



HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH
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Website: www.hockley-essex.gov.uk

Finance and Governance Committee Chairman: Cllr. S. Martin
Finance and Governance Committee Members: Cllr. B. Thorogood
Cllr. L. Vingoe.
Cllr. A. Eves

Members of the Resources and Procedures Committee are hereby summoned to attend the **Finance and Governance Committee meeting** to be held on **Monday 5th December 2022 at 6.30pm** at The Old Fire Station, 58 Southend Road, Hockley for the purpose of transacting the following business The press and public are welcome to attend.

K, Hawkes

Karen Hawkes BSc (Hons)
Parish Clerk and RFO
29th November 2022

AGENDA

- 1. Chair's Opening Announcements**
 - 2. Recording of Meetings**
To receive notification from any persons present of intent to record the meeting
 - 3. Apologies for Absence**
To receive apologies for absence.
 - 4. Finance and Governance Committee Minutes**
To agree the minutes of the Finance and Governance committee minutes held on 7th November.
 - 5. Declaration of Interests**
To receive member's declarations of interests in respect of items on the agenda.
 - 6. Public Participation Session**
There will be 15 minutes available for this session where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker will be permitted.
- The Parish Council resolved to exclude the press and public for item 7 meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, s.1(2).*
- 7. Hall Correspondence**
To receive hall correspondence from regular hirer. Committee to agree response

Meeting to be re-opened to the public

8. Finance

- a) To note Payroll for October 2022 for ratification
- b) To note Payments for the month of October 2022 Appendix 1
- c) *Bank Reconciliations*: To note Bank Reconciliations for Barclays Current Account for October 2022.
- d) *Income & Expenditure*: To note October Income & Expenditure

9. Project Fund

Members to consider creating a Project Fund. This would enable one off projects to be planned by the individual Committees. Request to be made to the Governance and Finance Committee once the background work of the project has been completed. Suggested amount of £50,000 which would be replenished at the end of the financial year.

10. Disposal of Hockley Parish Council truck

To consider offer of £3,500 (as stipulated on we buy any car) for the purchase of the Hockley Parish Council truck, the truck currently has 11 months left on the MOT although it was noted that additional journeys should be made to stop corrosion of brake disks and exhaust.

11. Unity Trust application

Parish Clerk to report

12. Earmarked Reserves

Members to review the current earmarked reserves

13. Budget 2023 / 2024

Budget Reports attached to the agenda for the 2023 / 2024 financial year. The budget for the 2022/2023 financial year was an expenditure of £360,104 and a precept demand of £302,296, £57,808 funded from general reserves.

- Correspondence received from Rochford District Council, DRAFT Council Tax Base 3882.70, to retain the current precept figure a Band D would be required to be £77.86, Band D is currently £75.50

Following a pre-budget meeting held on 28th November a budget with an expenditure of £386,403 was prepared. With no support from Parish Council reserves a Band D precept would be £99.51.

- Members to consider a budget recommendation for Council on 16th January 2023
- Members to consider a precept recommendation for Council on 16th January 2023

