 Booking Income	2,104	8,998	20,000	11,002			45.0%	
1005 BoA Youth Service Bookings	0	2,200	3,000	800			73.3%	
Youth & Community Centre :- Income	2,104	11,198	23,000	11,802			48.7%	0
4011 Rates	337	2,358	4,042	1,684		1,684	58.3%	
4012 Water	92	1,097	600	(497)		(497)	182.8%	
4013 Rent	78	567	1,000	433		433	56.7%	
4014 Light & Heat	175	1,115	2,800	1,685		1,685	39.8%	
4016 Refuse Disposal	21	157	430	273		273	36.6%	
4017 Cleaning	49	211	400	189		189	52.8%	
4021 Telephone & Broadband	34	236	405	169		169	58.3%	
4027 Licences	0	(79)	200	279		279	(39.5%)	
4039 CCTV Costs	5	35	100	65		65	34.8%	
4040 Alarms	22	157	269	112		112	58.3%	
4041 Property & Other Maintenance	0	367	1,500	1,133		1,133	24.5%	
4046 Equipment Purchase	0	0	1,200	1,200		1,200	0.0%	
Youth & Community Centre :- Indirect Expenditure	813	6,221	12,946	6,725	0	6,725	48.1%	0
Net Income over Expenditure	1,291	4,977	10,054	5,078				
<u>303 Westbury Gardens</u>								
1001 Booking Income	0	76	250	174			30.4%	
Westbury Gardens :- Income	0	76	250	174			30.4%	0

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4062 Westbury Gardens Maintenance	0	663	5,000	4,337		4,337	13.3%	
Westbury Gardens :- Indirect Expenditure	0	663	5,000	4,337	0	4,337	13.3%	0
Net Income over Expenditure	0	(587)	(4,750)	(4,163)				
304 Tourism inc TIC								
1201 TIC Income	375	2,275	6,000	3,725			37.9%	
1204 Charity Christmas Cards	0	0	1,000	1,000			0.0%	
1207 Sponsorship Income	0	0	1,250	1,250			0.0%	
1209 Christmas Fair Income	0	0	1,300	1,300			0.0%	
Tourism inc TIC :- Income	375	2,275	9,550	7,275			23.8%	0
4006 Refreshments	0	0	50	50		50	0.0%	
4007 Staff Travel	0	0	200	200		200	0.0%	
4011 Rates	291	2,038	3,493	1,455		1,455	58.3%	
4012 Water	9	56	150	94		94	37.4%	
4013 Rent	1,095	7,664	17,650	9,986		9,986	43.4%	
4014 Light & Heat	81	687	1,500	813		813	45.8%	
4017 Cleaning	0	6	100	94		94	6.0%	
4019 Miscellaneous	0	0	100	100		100	0.0%	
4021 Telephone & Broadband	28	200	315	115		115	63.5%	
4022 Postage	0	0	100	100		100	0.0%	
4023 Stationery	64	64	300	236		236	21.4%	
4025 Insurance	35	244	0	(244)		(244)	0.0%	
4026 Subscriptions	0	162	0	(162)		(162)	0.0%	
4030 Events	0	392	1,500	1,108		1,108	26.1%	
4032 Publicity	185	1,848	750	(1,098)		(1,098)	246.4%	
4036 Software & Support	69	483	1,100	617		617	43.9%	
4040 Alarms	2	16	28	12		12	57.5%	
4041 Property & Other Maintenance	4	293	3,000	2,707		2,707	9.8%	
4046 Equipment Purchase	44	54	500	446		446	10.9%	
4063 Service Charge	71	496	850	354		354	58.4%	
4065 Zettle Charges	22	53	0	(53)		(53)	0.0%	
4070 Goods for Resale	53	661	3,500	2,839		2,839	18.9%	
Tourism inc TIC :- Indirect Expenditure	2,054	15,417	35,186	19,769	0	19,769	43.8%	0
Net Income over Expenditure	(1,679)	(13,142)	(25,636)	(12,494)				
