

# Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



## FINANCE AND STRATEGY COMMITTEE AGENDA

### To: Committee members:

Councillor Nigel Bowler

Councillor Tim Davies

Councillor David Dobbie

Councillor Paul Key

Councillor James Plastow

Councillor Richard Craig

Councillor Michael Devine

Councillor Richard Doy

Councillor Liam Muggridge

**Notice** is hereby given that a meeting of the **Finance and Strategy Committee** which will be held on **Tuesday 21 November 2023** commencing at **7:00pm** in the meeting room, **Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ** and your attendance at such meeting is hereby requested to transact the following business.

## AGENDA

### **FS24/058 Apologies for Absence**

To note apologies for absence.

### **FS24/059 Public Participation Period**

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A period of up to 15 minutes is permitted for public participation. Participants are restricted to 3 minutes each. Please see the [Council's Public Participation at Meetings Policy](#) and [Standing Orders](#) 3 f-i for details.

### **FS24/060 Declarations of Interest**

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.

### **FS24/061 Dispensation Requests**

To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.

### **FS24/062 Items for Exclusion of Public and Press**

To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.

**FS24/063 Minutes of the Previous Meeting**

To receive the minutes of the previous Finance and Strategy Committee meeting and resolve to sign these as a true and accurate record.

**Paper A** Tuesday 17 October 2023 (pages 3 to 5)

**FS24/064 Finance Reports**

To receive and consider for approval the following financial reports:

**Paper B** Unpaid Expenditure Transactions for 16 November 2023 (pages 6 to 11)

**Paper C** Cashbook Summary (including due and unpaid transactions) for 16 November 2023 (pages 12 to 13)

**Paper D** Budget Comparison Report (including due and unpaid transactions) for 16 November 2023 (pages 14 to 31)

**FS24/065 Bank Reconciliation**

To approve and resolve to sign the monthly bank reconciliations for 31 October 2023 per paragraph 2.2 of Financial Regulations.

**Paper E** (pages 32 to 44)

**FS24/066 Draft 2024 / 2025 Budget & Estimate**

To consider draft proposed budget for 2024/25 and consider and agree precept estimate for submission to WLDC.

**Paper F** (pages 45 to 72)

**FS24/067 Items for Notification**

To receive any items for notification to be included on a future agenda (for information only)

- Internal Audit Report
- Strategic Plan
- Investments & Investment Strategy review
- Additional Bank Account
- LCAS Quality Standard
- Registrar Lease renewal

**FS24/068 Time and Date of Next Meeting**

To note the date and time of the next Finance and Strategy Committee meeting is scheduled for Tuesday 19 December 2023 at 7:00pm.

Rachel Allbones  
Interim Town Clerk  
Richmond House  
Gainsborough

Thursday, 16 November 2023

# PAPER A

# Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



## DRAFT FINANCE AND STRATEGY COMMITTEE MINUTES

Minutes of the Finance and Strategy Committee meeting held on **Tuesday 17 October 2023** at **7:00pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

**Councillors Present:** Councillor Paul Key (Chairman)

Councillor Nigel Bowler  
Councillor Michael Devine  
Councillor Richard Doy

Councillor Richard Craig  
Councillor David Dobbie  
Councillor James Plastow

**In Attendance:**

Rachel Allbones  
Stephen Coulman

Interim Town Clerk (ITC)  
Operations Manager (OM)

### FS24/047 Apologies for Absence

Apologies for absence were received from Councillors T Davies, L Muggridge.

### FS24/048 Declarations of Interest

No declarations of interest were made.

### FS24/049 Dispensation Requests

No dispensation requests were received.

### FS24/050 Items for Exclusion of Public and Press

No items for exclusion of public and press.

### FS24/051 Minutes of the Previous Meeting (Paper A)

**RESOLVED:** that the minutes of the Finance and Strategy Committee meeting held on Tuesday 19 September 2023 be approved as a as a true and accurate record and signed by the Chairman.

Note: Councillor Bowler abstained from voting on the above resolution.

### FS24/052 Finance Reports (Papers B, C & D)

**RESOLVED:** to **NOTE** and approve the following reports:

- Unpaid Expenditure Transactions for 12 October 2023
- Cashbook Summary (including due and unpaid transactions) for 12 October 2023

Initialled:

- Budget Comparison Report (including due and unpaid transactions) for 12 October 2023

**FS24/053 Bank Reconciliation (Paper E)**

**RESOLVED:** to approve and sign the monthly bank reconciliations for 30 September 2023.

**FS24/054 Revised Budget 2023/2024 (Papers D & F)**

**RESOLVED:** to approve the revised budget for 2023/2024.

**FS24/055 2024/2025 Budget**

**RESOLVED:** to consider budget requirements for 2024/25 for this Committee for the next meeting.

The following specific budgetary areas are considered as part of the Committee's remit:

- Administration

**FS24/056 Items for Notification**

**RESOLVED:** to **NOTE** the items for notification to be included on a future agendas:

- Draft 2024/2025 budget and estimate
- Grave Digging SLA
- Strategic Plan
- Investments & Investment Strategy review
- Additional Bank Account
- LCAS Quality Standard
- Registrar Lease renewal

**FS24/057 Time and Date of Next Meeting**

**RESOLVED:** to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 21 November 2023 at 7:00pm at Richmond House, Morton Terrace.

The meeting closed at 8:13pm

Signed as a true record of the Meeting: \_\_\_\_\_ Dated \_\_\_\_\_  
Presiding chairman of approving meeting