14. Items for next meeting.

15. Date of next meeting

Date of the next Resources and Procedures Committee to be agreed

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
20/09/2022	Reliable Fire Protection Ltd.	BACS	391.87			4036	111	391.87	Reliable Fire Protection Ltd.
20/09/2022	Amazon EU1	BACS	179.00			4042	111	179.00	VAX Hoover
28/09/2022	J and C party pets	BACS	377.00			4072	301	377.00	J and C party pets
28/09/2022	PLRS Stage Services	BACS	275.00			4981	301	275.00	PLRS Stage Services
05/10/2022	DOTS	DD	180.00			4026	101	180.00	PHOTOCOPIER
10/10/2022	DVLA	DD	25.43			4043	219	25.43	TRUCK TAX
13/10/2022	hire station	BACS	462.00			4981	301	462.00	Fencing for Christmas Lights
14/10/2022	Anglian Water Services Limited	14102022	87.00	87.00		500			Purchase Ledger Payment
17/10/2022	Constable Maintenance	205455	2,528.00	2,528.00		500			Ranger Duties September
17/10/2022	Fulford Plumbing	205456	180.00	180.00		500			Annual Service Parish Hall
17/10/2022	SLCC Enterprises	205457	519.80	519.80		500			National Conference
17/10/2022	SLCC Enterprises	205458	45.00	45.00		500			National Conference
17/10/2022	Rochford District Council	205459	240.00	240.00		500			Play Inspections
17/10/2022	Rochford District Council	205460	1,728.00	1,728.00		500			24 Week Inspection
17/10/2022	Crown Gas and Power	17102022	43.94	43.94		500			Purchase Ledger Payment
20/10/2022	SOLOPRESS	BACS	176.67			4073	301	176.67	SOLOPRESS
21/10/2022	Drax Energy Solutions Limited	211022	94.98	94.98		500			Purchase Ledger Payment
24/10/2022	A and J Lighting Solutions	205461	610.80	610.80		500			Call out/Holophane LED FIT
24/10/2022	J&C's Party Pets LTD	205462	1,131.30	1,131.30		500			Reindeer and Handler/Carriage
24/10/2022	LGRC Associates Limited	205463	6,154.17	6,154.17		500			Accommodation/Ni/Travel
24/10/2022	PHS Group	205464	1,100.03	1,100.03		500			Personnel Hygiene Services
24/10/2022	PLRS Media LTD	205465	1,075.00	1,075.00		500			Mobile Stage Hire/Sound System
24/10/2022	Rialtas Business Solutions	205466	1,490.40	1,490.40		500			OMEGA Software
24/10/2022	Veolia Environmental Services	205468	656.40	656.40		500			Fuel Surcharge
24/10/2022		dd24102022	112.33	112.33		500			Purchase Ledger Payment
24/10/2022		24102022	29.56	29.56		500			Purchase Ledger Payment
24/10/2022	A and J Lighting Solutions	205461	610.80	610.80		500			Purchase Ledger Payment
24/10/2022	J&C's Party Pets LTD	205462	1,131.30	1,131.30		500			Purchase Ledger Payment
24/10/2022	J and M Payroll	BACS	9,006.03			4001	101	9,006.03	October Wages
28/10/2022	Ice Digital	205470	19.20	19.20		500			Backup Microsoft 365
28/10/2022	Rochford District Council	205471	119.80	119.80		500			Recharge Electricity Toilets
31/10/2022	Reliable Fire Protection Ltd.	BACS	-391.87			4036	111	-391.87	Reliable Fire Protection Ltd.
Total Payments for Month			30,388.94	19,707.81	0.00			10,681.13	
Balance Carried Fwd			142,590.75						
Cashbook Totals			172,979.69	19,707.81	0.00			153,271.88	

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Barclays Current Account	31/10/2022	1	159,336.75
			<u>159,336.75</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
01/04/2022 CHQ 205236 Z Graham		90.00	
21/06/2022 CHQ 205314 S J Chelmsford		5.91	
29/06/2022 CHQ 205327 Kelly Bottle		32.97	
20/09/2022 205428 A and J Lighting Solutions		175.20	
20/09/2022 205429 A and J Lighting Solutions		285.95	
20/09/2022 205440 Ice Digital		24.00	
20/09/2022 205445 Rialtas Business Solutions		420.00	
17/10/2022 205456 Fulford Plumbing		180.00	
17/10/2022 205457 SLCC Enterprises		519.80	
17/10/2022 205458 SLCC Enterprises		45.00	
17/10/2022 205459 Rochford District Council		240.00	
17/10/2022 205460 Rochford District Council		1,728.00	
24/10/2022 205461 A and J Lighting Solutions		610.80	
24/10/2022 205462 J&C's Party Pets LTD		1,131.30	
24/10/2022 205463 LGRC Associates Limited		6,154.17	
24/10/2022 205465 PLRS Media LTD		1,075.00	
24/10/2022 205466 Rialtas Business Solutions		1,490.40	
24/10/2022 205468 Veolia Environmental Services		656.40	
24/10/2022 205461 A and J Lighting Solutions		610.80	
24/10/2022 205462 J&C's Party Pets LTD		1,131.30	
28/10/2022 205470 Ice Digital		19.20	
28/10/2022 205471 Rochford District Council		119.80	
			<u>16,746.00</u>
			142,590.75
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			142,590.75
		Balance per Cash Book is :-	142,590.75
		Difference Excluding Adjustments is :-	0.00
<u>Adjustments to Reconciliation</u>			
14/07/2022 DD Anglian Water Business		0.00	
			<u>0.00</u>
		Unreconciled Difference is :-	<u>0.00</u>