305 Bridge Street								
1305 Utilities recharge	0	0	110	110			0.0%	
Bridge Street :- Income	0	0	110	110			0.0%	0

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4014 Light & Heat	15	106	0	(106)		(106)	0.0%	
Bridge Street :- Indirect Expenditure	15	106	0	(106)	0	(106)		0
Net Income over Expenditure	(15)	(106)	110	216				
306 Culver Close								
1001 Booking Income	369	805	1,000	195			80.5%	
1011 Donations Received	500	10,174	0	(10,174)			0.0%	
1208 Works Income	0	0	3,900	3,900			0.0%	
1330 Culver Close Rent Income	542	2,792	10,000	7,208			27.9%	
Culver Close :- Income	1,411	13,771	14,900	1,129			92.4%	0
4012 Water	103	(294)	3,150	3,444		3,444	(9.3%)	
4014 Light & Heat	65	522	2,100	1,578		1,578	24.8%	
4017 Cleaning	18	122	150	28		28	81.4%	
4041 Property & Other Maintenance	2	91	0	(91)		(91)	0.0%	
4316 Borehole Project Expenses	0	10,019	0	(10,019)		(10,019)	0.0%	
4500 Culver Close	2,731	11,176	10,000	(1,176)		(1,176)	111.8%	
Culver Close :- Indirect Expenditure	2,920	21,636	15,400	(6,236)	0	(6,236)	140.5%	0
Net Income over Expenditure	(1,509)	(7,865)	(500)	7,365				
307 Becky Addy Wood								
4306 Woodland Areas	630	2,328	1,500	(828)		(828)	155.2%	
Becky Addy Wood :- Indirect Expenditure	630	2,328	1,500	(828)	0	(828)	155.2%	0
Net Expenditure	(630)	(2,328)	(1,500)	828				
308 Kingston Wood & Play Areas								
4306 Woodland Areas	0	75	2,500	2,425		2,425	3.0%	
Kingston Wood & Play Areas :- Indirect Expenditure	0	75	2,500	2,425	0	2,425	3.0%	0
Net Expenditure	0	(75)	(2,500)	(2,425)				
310 Living Green Wall								
4055 Legal Fees	0	1,389	0	(1,389)		(1,389)	0.0%	
Living Green Wall :- Indirect Expenditure	0	1,389	0	(1,389)	0	(1,389)		0
Net Expenditure	0	(1,389)	0	1,389				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
312 Arnolds Wood								
4306 Woodland Areas	0	68	1,000	932		932	6.8%	
Arnolds Wood :- Indirect Expenditure	<u>0</u>	<u>68</u>	<u>1,000</u>	<u>932</u>	<u>0</u>	<u>932</u>	<u>6.8%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(68)</u>	<u>(1,000)</u>	<u>(932)</u>				
403 Public Conveniences								
4011 Rates	0	(5,788)	5,789	11,577		11,577	(100.0%)	(5,789)
4012 Water	179	1,337	2,500	1,163		1,163	53.5%	
4014 Light & Heat	189	1,495	3,000	1,505		1,505	49.8%	
4028 Uniforms/Protective Clothing	0	57	0	(57)		(57)	0.0%	
4041 Property & Other Maintenance	35	304	3,000	2,696		2,696	10.1%	
4311 Public Conv's Cleaning Product	44	668	1,500	832		832	44.5%	
Public Conveniences :- Indirect Expenditure	<u>448</u>	<u>(1,928)</u>	<u>15,789</u>	<u>17,717</u>	<u>0</u>	<u>17,717</u>	<u>(12.2%)</u>	<u>(5,789)</u>
Net Expenditure	<u>(448)</u>	<u>1,928</u>	<u>(15,789)</u>	<u>(17,717)</u>				
6002 plus Transfer from EMR	0	(5,789)						
Movement to/(from) Gen Reserve	<u>(448)</u>	<u>(3,861)</u>						