# PAPER B

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
20849	BP231018	09/10/2023	£318.36	£53.06	£265.30	<b>318.36</b>	Rican ATV Ltd - 4 hours attendance, replacement cable, replacement hubcap	Equipment maintenance	
20850	BP231018	13/10/2023	£420.00	£70.00	£350.00	<b>420.00</b>	Drain Wise Waste Solution Ltd - To repair water leak	General Cemetery	
20851	BP231018	16/10/2023	£972.00	£162.00	£810.00	<b>972.00</b>	Retford Memorials - Grave digging - XJCO0041, XLNC0069, plus debris clearing	Grave Digging	
20852	BP231018	10/10/2023	£57.99	£0.00	£57.99	<b>57.99</b>	Trade UK - Work boots (CT)	Staff workwear	
20858	BP231018	06/10/2023	£684.00	£114.00	£570.00	<b>684.00</b>	Agrovista UK Ltd - X80 25KG BAGS Binder Ongar Loam	Marsshalls Cricket	
20861	BP2310	18/10/2023	£470.00	£78.33	£391.67	<b>470.00</b>	Doddington Farms LLP - Norway Spruce 21'5" to 23'	Market Place Christmas Tree	
20863	BP2311	19/10/2023	£996.00	£126.00	£870.00	<b>996.00</b>	Ashby Grass Care - Renovation to bowling green and grass seed	Marshalls Sports Ground	
20865	BP2311	20/10/2023	£27.04	£4.51	£22.53		Trade UK - Hooks	Marshalls garage equipment storage	
20891	BP2311	31/10/2023	£109.99	£18.33	£91.66		Trade UK - Drip tray	Marshalls garage equipment storage	
20892	BP2311	03/11/2023	£127.51	£21.25	£106.26	<b>264.54</b>	Trade UK - 1 x Stanley block plane, x2 Bosch flappy discs, 4 x metal grinding discs (5 pack), 1 x stone grinding discs (5 pack), 1 x Ronseal gloss metal Paint gold	Misc equipment	
20866	BP2311	03/10/2023	£216.00	£36.00	£180.00	<b>216.00</b>	Elite Workwear UK - Work jackets (JB, CT, LT, GW)	Staff workwear	
20870	BP2311	26/10/2023	£98.21	£16.37	£81.84	<b>98.21</b>	Travis Perkins Trading Company Ltd - x12 Sand bags & sand	Remembrance Sunday signs	
20871	BP2311	27/10/2023	£750.00	£125.01	£624.99	<b>750.00</b>	Gainsborough Skip Hire - Skip hire Love Lane, Showfields and Foxby	Allotments	
20872	BP2311	26/10/2023	£984.00	£164.00	£820.00	<b>984.00</b>	Drain Wise Waste Solution Ltd - Install 3 new stop taps, 1 cap fitting, labour to ensure no further leaks	General Cemetery	
20873	BP2311	27/10/2023	£5,100.00	£850.00	£4,250.00	<b>5,100.00</b>	DJ Cleaning Ltd - Removal of material from cemetery compound, clear grass, clippings, branches, leaves etc	General Cemetery	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
20875	BP2311	25/10/2023	£170.40	£28.40	£142.00	<b>170.40</b>	Origin Amenity Solutions - 1 x 10 litres Flushtru' cleaner, 2 x S/Steel Amber nozzles, 1 x Igo Midi charger, 1 x Delivery contribution (small order)	Marshalls & Levellings line marking	
20876	BP231101	31/10/2023	£28.64	£4.76	£23.88	<b>28.64</b>	Auctionpax Ltd Packaging Warehouse Direct - Flammable liquid and hazard signs	H&S	
20877	BP231101	01/11/2023	£20.00	£0.00	£20.00	<b>20.00</b>	██████████ - X1 driving lesson 31/10 (50% reimbursement)	Staff training	
20878	BP2311	31/10/2023	£519.78	£86.63	£433.15	<b>519.78</b>	F5 Computing Ltd - Microsoft 365 & back ups	IT Services	
20879	BP2311	31/10/2023	£20.72	£3.45	£17.27	<b>20.72</b>	Generation (UK) Ltd - X6 Heras panels (31 days)	Richmond Park compound	
20881	BP2311	01/11/2023	£93.00	£15.50	£77.50	<b>93.00</b>	Cleaning Supplies 4U - x7 Cleanline Multi-Purpose Cleaner With Bleach - 5 Litres , x2 Duracell 1.5V 'C' INDUSTRIAL Alkaline Batteries - Pack of 10	Cleaning supplies & Richmond House fire doors	
20883	BP2311	31/10/2023	£869.86	£144.98	£724.88	<b>869.86</b>	High Street Garage - Fuel	Vehicles	
20893	BP2311	04/11/2023	£462.00	£77.00	£385.00		Retford Memorials - War Memorial cleaning	War Memorial	
20894	BP2311	04/11/2023	£570.00	£95.00	£475.00	<b>1,032.00</b>	Retford Memorials - Grave digging XLNC0061	Grave Digging	
20895	BP2311	31/10/2023	£117.60	£19.60	£98.00		Glendale Managed Services Ltd - Cutting of Levellings	Levellings Ground Maintenance	
20926	BP2311	30/09/2023	£1,069.80	£178.30	£891.50		Glendale Managed Services Ltd - Grass cutting - 6 September	Highway verge cutting	
20896	BP2311	31/10/2023	£1,069.80	£178.30	£891.50	<b>2,257.20</b>	Glendale Managed Services Ltd - Grass cutting - 9 October	Highway verge cutting	
20897	BP2311	02/11/2023	£24.00	£4.00	£20.00	<b>24.00</b>	Elite Signs Limited - Remembrance signage numbers	Remembrance Sunday signs	
20906	BP2311	06/11/2023	£3,030.00	£505.00	£2,525.00	<b>3,030.00</b>	A Price Electrical Ltd - Fixed electrical testing	Richmond Park & House, Levellings, Marshalls, Cemetery chapel	
20908	BP2311	07/11/2023	£125.00	£0.00	£125.00	<b>125.00</b>	Burton & Dyson Solicitors - Half years rent	Spital Hill Allotments	
20909	BP2311	11/09/2023	£528.00	£88.00	£440.00		RJ Tyres - x4 tyres for Kubota	Equipment maitenance	
20910	BP2311	01/11/2023	£54.00	£9.00	£45.00	<b>582.00</b>	RJ Tyres - Puncture repair	Equipment maitenance	



ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
20911	BP2311	07/11/2023	£65.90	£10.99	£54.91	<b>65.90</b>	Lincolnshire Bearings and Fasteners Ltd - Grease cartridge's and Adblue	Veichle and equipment maintenance	
20915	BP231108	07/11/2023	£20.00	£0.00	£20.00	<b>20.00</b>	██████████ - X1 driving lesson 07/11 (50% reimbursement)	Staff training	
20920	BP2311	13/11/2023	£66.00	£11.00	£55.00	<b>66.00</b>	The National Allotment Society - Membership	Membership	
20922	BP2311	11/11/2023	£170.71	£28.45	£142.26	<b>170.71</b>	Chantry Agricultural Engineers - Parts for equipment service	Equipment maintenance	
20923	BP2311	14/11/2023	£310.00	£51.67	£258.33	<b>310.00</b>	Doddington Farms LLP - Xmas tree upgrade	Market Place Christmas Tree	
20928	BP2311	15/11/2023	£250.00	£41.67	£208.33	<b>250.00</b>	DS Heating & Plumbing - Supplied and fitted pump and valves	Richmond House water tank	
20921	CC2311	13/11/2023	£56.00	£9.32	£46.68	<b>56.00</b>	Amazon EU SARM - x4 fan heaters	Marshalls function room	
20914	CC2312	07/11/2023	£161.82	£26.97	£134.85	<b>161.82</b>	City Electrical Factors Ltd - m12gg-0 m12 Cordless Grease Gun & x2 2.0AH Redl Lithium Batteries	New equipment	
20898	CC2311	28/09/2023	£63.59	£10.60	£52.99	<b>63.59</b>	Arco Ltd - Safety shoes (SC)	Staff workwear	
20899	CC2311	05/10/2023	£50.39	£8.40	£41.99	<b>50.39</b>	Adexa Direct - Commercial Water boiler	Meeting refreshments	
20900	CC2311	24/10/2023	£17.09	£2.85	£14.24	<b>17.09</b>	Parcel2Go.Com Ltd - Parcel collection	Postage	
20867	CC2311	20/10/2023	£199.00	£33.17	£165.83	<b>199.00</b>	National Rock Salt - 42 bags rock salt	Winter Grit	
20882	CC2312	01/11/2023	£24.90	£4.15	£20.75	<b>24.90</b>	Foster Footwear Ltd - Ladies snow boots (AC)	Staff Workwear	
20859	CC231017	10/10/2023	£99.20	£16.53	£82.67	<b>99.20</b>	Arco Ltd - Trojan 3-in-1 Waterproof Jacket (SC)	Staff Workwear	
20905	CC2312	29/10/2023	£19.97	£3.33	£16.64	<b>19.97</b>	Adobe Systems Software Ireland Ltd - Adobe Acrobat Pro DC Subscription	IT Services	Monthly
20925	DD231101B	01/11/2023	£212.11	£35.35	£176.76	<b>212.11</b>	CF Corporate Finance Ltd - Photocopier lease rental	Printing	Quarterly