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Administration</u>								
1076 Precept	0	302,296	0	(302,296)			0.0%	
1090 Interest Received	0	38	50	12			75.5%	
Administration :- Income	<u>0</u>	<u>302,334</u>	<u>50</u>	<u>(302,284)</u>			<u>604667.5</u>	<u>0</u>
4001 Salaries & Wages	9,006	79,400	98,100	18,700		18,700	80.9%	
4002 Overtime	0	0	1,000	1,000		1,000	0.0%	
4004 Cleaning	0	0	0	(0)		(0)	0.0%	
4007 Courses / Conferences	0	0	250	250		250	0.0%	
4008 Training	499	719	1,500	781		781	47.9%	
4009 Travel	0	0	250	250		250	0.0%	
4012 Water and Sewage	0	(0)	0	0		0	0.0%	
4021 Telephone & Mobile Phones	116	1,213	2,543	1,330		1,330	47.7%	
4022 Postage	0	220	50	(170)		(170)	440.0%	
4023 Stationery & Printing	0	107	750	643		643	14.3%	
4024 Subscriptions/Publications	0	1,392	2,000	608		608	69.6%	
4025 Insurance	0	4,268	3,500	(768)		(768)	121.9%	
4026 Photocopy Hire / Charges	180	860	1,500	640		640	57.3%	
4027 Computer Software & IT	1,278	3,697	4,000	303		303	92.4%	
4029 Web site expenses	0	0	500	500		500	0.0%	
4036 Property Maintenance	0	(0)	0	0		0	0.0%	
4040 New & Replacement Equipment	0	0	250	250		250	0.0%	
4042 Equipment Maintenance/Running	0	0	250	250		250	0.0%	
4052 Bank Interest	0	(9)	0	9		9	0.0%	
4055 Legal Fees	0	8,254	0	(8,254)		(8,254)	0.0%	
4056 Accountancy Fees	0	(600)	800	1,400		1,400	(75.0%)	
4057 Audit Fees	0	(485)	815	1,300		1,300	(59.5%)	
4060 Other Professional Fees	1,365	14,490	6,000	(8,490)		(8,490)	241.5%	
4067 I/Tax & NHI	0	3,251	25,000	21,749		21,749	13.0%	
4070 employer pension contribution	0	4,559	34,770	30,211		30,211	13.1%	
4071 Payroll Administration	0	300	850	550		550	35.3%	
4074 HR Support	0	0	2,000	2,000		2,000	0.0%	
4711 Grants Power of competence	0	0	2,000	2,000		2,000	0.0%	
Administration :- Indirect Expenditure	<u>12,445</u>	<u>121,637</u>	<u>188,678</u>	<u>67,041</u>	<u>0</u>	<u>67,041</u>	<u>64.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(12,445)</u>	<u>180,696</u>	<u>(188,628)</u>	<u>(369,324)</u>				
<u>102 Civic</u>								
4007 Courses / Conferences	0	0	1,000	1,000		1,000	0.0%	
4069 Community Activities	0	0	500	500		500	0.0%	
4201 Chairman's Allowance	0	53	350	297		297	15.2%	

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4202 Councillors' Allowances	0	2,643	16,000	13,357		13,357	16.5%	
4211 Civic Regalia	0	0	50	50		50	0.0%	
4212 Honours Board	0	0	50	50		50	0.0%	
4213 Remembrance Wreaths	90	157	70	(87)		(87)	223.6%	
4251 Election Expenses	0	0	500	500		500	0.0%	
Civic :- Indirect Expenditure	90	2,852	18,520	15,668	0	15,668	15.4%	0
Net Expenditure	(90)	(2,852)	(18,520)	(15,668)				
<u>111 Parish Hall</u>								
1010 Letting Income - Block Booking	599	1,790	4,000	2,210			44.8%	
1011 Letting Income - W/d casual	0	934	1,000	66			93.4%	
1012 Letting Income - Sat Casual	0	135	500	365			27.0%	
1013 Letting Income - Sun Casual	0	0	250	250			0.0%	
Parish Hall :- Income	599	2,859	5,750	2,891			49.7%	0
4004 Cleaning	0	48	0	(48)		(48)	0.0%	
4006 Protective Clothing	0	0	250	250		250	0.0%	
4012 Water and Sewage	0	1,021	1,500	479		479	68.0%	
4014 Electricity	0	698	2,000	1,302		1,302	34.9%	
4015 Gas	0	320	860	540		540	37.2%	
4017 Cleaning Materials	0	51	1,000	949		949	5.1%	
4018 Waste Bin Service/Recycling	547	1,130	2,500	1,370		1,370	45.2%	
4036 Property Maintenance	180	507	7,000	6,493		6,493	7.2%	
4037 General Maintenance	0	0	500	500		500	0.0%	
4040 New & Replacement Equipment	0	0	750	750		750	0.0%	
4042 Equipment Maintenance/Running	179	179	0	(179)		(179)	0.0%	
4078 Hall Hire Deposit Refunds	0	1,120	0	(1,120)		(1,120)	0.0%	
4083 Sanitary/Nappy Bags	0	917	450	(467)		(467)	203.7%	
Parish Hall :- Indirect Expenditure	906	5,991	16,810	10,819	0	10,819	35.6%	0
Net Income over Expenditure	(307)	(3,131)	(11,060)	(7,929)				
<u>219 Environment and Open Spaces</u>								
4006 Protective Clothing	0	0	500	500		500	0.0%	
4012 Water and Sewage	0	0	50	50		50	0.0%	
4019 green waste disposal	0	117	500	383		383	23.3%	
4035 Vandalism	0	0	250	250		250	0.0%	
4037 General Maintenance	0	149	1,500	1,351		1,351	9.9%	
4039 Grounds Maintenance	0	17,193	26,750	9,557		9,557	64.3%	
4040 New & Replacement Equipment	0	5,013	300	(4,713)		(4,713)	1670.8%	