501 St Margaret's Hall								
1001 Booking Income	3,528	19,819	42,750	22,931			46.4%	
1085 FIT Income	0	889	3,100	2,211			28.7%	
1203 Events Income	1,354	1,650	3,200	1,550			51.6%	
St Margaret's Hall :- Income	<u>4,882</u>	<u>22,358</u>	<u>49,050</u>	<u>26,692</u>			<u>45.6%</u>	<u>0</u>
4011 Rates	403	2,824	4,841	2,017		2,017	58.3%	
4012 Water	73	608	2,000	1,392		1,392	30.4%	
4013 Rent	0	0	(20,000)	(20,000)		(20,000)	0.0%	
4014 Light & Heat	311	1,622	2,450	828		828	66.2%	
4016 Refuse Disposal	107	800	2,070	1,270		1,270	38.6%	
4017 Cleaning	73	590	1,500	910		910	39.3%	
4019 Miscellaneous	0	0	100	100		100	0.0%	
4027 Licences	25	335	960	625		625	34.8%	
4030 Events	1,302	1,818	2,000	182		182	90.9%	
4032 Publicity	0	0	750	750		750	0.0%	
4040 Alarms	59	416	714	298		298	58.3%	
4041 Property & Other Maintenance	1,464	2,914	12,500	9,586		9,586	23.3%	
4043 Equipment Repairs&RunningCosts	0	38	3,100	3,062		3,062	1.2%	
4046 Equipment Purchase	0	2,928	8,480	5,552		5,552	34.5%	
4065 Zettle Charges	9	13	0	(13)		(13)	0.0%	
St Margaret's Hall :- Indirect Expenditure	<u>3,828</u>	<u>14,905</u>	<u>21,465</u>	<u>6,560</u>	<u>0</u>	<u>6,560</u>	<u>69.4%</u>	<u>0</u>
Net Income over Expenditure	<u>1,054</u>	<u>7,453</u>	<u>27,585</u>	<u>20,132</u>				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
601 Bearfield								
4601 Bearfield Maintenance	271	1,733	2,500	767		767	69.3%	
Bearfield :- Indirect Expenditure	271	1,733	2,500	767	0	767	69.3%	0
Net Expenditure	(271)	(1,733)	(2,500)	(767)				
602 Festival Gardens								
4602 Festival Gardens	0	0	1,000	1,000		1,000	0.0%	
Festival Gardens :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	0	0	(1,000)	(1,000)				
Operations :- Income	9,037	53,092	97,860	44,768			54.3%	
Expenditure	11,112	64,833	124,711	59,878	0	59,878	52.0%	
Net Income over Expenditure	(2,075)	(11,740)	(26,851)	(15,111)				
plus Transfer from EMR	0	(5,789)						
Movement to/(from) Gen Reserve	(2,075)	(17,529)						
Sustainable Transport								
402 Highways & Transport								
4409 Highways Improvements	0	(6,910)	20,000	26,910		26,910	(34.5%)	
Highways & Transport :- Indirect Expenditure	0	(6,910)	20,000	26,910	0	26,910	(34.6%)	0
Net Expenditure	0	6,910	(20,000)	(26,910)				
Sustainable Transport :- Income	0	0	0	0			0.0%	
Expenditure	0	(6,910)	20,000	26,910	0	26,910	(34.6%)	
Movement to/(from) Gen Reserve	0	6,910						
Grand Totals:- Income	41,727	1,078,849	1,097,050	18,201			98.3%	
Expenditure	68,539	483,279	1,168,046	684,767	0	684,767	41.4%	
Net Income over Expenditure	(26,812)	595,570	(70,996)	(666,566)				
plus Transfer from EMR	665	(122,359)						
less Transfer to EMR	0	1,725						
Movement to/(from) Gen Reserve	(26,147)	471,485						