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
20880	DD2311	01/11/2023	£76.90	£12.82	£64.08	<b>76.90</b>	Integrating Solutions Ltd - Copier charges	Printing	Monthly
20864	DD2310	24/10/2023	£93.50	£15.58	£77.92	<b>93.50</b>	Stallard Kane Associates Ltd - Employment law services	HR Services	Monthly
20853	DD2311	01/11/2023	£255.23	£0.00	£255.23		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
20854	DD2311	01/11/2023	£49.40	£0.00	£49.40		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
20855	DD2311	01/11/2023	£38.57	£0.00	£38.57	<b>343.20</b>	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
20901	DD2311	01/11/2023	£72.00	£0.00	£72.00		West Lindsey District Council - Non-Domestic Rates	North Warren Cemetery	Monthly
20902	DD2311	01/11/2023	£557.00	£0.00	£557.00		West Lindsey District Council - Non-Domestic Rates	General Cemetery	Monthly
20903	DD2311	01/11/2023	£936.00	£0.00	£936.00		West Lindsey District Council - Non-Domestic Rates	Marshalls	Monthly
20904	DD2311	01/11/2023	£258.00	£0.00	£258.00	<b>1,823.00</b>	West Lindsey District Council - Non-Domestic Rates	Richmond Park	Monthly
20869	DD2311	16/10/2023	£47.83	£2.27	£45.56		British Gas Business - Gas usage	Richmond House	11/9/23 - 10/10/23
20885	DD2311	02/11/2023	£67.94	£3.24	£64.70		British Gas Business - Electricity usage	Levelling's	28/9/23 - 30/10/23
20886	DD2311	02/11/2023	£49.43	£2.35	£47.08		British Gas Business - Electricity usage	Marshalls External Changing	28/9/23 - 30/10/23
20887	DD2311	02/11/2023	£100.32	£4.78	£95.54		British Gas Business - Electricity usage	Richmond House Flat	28/9/23 - 30/10/23
20912	DD2311	08/11/2023	£11.26	£0.54	£10.72		British Gas Business - Electricity usage	Marshalls Bowls Pavilion	5/10/23 - 5/11/23
20913	DD2311	08/11/2023	£11.59	£0.55	£11.04		British Gas Business - Electricity usage	General Cemetery	5/10/23 - 5/11/23
20919	DD2311	10/11/2023	£41.41	£1.97	£39.44	<b>329.78</b>	British Gas Business - Electricity usage	Richmond Park Greenhouse	5/10/23 - 5/11/23
20856	DD2311	17/10/2023	£46.14	£2.20	£43.94		Opus Energy - Gas Usage	Marshalls Main Pavilion	18/9/23 - 16/10/23
20857	DD2311	17/10/2023	£39.36	£1.87	£37.49		Opus Energy - Gas Usage	Levellings	18/9/23 - 16/10/23
20907	DD2311	06/11/2023	£187.82	£8.94	£178.88	<b>273.32</b>	Opus Energy - Electricity Usage	Richmond House Main House	6/10/23 - 5/11/23
20874	BP2311	28/10/2023	£28.74	£0.00	£28.74		Water Plus Ltd - Used water & surface water drainage	General Cemetery	26/9/23 - 26/10/23
20888	BP2311	03/11/2023	£47.09	£0.00	£47.09		Water Plus Ltd - Used water & surface water drainage	Richmond Park	1/10/23 - 1/11/23
20889	BP2311	03/11/2023	£24.03	£0.00	£24.03		Water Plus Ltd - Used water & surface water drainage	Marshalls	1/10/23 - 1/11/23
20890	BP2311	03/11/2023	£8.03	£0.00	£8.03	<b>107.89</b>	Water Plus Ltd - Used water & surface water drainage	Levelling's	1/10/23 - 1/11/23

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
20924	DR231107	16/10/2023	£11.50	£0.00	£11.50	<b>11.50</b>	HSBC - Bank charges	Bank Charges	17/9/23 - 16/10/23
20916	DD2311	10/11/2023	£154.74	£25.79	£128.95	<b>154.74</b>	British Telecommunications Plc - Phone line and broadband services	Phone & Broadband	Monthly
20927	DD2311	11/11/2023	£96.02	£16.00	£80.02	<b>96.02</b>	EE Ltd - X4 mobiles	Mobiles	Monthly
20918	DD2311	09/11/2023				<b>347.25</b>	Unicom - Landline, broadband & electricity charges		
		1	£55.89	£9.31	£46.58		Alarmline	Richmond House	
		2	£54.83	£9.14	£45.69		CCTV Broadband & Phoneline	Richmond House	
		3	£53.39	£8.90	£44.49		CCTV Broadband & Phoneline	Marshalls	
		4	£112.31	£5.35	£106.96		Electricity (Lewis Street)	Xmas light Electricity	1/10/23 - 1/11/23
		5	£70.83	£3.37	£67.46		Electricity (Trinity Street)	Xmas light Electricity	1/10/23 - 1/11/23
20862	DD2311	16/10/2023	£403.65	£67.28	£336.37	<b>403.65</b>	Lex Autolease Limited - Lease & service rental	Vehicle Expenses	2/11/23 - 1/12/23
20884	DD2311	01/11/2023	£271.10	£45.18	£225.92	<b>271.10</b>	Novuna Vehicle Solutions - Citroen Berlingo Lease	Vehicle Expenses	23/11/23 - 22/12/23
20917	DD2311	01/11/2023	£273.59	£45.60	£227.99	<b>273.59</b>	Arval UK Ltd - Ford Transit Lease	Vehicle Expenses	15/11/23 - 14/12/23
	DD2311	01/11/2023	£0.00	£0.00	£0.00	<b>0.00</b>	Fuelgenie - Fuel usage	Vehicle Expenses	1/10/23 - 31/10/23
20868	BP231023	01/10/2023				<b>26,079.89</b>	Rigel Wolf Ltd - October Payroll		
		1	£21,512.53	0.00	£21,512.53		October Payroll	Gross Salary	
		2	£1,870.16	0.00	£1,870.16		October Payroll	Employer NI	
		3	£2,697.20	0.00	£2,697.20		October Payroll	Employer Pension Cont	
				<b>£3,864.26</b>	<b>£48,711.45</b>	<b>£52,575.71</b>			
Chairman Signature _____						RFO Signature _____		Date _____	

# PAPER C

# Financial Summary - Cashbook

Summary of receipts and payments between 01/04/23 and 16/11/23 inclusive. This may include transactions with ledger dates outside this period. Includes current debtors and creditors.