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4041 Equipment Hire	0	0	100	100		100	0.0%	
4042 Equipment Maintenance/Running	0	0	150	150		150	0.0%	
4043 Vehicle Running Costs	25	343	2,000	1,657		1,657	17.1%	
4044 Public Seats	0	0	100	100		100	0.0%	
4045 Bus Shelters	0	0	50	50		50	0.0%	
4046 Floral Displays Town Centre	0	1,399	3,000	1,601		1,601	46.6%	
4050 Finger Posts	0	0	500	500		500	0.0%	
4061 Lock/unlock Playspaces	715	5,105	7,800	2,695		2,695	65.5%	
4062 Street light maintenance	729	6,753	12,000	5,247		5,247	56.3%	
4063 Street Light Energy	0	3,745	11,640	7,895		7,895	32.2%	
4079 Heritage Plaques	0	0	500	500		500	0.0%	
4080 Street Light New Installations	0	0	5,000	5,000		5,000	0.0%	
4102 Broad Parade	0	0	100	100		100	0.0%	
4103 Marylands Nature Reserve	0	1,500	5,000	3,500		3,500	30.0%	
4104 Plumberow Mount Open Space	0	55	500	445		445	11.0%	
4105 Laburnum Grove Playspace	0	0	1,500	1,500		1,500	0.0%	
4106 Plumberow Mount Playspace	0	0	500	500		500	0.0%	
4107 Land at St Peters Rd	0	0	500	500		500	0.0%	
4108 Allotments	0	2,899	5,000	2,101		2,101	58.0%	
4111 Play Area Maintenance	1,640	1,497	2,000	503		503	74.9%	
4112 Litter Bins	0	0	500	500		500	0.0%	
4215 veg control, Spa Bridge	0	564	2,256	1,692		1,692	25.0%	
4982 Verge tree maintenance	0	0	5,000	5,000		5,000	0.0%	
Environment and Open Spaces :- Indirect Expenditure	3,109	46,331	95,546	49,215	0	49,215	48.5%	0
Net Expenditure	(3,109)	(46,331)	(95,546)	(49,215)				
<u>301 Community Engagement and Event</u>								
1020 Pitch Hire Fees	400	400	0	(400)			0.0%	
1052 Sponsorship Income	0	0	1,000	1,000			0.0%	
Community Engagement and Event :- Income	400	400	1,000	600			40.0%	0
4033 Newsletter distribution	0	0	500	500		500	0.0%	
4065 Festive Lighting Installation	0	4,383	23,000	18,617		18,617	19.1%	
4069 Community Activities	0	280	1,450	1,170		1,170	19.3%	
4072 Festive Lighting Event	2,395	2,395	0	(2,395)		(2,395)	0.0%	
4073 Newsletter printing	177	177	500	323		323	35.3%	
4116 Public Toilets	114	2,977	0	(2,977)		(2,977)	0.0%	
4117 Wheelchair Hire	0	0	100	100		100	0.0%	
4981 Events	1,990	5,433	15,000	9,567		9,567	36.2%	
Community Engagement and Event :- Indirect Expenditure	4,676	15,644	40,550	24,906	0	24,906	38.6%	0
Net Income over Expenditure	(4,276)	(15,244)	(39,550)	(24,306)				

Detailed Income & Expenditure by Budget Heading 31/10/2022

Month No: 7

Finance and Governance Committee December 2022

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	999	305,593	6,800	(298,793)			4494.0%	
Expenditure	21,225	192,455	360,104	167,649	0	167,649	53.4%	
Net Income over Expenditure	<u>(20,226)</u>	<u>113,138</u>	<u>(353,304)</u>	<u>(466,442)</u>				
Movement to/(from) Gen Reserve	<u>(20,226)</u>	<u>113,138</u>						

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
321 EMR Vehicle Depreciation	13,180.46		13,180.46
322 EMR Retirement Gratuities	0.00		0.00
323 EMR Speed Signs Grant	0.00		0.00
324 EMR Street Lights	0.00		0.00
325 EMR Next Years Precept	0.00		0.00
326 EMR Staff Retirement Gratuity	0.00		0.00
327 EMR St Peter's Road Land	520.00		520.00
328 The "Massive" Project	0.00		0.00
329 EMR Elections	3,000.00		3,000.00
330 EMR Exercise Equipment	0.00		0.00
331 EMR Village Hall Equipment	0.00		0.00
332 EMR Cap Parks Traffic Manageme	0.00		0.00
333 EMR Public Toilets	32,403.06		32,403.06
334 EMR Health and Safety	3,365.01		3,365.01
335 EMR Hall Office Move	1,118.45		1,118.45
336 EMR FIRE DOORS	0.00		0.00
337 EMR Play Areas	5,000.00		5,000.00
338 EMR Refurbishment of Hall	2,895.92		2,895.92
339 EMR Training/Recruitment	1,093.00		1,093.00
340 EMR Allotments	5,539.00		5,539.00
341 EMR Trees	645.00		645.00
342 EMR Footpath	5,000.00		5,000.00
343 EMR Special Constables	3,000.00		3,000.00
344 EMR Festive Lights	3,000.00		3,000.00
345 EMR Litter Bins	1,360.00		1,360.00
	<u>81,119.90</u>	<u>0.00</u>	<u>81,119.90</u>

Annual Budget - By Centre (Actual YTD Month 7)

Note: Finance and Governance Draft 2023 / 2024

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
101 Administration									
1076 Precept	293,492	293,492	0	302,296	0	0	302,296	0	0
1077 Grants Received	0	10,193	0	0	0	0	0	0	0
1090 Interest Received	100	25	50	38	0	0	50	0	0
Total Income	<u>293,592</u>	<u>303,710</u>	<u>50</u>	<u>302,334</u>	<u>0</u>	<u>0</u>	<u>302,346</u>	<u>0</u>	<u>0</u>
4000 Sub Contract / Casual Wages	0	2,856	0	0	0	0	0	0	0
4001 Salaries & Wages	45,500	45,382	98,100	79,400	0	0	98,100	0	0
4002 Overtime	1,000	0	1,000	0	0	0	1,000	0	0
4004 Cleaning	0	0	0	0	0	0	0	0	0
4007 Courses / Conferences	250	0	250	0	0	0	250	0	0
4008 Training	1,500	650	1,500	719	0	0	1,500	0	0
4009 Travel	500	48	250	0	0	0	250	0	0
4012 Water and Sewage	0	437	0	0	0	0	0	0	0
4020 Misc Establishment Costs	0	234	0	0	0	0	0	0	0
4021 Telephone & Mobile Phones	2,000	1,983	2,543	1,213	0	0	2,543	0	0
4022 Postage	76	17	50	220	0	0	50	0	0
4023 Stationery & Printing	1,000	444	750	107	0	0	1,000	0	0
4024 Subscriptions/Publications	2,000	1,479	2,000	1,392	0	0	2,000	0	0
4025 Insurance	4,500	2,559	3,500	4,268	0	0	4,500	0	0
4026 Photocopy Hire / Charges	1,500	1,071	1,500	860	0	0	1,500	0	0
4027 Computer Software & IT	3,000	3,102	4,000	3,697	0	0	4,000	0	0
4029 Web site expenses	2,000	41	500	0	0	0	500	0	0
4036 Property Maintenance	0	0	0	0	0	0	0	0	0
4037 General Maintenance	0	20	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Finance and Governance Draft 2023 / 2024