Balances at the start of the year

## Ordinary Accounts

HSBC Current/ Deposit Account	£569,582.51
Petty Cash	£100.00
Total	<u>£569,682.51</u>

RECEIPTS	Net	Vat	Gross
Cemetery	£34,154.16	£0.00	£34,154.16
Administration	£45,015.66	£0.00	£45,015.66
Events	£2,052.40	£0.00	£2,052.40
Grounds Maintenance	£5,814.17	£0.00	£5,814.17
Richmond Park & House	£11,360.92	£0.00	£11,360.92
Sports Grounds	£40,613.29	£0.00	£40,613.29
Play Areas	£8,000.00	£0.00	£8,000.00
Allotments	£3,469.98	£0.00	£3,469.98
Precept	£612,885.00	£0.00	£612,885.00
Community Infrastructure Levy	£15,212.37	£0.00	£15,212.37
Total Receipts	<u>£778,577.95</u>	<u>£0.00</u>	<u>£778,577.95</u>

PAYMENTS	Net	Vat	Gross
Cemetery	£14,532.50	£1,169.51	£15,702.01
Administration	£27,068.37	£3,238.38	£30,306.75
Events	£5,101.84	£497.87	£5,599.71
Employee Costs	£195,229.43	£1,053.76	£196,283.19
Grounds Maintenance	£37,471.23	£7,474.21	£44,945.44
Richmond Park & House	£29,285.91	£3,595.82	£32,881.73
Sports Grounds	£22,880.20	£2,498.19	£25,378.39
Play Areas	£1,975.60	£383.12	£2,358.72
Allotments	£4,689.78	£421.14	£5,110.92
Public Realm	£2,570.84	£340.88	£2,911.72
Christmas Lights	£18,754.59	£3,113.92	£21,868.51
Ear Marked Reserves	£114,752.45	£42,133.17	£156,885.62
Total Payments	<u>£474,312.74</u>	<u>£65,919.97</u>	<u>£540,232.71</u>

Closing Balances

## Ordinary Accounts

HSBC Current/ Deposit Account	£807,927.75
Petty Cash	£100.00
	<u>£808,027.75</u>
Total	<u>£808,027.75</u>

**Not all the accounts have been reconciled exactly to the end date on this summary.**

Signed \_\_\_\_\_

Chair

\_\_\_\_\_  
Clerk / Responsible Financial Officer

# PAPER D

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Precept</b>				
<b>Income</b>				
100	Precept	£612,785.00	£612,785.00	£0.00
105	WLDC Precept Contribution	£100.00	£100.00	£0.00
<b>Total Income</b>		<u>£612,885.00</u>	<u>£612,885.00</u>	<u>£0.00</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Employee Costs</b>				
<b>Expenditure</b>				
1000	Payroll	£334,000.00	£189,751.45	£144,248.55
1010	Travel and Training	£5,600.00	£3,361.98	£2,238.02
1020	Workwear & ID	£3,450.00	£2,116.00	£1,334.00
<b>Total Expenditure</b>		<u>£343,050.00</u>	<u>£195,229.43</u>	<u>£147,820.57</u>



# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Administration</b>				
<b>Income</b>				
201	VAT overclaim	£0.00	£0.00	£0.00
205	Bank Interest	£8,000.00	£7,689.84	-£310.16
210	Insurance Reimbursement (GTF)	£1,558.00	£1,557.91	-£0.09
215	Legal Fee Reinbursement	£0.00	£0.00	£0.00
220	Subject Access Request / FOI	£0.00	£0.00	£0.00
225	Insurance Claims	£0.00	£0.00	£0.00
<b>Total Income</b>		<b>£9,558.00</b>	<b>£9,247.75</b>	<b>-£310.25</b>
<b>Expenditure</b>				
2000	Office Supplies & Telecom	£12,100.00	£6,733.55	£5,366.45
2010	Publicity	£420.00	£0.00	£420.00
2020	Subscriptions	£3,138.00	£338.00	£2,800.00
2030	Democratic & Civic	£4,886.00	£1,096.90	£3,789.10
2040	Grants	£2,000.00	£2,000.00	£0.00
2060	Insurance	£12,100.00	£12,082.06	£17.94
2070	HR & Finances	£6,270.00	£2,577.14	£3,692.86
2080	Legal Fees	£3,000.00	£1,317.20	£1,682.80
<b>Total Expenditure</b>		<b>£43,914.00</b>	<b>£26,144.85</b>	<b>£17,769.15</b>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Grounds Maintenance</b>				
<b>Income</b>				
300	Vehicle Hire	£0.00	£0.00	£0.00
310	LCC Contribution towards Highway Verge Cutting	£5,814.00	£5,814.17	£0.17
320	Sale of Grounds Equipment	£0.00	£0.00	£0.00
330	Scrap	£0.00	£0.00	£0.00
<b>Total Income</b>		<u>£5,814.00</u>	<u>£5,814.17</u>	<u>£0.17</u>
<b>Expenditure</b>				
3000	Vehicle Costs	£19,000.00	£11,271.47	£7,728.53
3010	Grounds Maintenance - All Sites	£38,950.00	£24,151.13	£14,798.87
3020	Cleaning Products	£1,700.00	£1,327.66	£372.34
<b>Total Expenditure</b>		<u>£59,650.00</u>	<u>£36,750.26</u>	<u>£22,899.74</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Richmond Park &amp; House</b>				
<b>Income</b>				
400	Richmond Park	£13,335.00	£6,817.50	-£6,517.50
<b>Total Income</b>		<u>£13,335.00</u>	<u>£6,817.50</u>	<u>-£6,517.50</u>
<b>Expenditure</b>				
4000	Richmond Park & House	£70,786.00	£28,898.78	£41,887.22
<b>Total Expenditure</b>		<u>£70,786.00</u>	<u>£28,898.78</u>	<u>£41,887.22</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Sports Grounds</b>				
<b>Income</b>				
500	Roses	£7,750.00	£7,750.00	£0.00
510	Marshalls	£15,243.00	£8,851.84	-£6,391.16
520	Levellings	£1,400.00	£439.10	-£960.90
<b>Total Income</b>		<u>£24,393.00</u>	<u>£17,040.94</u>	<u>-£7,352.06</u>
<b>Expenditure</b>				
5000	Roses	£0.00	£0.00	£0.00
5010	Marshalls	£47,202.00	£19,571.10	£27,630.90
5020	Levellings	£10,365.00	£2,292.55	£8,072.45
<b>Total Expenditure</b>		<u>£57,567.00</u>	<u>£21,863.65</u>	<u>£35,703.35</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Cemetery</b>				
<b>Income</b>				
600	General Cemetery	£46,528.00	£28,259.91	-£18,268.09
610	North Warren Cemetery	£0.00	£0.00	£0.00
<b>Total Income</b>		<u>£46,528.00</u>	<u>£28,259.91</u>	<u>-£18,268.09</u>
<b>Expenditure</b>				
6000	General Cemetery	£71,590.00	£13,868.01	£57,721.99
6010	North Warren Cemetery	£1,365.00	£576.52	£788.48
<b>Total Expenditure</b>		<u>£72,955.00</u>	<u>£14,444.53</u>	<u>£58,510.47</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Play Areas</b>				
<b>Income</b>				
700	Funding	£8,000.00	£8,000.00	£0.00
<b>Total Income</b>		<u>£8,000.00</u>	<u>£8,000.00</u>	<u>£0.00</u>
<b>Expenditure</b>				
7000	Play Equipment Maintenance	£1,000.00	£233.60	£766.40
7005	Wet Pour Maintenance	£1,000.00	£0.00	£1,000.00
7010	Levellings	£0.00	£0.00	£0.00
7020	Aisby Walk	£2,000.00	£948.00	£1,052.00
7030	Danes Road	£20.00	£20.00	£0.00
7040	Mayflower Close	£0.00	£0.00	£0.00
7050	Sandsfield Lane North	£0.00	£0.00	£0.00
7080	St Georges	£0.00	£0.00	£0.00
7090	Play Area Inspections	£1,125.00	£774.00	£351.00
<b>Total Expenditure</b>		<u>£5,145.00</u>	<u>£1,975.60</u>	<u>£3,169.40</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Allotments</b>				
<b>Income</b>				
800	Allotments	£2,870.00	£2,877.74	£7.74
815	Garage Space Ropery Road	£1,250.00	£0.00	-£1,250.00
<b>Total Income</b>		<u>£4,120.00</u>	<u>£2,877.74</u>	<u>-£1,242.26</u>
<b>Expenditure</b>				
8000	Foxby Hill	£3,813.00	£1,790.58	£2,022.42
8010	Love Lane	£11,923.00	£1,400.16	£10,522.84
8020	North Warren	£2,245.00	£0.00	£2,245.00
8030	Showfield	£1,025.00	£436.66	£588.34
8040	Spital Hill	£2,613.00	£555.33	£2,057.67
8050	Love Lane Garage Site	£200.00	£0.00	£200.00
8060	All Sites	£5,412.00	£0.00	£5,412.00
<b>Total Expenditure</b>		<u>£27,231.00</u>	<u>£4,182.73</u>	<u>£23,048.27</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Public Realm</b>				
<b>Income</b>				
900	Corringham Road Roundabout	£0.00	£0.00	£0.00
910	War Memorial Project	£0.00	£0.00	£0.00
920	Bus Shelters	£0.00	£0.00	£0.00
<b>Total Income</b>		<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
<b>Expenditure</b>				
9000	Roundabouts / Islands	£0.00	£0.00	£0.00
9010	Street Furniture	£2,755.00	£1,030.60	£1,724.40
9020	War Memorial	£400.00	£385.00	£15.00
9030	Gainsborough in Bloom	£0.00	£0.00	£0.00
9040	Community Rail Partnership	£0.00	£0.00	£0.00
<b>Total Expenditure</b>		<u>£3,155.00</u>	<u>£1,415.60</u>	<u>£1,739.40</u>



# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Events</b>				
<b>Income</b>				
1005	Richmond Park	£0.00	£0.00	£0.00
1015	Marshalls Sports Ground	£552.40	£552.40	£0.00
1030	Levellings Playing Field	£1,000.00	£1,000.00	£0.00
1040	Aisby Walk Playing Field	£1,000.00	£500.00	-£500.00
<b>Total Income</b>		<u>£2,552.40</u>	<u>£2,052.40</u>	<u>-£500.00</u>
<b>Expenditure</b>				
10010	Mayflower 400 (Illuminate)	£1,000.00	£0.00	£1,000.00
10020	Armed Forces Day	£2,500.00	£0.00	£2,500.00
10030	Queen's Platinum Jubilee	£0.00	£0.00	£0.00
10035	King Charles III Coronation	£5,132.40	£5,000.00	£132.40
10040	Remembrance Sunday	£100.00	£101.84	-£1.84
10050	Local Event Support	£3,000.00	£0.00	£3,000.00
<b>Total Expenditure</b>		<u>£11,732.40</u>	<u>£5,101.84</u>	<u>£6,630.56</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Christmas Lights</b>				
<b>Income</b>				
1100	Shop Christmas Tree Scheme	£0.00	£0.00	£0.00
<b>Total Income</b>		<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
<b>Expenditure</b>				
11000	Switch On Event	£5,000.00	£0.00	£5,000.00
11010	Anchor Point / Electrical Testing	£2,500.00	£1,573.67	£926.33
11020	Electrical Contractor - Main Lights	£0.00	£0.00	£0.00
11030	Electrical Contractor - Shop Trees	£0.00	£0.00	£0.00
11040	Market Place Christmas Tree	£0.00	£650.00	-£650.00
11050	Blachere Contract	£21,500.00	£14,382.43	£7,117.57
11055	Electrical Contractor for potential use of old lights	£0.00	£0.00	£0.00
11060	Trinty Street Electricity	£2,000.00	£1,532.07	£467.93
11070	Lamp Post Electricity	£1,000.00	£616.42	£383.58
<b>Total Expenditure</b>		<u>£32,000.00</u>	<u>£18,754.59</u>	<u>£13,245.41</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Community Infrastructure Levy Income</b>			
14000 CIL	£0.00	£15,212.37	£15,212.37
<b>Total Income</b>	£0.00	£15,212.37	£15,212.37

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Ear Marked Reserves</b>			
<b>Expenditure</b>			
12000 Ear Marked Reserves	£608,638.52	£113,854.45	£494,784.07
<b>Total Expenditure</b>	<u>£608,638.52</u>	<u>£113,854.45</u>	<u>£494,784.07</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Neighbourhood Plan</b>			
<b>Income</b>			
1300 Neighbourhood Plan	£0.00	£0.00	£0.00
<b>Total Income</b>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
<b>Expenditure</b>			
13000 Neighbourhood Plan	£0.00	£0.00	£0.00
<b>Total Expenditure</b>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>Mayors Charity</b>			
<b>Income</b>			
1200 Events & Donations	£0.00	£0.00	£0.00
<b>Total Income</b>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
<b>Expenditure</b>			
14005 Mayor Events (HSBC)	£0.00	£0.00	£0.00
14010 Mayors Charity Donation (HSBC)	£0.00	£0.00	£0.00
<b>Total Expenditure</b>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>

# Financial Budget Comparison

Comparison between 01/04/23 and 16/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
Total Income	£727,185.40	£708,207.78	
Total Expenditure	£1,335,823.92	£468,616.31	
<b>Total Net Balance</b>	<b>-£608,638.52</b>	<b>£239,591.47</b>	