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4040 New & Replacement Equipment	250	36	250	0	0	0	250	0	0
4042 Equipment Maintenance/Running	500	0	250	0	0	0	250	0	0
4052 Bank Interest	0	0	0	-9	0	0	0	0	0
4055 Legal Fees	0	501	0	8,254	0	0	0	0	0
4056 Accountancy Fees	800	1,200	800	-600	0	0	1,500	0	0
4057 Audit Fees	1,000	1,259	815	-485	0	0	1,500	0	0
4060 Other Professional Fees	1,000	2,400	6,000	14,490	0	0	6,000	0	0
4067 I/Tax & NHI	21,000	24,674	25,000	3,251	0	0	25,000	0	0
4070 employer pension contribution	23,000	19,850	34,770	4,559	0	0	34,770	0	0
4071 Payroll Administration	720	560	850	300	0	0	850	0	0
4074 HR Support	2,000	0	2,000	0	0	0	2,000	0	0
4711 Grants Power of competence	3,000	0	2,000	0	0	0	5,500	0	0
Overhead Expenditure	<u>118,096</u>	<u>110,802</u>	<u>188,678</u>	<u>121,637</u>	<u>0</u>	<u>0</u>	<u>194,813</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>175,496</u>	<u>192,908</u>	<u>(188,628)</u>	<u>180,696</u>	<u>0</u>		<u>107,533</u>		
102 Civic									
4001 Salaries & Wages	0	6,553	0	0	0	0	0	0	0
4007 Courses / Conferences	1,000	2,384	1,000	0	0	0	1,500	0	0
4069 Community Activities	0	0	500	0	0	0	0	0	0
4201 Chairman's Allowance	350	0	350	53	0	0	350	0	0
4202 Councillors' Allowances	16,000	3,170	16,000	2,643	0	0	16,000	0	0
4211 Civic Regalia	50	0	50	0	0	0	500	0	0
4212 Honours Board	100	0	50	0	0	0	1,000	0	0
4213 Remembrance Wreaths	90	0	70	157	0	0	100	0	0
4251 Election Expenses	500	1,714	500	0	0	0	500	0	0

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Finance and Governance Draft 2023 / 2024

		<u>2021/22</u>		<u>2022/23</u>			<u>2023/24</u>			
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
	Overhead Expenditure	18,090	13,821	18,520	2,852	0	0	19,950	0	0
	Movement to/(from) Gen Reserve	(18,090)	(13,821)	(18,520)	(2,852)	0		(19,950)		
104	<u>Admin Payroll</u>									
4001	Salaries & Wages	0	50	0	0	0	0	0	0	0
4021	Telephone & Mobile Phones	0	103	0	0	0	0	0	0	0
	Overhead Expenditure	0	153	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(153)	0	0	0		0		
105	<u>Forward Plan</u>									
4075	Forward Plan	2,000	0	0	0	0	0	0	0	0
	Overhead Expenditure	2,000	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(2,000)	0	0	0	0		0		
111	<u>Parish Hall</u>									
1010	Letting Income - Block Booking	4,000	2,216	4,000	1,790	0	0	4,000	0	0
1011	Letting Income - W/d casual	500	335	1,000	934	0	0	1,000	0	0
1012	Letting Income - Sat Casual	500	207	500	135	0	0	500	0	0
1013	Letting Income - Sun Casual	250	0	250	0	0	0	250	0	0
	Total Income	5,250	2,758	5,750	2,859	0	0	5,750	0	0
4001	Salaries & Wages	19,500	23,018	0	0	0	0	0	0	0
4004	Cleaning	0	163	0	48	0	0	0	0	0
4006	Protective Clothing	100	0	250	0	0	0	250	0	0
4012	Water and Sewage	1,000	1,228	1,500	1,021	0	0	1,500	0	0
4014	Electricity	2,000	4,568	2,000	698	0	0	4,000	0	0

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Note: Finance and Governance Draft 2023 / 2024

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4015	Gas	300	1,151	860	320	0	0	2,000	0	0
4017	Cleaning Materials	1,000	307	1,000	51	0	0	1,000	0	0
4018	Waste Bin Service/Recycling	2,300	1,380	2,500	1,130	0	0	2,500	0	0
4036	Property Maintenance	7,000	1,142	7,000	507	0	0	10,500	0	0
4037	General Maintenance	500	2,390	500	0	0	0	0	0	0
4040	New & Replacement Equipment	750	378	750	0	0	0	750	0	0
4042	Equipment Maintenance/Running	0	0	0	179	0	0	0	0	0
4078	Hall Hire Deposit Refunds	0	0	0	1,120	0	0	0	0	0
4083	Sanitary/Nappy Bags	450	0	450	917	0	0	1,000	0	0
	Overhead Expenditure	<u>34,900</u>	<u>35,727</u>	<u>16,810</u>	<u>5,991</u>	<u>0</u>	<u>0</u>	<u>23,500</u>	<u>0</u>	<u>0</u>
	111 Net Income over Expenditure	-29,650	-32,969	-11,060	-3,131	0	0	-17,750	0	0
6000	plus Transfers from EMR	0	508	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(29,650)</u>	<u>(32,460)</u>	<u>(11,060)</u>	<u>(3,131)</u>	<u>0</u>		<u>(17,750)</u>		
<u>201</u>	<u>Plumberow Play Area</u>									
4039	Grounds Maintenance	0	2,229	0	0	0	0	0	0	0
	Overhead Expenditure	<u>0</u>	<u>2,229</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(2,229)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
<u>212</u>	<u>Marylands Nature Reserve</u>									
4039	Grounds Maintenance	0	4,458	0	0	0	0	0	0	0
	Overhead Expenditure	<u>0</u>	<u>4,458</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(4,458)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
<u>213</u>	<u>Broad Parade</u>									