PAPER E



# Bank Account Reconciled Statement

**HSBC Current/ Deposit Account      51418890+036629 40-22-01**

Statement Number	129	Bank Statement No.	129
Statement Opening Balance	£880,986.30	Opening Date	01/10/23
Statement Closing Balance	£796,488.79	Closing Date	31/10/23
True/ Cashbook Closing Balance	£796,488.79		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/10/23	CC231002	Amazon EU SARL	264.44	0.00	880,721.86
02/10/23	CR231002B	Marshalls Sports FC	0.00	545.31	881,267.17
02/10/23	CR231002C	██████████	0.00	253.58	881,520.75
02/10/23	CR231002D	Showfield Allotments	0.00	14.47	881,535.22
02/10/23	CR231002E	Slimming World	0.00	133.40	881,668.62
02/10/23	DD231002	Novuna Vehicle Solutions	326.10	0.00	881,342.52
02/10/23	DD231002B	West Lindsey District Council	343.20	0.00	880,999.32
02/10/23	DD231002C	Lex Autolease Limited	403.65	0.00	880,595.67
03/10/23	CR231002	Marshalls Bowls Club	0.00	1,300.00	881,895.67
03/10/23	CR231003	Handel House Preparatory School	0.00	145.56	882,041.23
03/10/23	CR231003B	Cliff Bradley & Sons Ltd	0.00	3,328.45	885,369.68
04/10/23	BP231004	██████████	40.00	0.00	885,329.68
04/10/23	CC231004	Multiple Suppliers/ Customers	158.09	0.00	885,171.59
04/10/23	CR231004	Gainsborough Cricket Club	0.00	1,057.57	886,229.16
04/10/23	CR231004B	Cliff Bradley & Sons Ltd	0.00	2,147.67	888,376.83
04/10/23	CR231004C	Lincolnshire County Council	0.00	120.00	888,496.83
04/10/23	DD231004B	British Gas Business	28.69	0.00	888,468.14
06/10/23	CR231006	Foxby Hill Allotments	0.00	15.65	888,483.79
08/10/23	DR231008	HSBC	20.53	0.00	888,463.26
09/10/23	CR231009	Slimming World	0.00	133.40	888,596.66
13/10/23	DD231013	Fuelgenie	279.43	0.00	888,317.23
16/10/23	CR231016	Slimming World	0.00	133.40	888,450.63
16/10/23	CR231016B	Funtopia Ltd	0.00	300.00	888,750.63
16/10/23	DD231016	British Gas Business	88.69	0.00	888,661.94
16/10/23	DD231016B	British Gas Business	36.21	0.00	888,625.73
16/10/23	DD231016C	British Gas Business	40.80	0.00	888,584.93
16/10/23	DD231016D	Arval UK Ltd	273.59	0.00	888,311.34
16/10/23	DD231016E	Integrating Solutions Ltd	96.63	0.00	888,214.71
16/10/23	DD231016F	West Lindsey District Council	72.00	0.00	888,142.71

# Bank Account Reconciled Statement

16/10/23	DD231016G	West Lindsey District Council	557.00	0.00	887,585.71
16/10/23	DD231016H	West Lindsey District Council	936.00	0.00	886,649.71
16/10/23	DD231016I	West Lindsey District Council	258.00	0.00	886,391.71
17/10/23	CC231017	Multiple Suppliers/ Customers	208.94	0.00	886,182.77
17/10/23	CR231017	Gainsborough Trinity Foundation	0.00	1,557.91	887,740.68
18/10/23	BP231018	Gainsborough Skip Hire	500.00	0.00	887,240.68
18/10/23	BP231018B	F5 Computing Ltd	536.82	0.00	886,703.86
18/10/23	BP231018C	A Price Electrical Ltd	417.90	0.00	886,285.96
18/10/23	BP231018D	Rigel Wolf Ltd	268.20	0.00	886,017.76
18/10/23	BP231018E	PID Controls Ltd	360.00	0.00	885,657.76
18/10/23	BP231018F	Connexions 4 Youth	1,000.00	0.00	884,657.76
18/10/23	BP231018G	Sir E C Bacon Settlement 1951 Residual Fund	1,000.00	0.00	883,657.76
18/10/23	BP231018H	High Street Garage	412.78	0.00	883,244.98
18/10/23	BP231018I	Lincolnshire Association of Local Councils	216.00	0.00	883,028.98
18/10/23	BP231018J	DAC Beachcroft Claims Ltd	853.30	0.00	882,175.68
18/10/23	BP231018K	Cleaning Supplies 4U	279.35	0.00	881,896.33
18/10/23	BP231018L	Trade UK	593.43	0.00	881,302.90
18/10/23	BP231018M	V king Direct	102.64	0.00	881,200.26
18/10/23	BP231018N	Institute of Cemetery and Crematorium Management	2,220.00	0.00	878,980.26
18/10/23	BP231018O	Peacock and Binnington	433.62	0.00	878,546.64
18/10/23	BP231018P	Blachere Illumination UK Limited	12,394.20	0.00	866,152.44
18/10/23	BP231018Q	Generation (UK) Ltd	72.04	0.00	866,080.40
18/10/23	BP231018R	Landscape Supply Company	237.00	0.00	865,843.40
18/10/23	BP231018S	Russel (Kirkbymoorside) Ltd	385.00	0.00	865,458.40
18/10/23	BP231018T	P.C's	60.00	0.00	865,398.40
18/10/23	BP231018U	Elite Signs Limited	334.80	0.00	865,063.60
18/10/23	BP231018V	Chantry Agricultural Engineers	442.50	0.00	864,621.10
18/10/23	BP231018W	PKF Littlejohn LLP	1,638.00	0.00	862,983.10
18/10/23	BP231018X	Hemswell Surfacing Ltd	1,077.60	0.00	861,905.50
18/10/23	BP231018Y	Water Plus Ltd	30.19	0.00	861,875.31
18/10/23	BP231018Z	Water Plus Ltd	45.60	0.00	861,829.71
18/10/23	BP231018ZA	Water Plus Ltd	23.81	0.00	861,805.90
18/10/23	BP231018ZB	Water Plus Ltd	7.81	0.00	861,798.09
18/10/23	BP231018ZC	Anglian Water Business (National) Ltd	132.15	0.00	861,665.94

# Bank Account Reconciled Statement

18/10/23	BP231018ZD	Rican ATV Ltd	318.36	0.00	861,347.58
18/10/23	BP231018ZE	Retford Memorials	972.00	0.00	860,375.58
18/10/23	BP231018ZF	Pitchcare.Com	684.00	0.00	859,691.58
18/10/23	BP231018ZG	Drain Wise Waste Solution Ltd	420.00	0.00	859,271.58
19/10/23	BP231019	Russel (Kirkbymoorside) Ltd	21,282.00	0.00	837,989.58
19/10/23	BP231019B	Hemswell Surfacing Ltd	5,700.00	0.00	832,289.58
19/10/23	DD231019	EE Ltd	95.32	0.00	832,194.26
19/10/23	DD231019B	Unicom	330.24	0.00	831,864.02
20/10/23	DD231020	British Gas Business	281.27	0.00	831,582.75
23/10/23	BP231023	Rigel Wolf Ltd	26,079.89	0.00	805,502.86
23/10/23	CR231023	Slimming World	0.00	133.40	805,636.26
23/10/23	DD231023	British Gas Business	10.90	0.00	805,625.36
23/10/23	DD231023B	Opus Energy	108.34	0.00	805,517.02
24/10/23	BP231020/24	Proludic Ltd	40,334.03	0.00	765,182.99
24/10/23	CR231024	HMRC	0.00	14,174.55	779,357.54
24/10/23	CR231024B	West Lindsey District Council	0.00	15,212.37	794,569.91
24/10/23	CR231024C	Retford Memorials	0.00	60.00	794,629.91
24/10/23	DD231024	British Gas Business	49.06	0.00	794,580.85
24/10/23	DD231024B	British Telecommunications Plc	154.74	0.00	794,426.11
24/10/23	DD231024C	Stallard Kane Associates Ltd	93.50	0.00	794,332.61
25/10/23	CR231025	Cliff Bradley & Sons Ltd	0.00	253.58	794,586.19
26/10/23	CR231026	Lincolnshire Cooperative Ltd (Gainsborough)	0.00	224.91	794,811.10
27/10/23	BP231027	Doddington Farms LLP	470.00	0.00	794,341.10
30/10/23	CR231030	Slimming World	0.00	133.40	794,474.50
30/10/23	CR231030B	Foxby Hill Allotments	0.00	14.29	794,488.79
31/10/23	CR231031	West Lindsey District Council	0.00	2,000.00	796,488.79

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
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# Bank Account Reconciled Statement

Total debits / credits      127890.38      43392.87

Reconciled by  Rachel Allbones

Signed \_\_\_\_\_  
Clerk / Responsible Financial Officer

\_\_\_\_\_  
Chair

Date \_\_\_\_\_

\_\_\_\_\_

## Your Statement

Miss Rachel Allbones  
 Gainsborough Town Council  
 Richmond House  
 Morton Terrace  
 Gainsborough  
 DN21 2RJ



### Account Summary

Opening Balance	10,000.00
Payments In	156,224.32
Payments Out	156,224.32
Closing Balance	10,000.00

**29 September to 28 October 2023**

### International Bank Account Number

GB60HBUK40220151418890

### Branch Identifier Code

HBUKGB4131T

### Account Name

Gainsborough Town Council

### Sortcode

40-22-01

### Account Number Sheet Number

51418890 814

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
28 Sep 23	<b>BALANCE BROUGHT FORWARD</b>			<b>10,000.00</b>
29 Sep 23	CR DRAPER MEMORIALS DRAPER MEMORIALS		60.00	
	TFR TRANSFER 03662918	60.00		10,000.00
02 Oct 23	CR CHQ IN AT 407080		2,113.36	
	DD NOVUNA	326.10		
	DD WEST LINDSEY DISTR	343.20		
	DD LEX AUTOLEASE	403.65		
	CR [REDACTED] SLIMMING WORLD REN		133.40	
	BP COMMERCIAL 486483 486483*****4056	264.44		
	TFR TRANSFER 03662918	909.37		10,000.00
03 Oct 23	BP HANDEL LTD Pitch Hire HH		145.56	
	CR C BRDLEY+SNS LTD INVOICE C64		3,328.45	
	TFR TRANSFER 03662918	3,474.01		10,000.00
04 Oct 23	CR LINCOLNSHIRE CC		120.00	
	DD COMMERCIAL CARD	158.09		
	DD BRITISH GAS BUSINE	28.69		
	CR C BRDLEY+SNS LTD INVOICE C66		2,147.67	
	BP Mr [REDACTED] Gains Town Council	40.00		
	BP Gainsborough Gainsborough CC		1,057.57	
	TFR TRANSFER 03662918	3,098.46		10,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>10,000.00</b>

**29 September to 28 October 2023**

## Your Statement

**Account Name**  
 Gainsborough Town Council

**Sortcode Account Number Sheet Number**  
 40-22-01 51418890 815

### Your BUSINESS CURRENT ACCOUNT details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>10,000.00</b>
06 Oct 23	CR [REDACTED]			
	2023-nw [REDACTED]		15.65	
	TFR TRANSFER 03662918	15.65		10,000.00
08 Oct 23	DR TOTAL CHARGES TO 16SEP2023	20.53		
	TFR TRANSFER 03662918		20.53	10,000.00
09 Oct 23	CR [REDACTED]			
	SLIMMING WORLD REN		133.40	
	TFR TRANSFER 03662918	133.40		10,000.00
13 Oct 23	DD WL ITS FUELGENIE	279.43		
	TFR TRANSFER 03662918		279.43	10,000.00
16 Oct 23	DD BRITISH GAS	88.69		
	DD BRITISH GAS	36.21		
	DD BRITISH GAS	40.80		
	DD ARVAL UK LTD	273.59		
	DD INTEGRATING SOLUTI	96.63		
	DD WEST LINDSEY DC	72.00		
	DD WEST LINDSEY DC	557.00		
	DD WEST LINDSEY DC	936.00		
	DD WEST LINDSEY DC	258.00		
	CR [REDACTED]			
	SLIMMING WORLD REN		133.40	
	CR FUNTOPIA LTD			
	F122		300.00	
	TFR TRANSFER 03662918		1,925.52	10,000.00
17 Oct 23	BP COMMERCIAL 486483 486483*****4056	208.94		
	CR GAINSBOROUGH TRINI 4094		1,557.91	
	TFR TRANSFER 03662918	1,348.97		10,000.00
18 Oct 23	TFR 402201 03662918 INTERNET TRANSFER		20,000.00	
	BP [REDACTED]			
	GAINS TOWN COUNCIL	500.00		
	BP F5 COMPUTING LTD			
	GAINS TOWN COUNCIL	536.82		
	BP A PRICE ELECTRICAL			
	GAINS TOWN COUNCIL	417.90		
	BP RIGEL WOLF LTD			
	G0007	268.20		
	BP PID Controls Ltd			
	Gains Town Council	360.00		
	BP Connexions Communi			
	Gains Town Council	1,000.00		
	<b>BALANCE CARRIED FORWARD</b>			<b>26,917.08</b>

**29 September to 28 October 2023**

## Your Statement

**Account Name**  
 Gainsborough Town Council

**Sortcode Account Number Sheet Number**  
 40-22-01 51418890 816

### Your BUSINESS CURRENT ACCOUNT details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>26,917.08</b>
BP	1951 RESIDUAL FUND			
	GAINS TOWN COUNCIL	1,000.00		
BP	High Street Garage			
	Gains Town Council	412.78		
BP	LALC			
	GAINSBOROUGH	216.00		
BP	DAC Beachcroft Cla			
	03-10255473	853.30		
BP	CLEANING SUPPLIES			
	ITGAIN00	279.35		
BP	Screwfix Direct Lt			
	6331640014561849	593.43		
BP	Viking Office UK L			
	1354765	102.64		
BP	ICCM			
	11873	2,220.00		
BP	PEACOCK & BINNINGT			
	6159	433.62		
BP	Blachere Illuminat			
	CGAINTC	12,394.20		
BP	Generation UK Ltd			
	GAI006	72.04		
BP	LANDSCAPE SUPPLY C			
	GAI001	237.00		
BP	RUSSELLS LTD			
	13322	385.00		
BP	PCS			
	GAINS TOWN COUNCIL	60.00		
BP	Elite Signs Ltd			
	25764	334.80		
BP	CHANTRY AGRICULTUR			
	GAINS TOWN COUNCIL	442.50		
BP	PKF Littlejohn LLP			
	LI0139	1,638.00		
BP	Hemswell Surfacing			
	GAINSBT	1,077.60		
BP	WATER PLUS			
	0880007483	30.19		
BP	WATER PLUS			
	0229006916	45.60		
BP	WATER PLUS			
	7001587165	23.81		
BP	WATER PLUS			
	7001679673	7.81		
	<b>BALANCE CARRIED FORWARD</b>			<b>4,057.41</b>