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Note: Finance and Governance Draft 2023 / 2024

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4012	Water and Sewage	50	20	0	0	0	0	0	0	0
4039	Grounds Maintenance	0	564	0	0	0	0	0	0	0
	Overhead Expenditure	50	584	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(50)	(584)	0	0	0		0		
<u>219</u>	<u>Environment and Open Spaces</u>									
4001	Salaries & Wages	25,000	13,421	0	0	0	0	0	0	0
4006	Protective Clothing	500	0	500	0	0	0	500	0	0
4012	Water and Sewage	0	0	50	0	0	0	50	0	0
4019	green waste disposal	500	263	500	117	0	0	500	0	0
4035	Vandalism	250	0	250	0	0	0	250	0	0
4037	General Maintenance	2,300	409	1,500	149	0	0	1,500	0	0
4039	Grounds Maintenance	27,348	25,038	26,750	17,193	0	0	40,000	0	0
4040	New & Replacement Equipment	300	0	300	5,013	0	0	300	0	0
4041	Equipment Hire	100	0	100	0	0	0	100	0	0
4042	Equipment Maintenance/Running	150	0	150	0	0	0	150	0	0
4043	Vehicle Running Costs	1,000	2,275	2,000	343	0	0	2,000	0	0
4044	Public Seats	0	0	100	0	0	0	500	0	0
4045	Bus Shelters	0	0	50	0	0	0	50	0	0
4046	Floral Displays Town Centre	0	0	3,000	1,399	0	0	7,000	0	0
4050	Finger Posts	500	0	500	0	0	0	0	0	0
4061	Lock/unlock Playspaces	7,800	5,197	7,800	5,105	0	0	9,000	0	0
4062	Street light maintenance	0	0	12,000	6,753	0	0	12,000	0	0
4063	Street Light Energy	0	0	11,640	3,745	0	0	11,640	0	0
4079	Heritage Plaques	0	0	500	0	0	0	500	0	0

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Note: Finance and Governance Draft 2023 / 2024

		<u>2021/22</u>		<u>2022/23</u>			<u>2023/24</u>			
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4080	Street Light New Installations	0	0	5,000	0	0	0	5,000	0	0
4102	Broad Parade	0	0	100	0	0	0	0	0	0
4103	Marylands Nature Reserve	5,000	0	5,000	1,500	0	0	0	0	0
4104	Plumberow Mount Open Space	750	0	500	55	0	0	0	0	0
4105	Laburnum Grove Playspace	0	358	1,500	0	0	0	0	0	0
4106	Plumberow Mount Playspace	0	173	500	0	0	0	0	0	0
4107	Land at St Peters Rd	500	480	500	0	0	0	0	0	0
4108	Allotments	5,000	3,040	5,000	2,899	0	0	5,000	0	0
4111	Play Area Maintenance	2,000	1,353	2,000	1,497	0	0	2,000	0	0
4112	Litter Bins	500	1,546	500	0	0	0	1,000	0	0
4215	veg control, Spa Bridge	0	0	2,256	564	0	0	0	0	0
4982	Verge tree maintenance	0	0	5,000	0	0	0	5,000	0	0
	Overhead Expenditure	79,498	53,553	95,546	46,331	0	0	104,040	0	0
6000	plus Transfers from EMR	0	9,501	0	0	0	0	0	0	0
6001	less Transfers to EMR	0	539	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(79,498)	(44,591)	(95,546)	(46,331)	0		(104,040)		
<u>222</u>	<u>Street Scene</u>									
4044	Public Seats	300	0	0	0	0	0	0	0	0
4045	Bus Shelters	50	0	0	0	0	0	0	0	0
4046	Floral Displays Town Centre	3,000	1,118	0	0	0	0	0	0	0
4102	Broad Parade	100	0	0	0	0	0	0	0	0
4215	veg control, Spa Bridge	2,256	1,316	0	0	0	0	0	0	0
	Overhead Expenditure	5,706	2,434	0	0	0	0	0	0	0
6001	less Transfers to EMR	0	4,060	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Finance and Governance Draft 2023 / 2024

		<u>2021/22</u>		<u>2022/23</u>			<u>2023/24</u>			
		Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
	Movement to/(from) Gen Reserve	(5,706)	(6,494)	0	0	0		0		
226	Verges /Trees									
4039	Grounds Maintenance	0	900	0	0	0	0	0	0	0
	Overhead Expenditure	0	900	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(900)	0	0	0		0		
301	<u>Community Engagement and Event</u>									
1020	Pitch Hire Fees	0	0	0	400	0	0	0	0	0
1052	Sponsorship Income	0	0	1,000	0	0	0	1,000	0	0
	Total Income	0	0	1,000	400	0	0	1,000	0	0
4033	Newsletter distribution	0	166	500	0	0	0	500	0	0
4065	Festive Lighting Installation	0	0	23,000	4,383	0	0	25,000	0	0
4069	Community Activities	0	0	1,450	280	0	0	0	0	0
4072	Festive Lighting Event	0	0	0	2,395	0	0	0	0	0
4073	Newsletter printing	500	139	500	177	0	0	500	0	0
4116	Public Toilets	0	0	0	2,977	0	0	3,000	12,000	0
4117	Wheelchair Hire	0	0	100	0	0	0	100	0	0
4981	Events	0	0	15,000	5,433	0	0	15,000	0	0
	Overhead Expenditure	500	305	40,550	15,644	0	0	44,100	12,000	0
	Movement to/(from) Gen Reserve	(500)	(305)	(39,550)	(15,244)	0		(43,100)		
401	<u>Festive Lighting</u>									
1052	Sponsorship Income	1,000	0	0	0	0	0	0	0	0
	Total Income	1,000	0	0	0	0	0	0	0	0

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Note: Finance and Governance Draft 2023 / 2024

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual	Projecte	Committ	Agreed	EMR	Carried
4065 Festive Lighting Installation	20,000	19,045	0	0	0	0	0	0	0
4072 Festive Lighting Event	3,000	0	0	0	0	0	0	0	0
Overhead Expenditure	23,000	19,045	0	0	0	0	0	0	0
401 Net Income over Expenditure	-22,000	-19,045	0	0	0	0	0	0	0
6000 plus Transfers from EMR	0	5,087	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(22,000)</u>	<u>(13,958)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
<u>420 Heritage</u>									
4079 Heritage Plaques	500	195	0	0	0	0	0	0	0
Overhead Expenditure	500	195	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(500)</u>	<u>(195)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
<u>430 Facilities - Toilets - Wheelc</u>									
4003 Contract Cleaning	0	2,523	0	0	0	0	0	0	0
4116 Public Toilets	0	8,832	0	0	0	0	0	0	0
4117 Wheelchair Hire	1,000	654	0	0	0	0	0	0	0
Overhead Expenditure	1,000	12,008	0	0	0	0	0	0	0
6000 plus Transfers from EMR	0	3,597	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(1,000)</u>	<u>(8,411)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
<u>501 Street Lighting</u>									
4062 Street light maintenance	8,000	8,297	0	0	0	0	0	0	0
4063 Street Light Energy	10,400	8,652	0	0	0	0	0	0	0
4080 Street Light New Installations	0	11,788	0	0	0	0	0	0	0
Overhead Expenditure	18,400	28,737	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Finance and Governance Draft 2023 / 2024

		<u>2021/22</u>		<u>2022/23</u>			<u>2023/24</u>			
		<u>Budget</u>	<u>Actual</u>	<u>Total</u>	<u>Actual</u>	<u>Projecte</u>	<u>Committ</u>	<u>Agreed</u>	<u>EMR</u>	<u>Carried</u>
6000	plus Transfers from EMR	0	13,060	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(18,400)</u>	<u>(15,677)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
502	<u>Community Acitivites</u>									
4069	Community Activities	1,250	678	0	0	0	0	0	0	0
	Overhead Expenditure	1,250	678	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(1,250)</u>	<u>(678)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
	Total Budget Income	299,842	306,468	6,800	305,593	0	0	309,096	0	0
	Expenditure	302,990	285,629	360,104	192,455	0	0	386,403	12,000	0
	Net Income over Expenditure	<u>-3,148</u>	<u>20,839</u>	<u>-353,304</u>	<u>113,138</u>	<u>0</u>	<u>0</u>	<u>-77,307</u>	<u>-12,000</u>	<u>0</u>
	plus Transfers from EMR	0	31,754	0	0	0	0	0	0	0
	less Transfers to EMR	0	4,599	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(3,148)</u>	<u>47,993</u>	<u>(353,304)</u>	<u>113,138</u>	<u>0</u>		<u>(77,307)</u>		