**29 September to 28 October 2023**

## Your Statement

**Account Name**  
 Gainsborough Town Council

**Sortcode**   **Account Number**   **Sheet Number**  
 40-22-01   51418890   817

### Your BUSINESS CURRENT ACCOUNT details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>4,057.41</b>
	BP Anglian Water Busi 88888970792	132.15		
	BP Rican ATV Ltd 100860	318.36		
	BP Retford Memorials 49/23	972.00		
	BP Agrovista UK Ltd 563358	684.00		
	BP Drain Wise Waste S 160236/20944/AR	420.00		
19 Oct 23	TFR TRANSFER 03662918		8,469.10	10,000.00
	DD EE LIMITED	95.32		
	DD UNICOM	330.24		
	TFR 402201 03662918 INTERNET TRANSFER		27,000.00	
	BP RUSSELLS LTD 13322	21,282.00		
	BP Hemswell Surfacing GAINSBT	5,700.00		
20 Oct 23	TFR TRANSFER 03662918		407.56	10,000.00
	DD BRITISH GAS BUSINE	281.27		
	TFR 402201 03662918 INTERNET TRANSFER		30,000.00	
	BP Proludic Ltd SIN007806	30,000.00		
23 Oct 23	TFR TRANSFER 03662918		281.27	10,000.00
	DD BRITISH GAS	10.90		
	DD OPUS ENERGY LTD	108.34		
	CR <span style="background-color: black; color: black;">XXXXXXXXXX</span> SLIMMING WORLD REN		133.40	
	TFR 402201 03662918 INTERNET TRANSFER		26,000.00	
	BP RIGEL WOLF CLIENT GTC PAYROLL	26,079.89		
24 Oct 23	TFR TRANSFER 03662918		65.73	10,000.00
	CR HMRC VTR		14,174.55	
	CR WEST LINDSEY DC		15,212.37	
	DD BRITISH GAS	49.06		
	DD BT GROUP PLC	154.74		
	DD STALLARD KANE ASSO	93.50		
	BP Proludic Ltd SIN007806	10,334.03		
	CR RETFORD MEMORIALS 4097		60.00	
	<b>BALANCE CARRIED FORWARD</b>			<b>28,815.59</b>



**29 September to 28 October 2023**

## Your Statement

**Account Name**  
 Gainsborough Town Council

**Sortcode Account Number Sheet Number**  
 40-22-01 51418890 818

### Your BUSINESS CURRENT ACCOUNT details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>28,815.59</b>
25 Oct 23	TFR TRANSFER 03662918	18,815.59		10,000.00
	CR C BRDLEY+SNS LTD INVOICE C67		253.38	
26 Oct 23	TFR TRANSFER 03662918	253.38		10,000.00
	CR LINCS COOP		224.91	
	CR C BRDLEY+SNS LTD INVOICE C67		0.20	
27 Oct 23	TFR TRANSFER 03662918	225.11		10,000.00
	BP Doddington Farms L 10355	470.00		
28 Oct 23	TFR TRANSFER 03662918		470.00	10,000.00
	<b>BALANCE CARRIED FORWARD</b>			<b>10,000.00</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER</i> <i>variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR</i> <i>variable</i>
Credit interest is not applied			Debit interest		21.34%

40-22-01 51418890  
Business C/A - Gains Twn Cn

GBP 8,721.30

Make a payment


Print

- Balance details
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- Statements

All transactions for the last

- 7 days
- 14 days
- 1 month
- 3 months
- 6 months
- 12 months
- 28 Oct 2023 to 31 Oct 2023

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Advanced search 

Items posted may still be reversed, returned, or recalled.

Date	Type	Description	Paid out	Paid in	Balance
31 Oct 2023		Balance carried forward			10,000.00
31 Oct 2023	TFR	TRANSFER 03662918	2,000.00		10,000.00
31 Oct 2023	CR	WEST LINDSEY DC		2,000.00	12,000.00
30 Oct 2023	TFR	TRANSFER 03662918	147.69		10,000.00
30 Oct 2023	CR	██████████ 2023-SH-017 ██████████		14.29	10,147.69
30 Oct 2023	CR	██████████ SLIMMING WORLD REN		133.40	10,133.40
28 Oct 2023		Balance brought forward			10,000.00

Last updated 01 Nov 2023 14:44 

Back to top 

## Your Statement

Miss Rachel Allbones  
 Gainsborough Town Council  
 Richmond House  
 Morton Terrace  
 Gainsborough  
 DN21 2RJ



### Account Summary

Opening Balance	870,986.30
Payments In	30,421.63
Payments Out	114,919.14
Closing Balance	786,488.79

**Interest Rate - Valid as at end date of the statement period**  
 1.94% AER

**30 September to 31 October 2023**

### International Bank Account Number

GB04HBUK40220103662918

### Branch Identifier Code

HBUKGB4131T

### Account Name

Gainsborough Town Council

### Sortcode

40-22-01

### Account Number Sheet Number

03662918 310

### Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
<b>29 Sep 23</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>870,986.30</b>
02 Oct 23	TFR TRANSFER 51418890		909.37	871,895.67
03 Oct 23	TFR TRANSFER 51418890		3,474.01	875,369.68
04 Oct 23	TFR TRANSFER 51418890		3,098.46	878,468.14
06 Oct 23	TFR TRANSFER 51418890		15.65	878,483.79
08 Oct 23	TFR TRANSFER 51418890	20.53		878,463.26
09 Oct 23	TFR TRANSFER 51418890		133.40	878,596.66
13 Oct 23	TFR TRANSFER 51418890	279.43		878,317.23
16 Oct 23	TFR TRANSFER 51418890	1,925.52		876,391.71
17 Oct 23	TFR TRANSFER 51418890		1,348.97	877,740.68
18 Oct 23	TFR 402201 51418890			
	INTERNET TRANSFER	20,000.00		
	TFR TRANSFER 51418890	8,469.10		849,271.58
19 Oct 23	TFR 402201 51418890			
	INTERNET TRANSFER	27,000.00		
	TFR TRANSFER 51418890	407.56		821,864.02
20 Oct 23	TFR 402201 51418890			
	INTERNET TRANSFER	30,000.00		
	TFR TRANSFER 51418890	281.27		791,582.75
23 Oct 23	TFR 402201 51418890			
	INTERNET TRANSFER	26,000.00		
	TFR TRANSFER 51418890	65.73		765,517.02
24 Oct 23	TFR TRANSFER 51418890		18,815.59	784,332.61
25 Oct 23	TFR TRANSFER 51418890		253.38	784,585.99
26 Oct 23	TFR TRANSFER 51418890		225.11	784,811.10
27 Oct 23	TFR TRANSFER 51418890	470.00		784,341.10
	<b>BALANCE CARRIED FORWARD</b>			<b>784,341.10</b>

Contact tel 03457 60 60 60  
 see reverse for call times  
 Text phone 03457 125 563  
 used by deaf or speech impaired customers  
[www.hsbc.co.uk](http://www.hsbc.co.uk)

**30 September to 31 October 2023**

## Your Statement

**Account Name**  
 Gainsborough Town Council

**Sortcode**   **Account Number**   **Sheet Number**  
 40-22-01   03662918   311

### Your Business Money Manager details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>784,341.10</b>
30 Oct 23	TFR TRANSFER 51418890		147.69	784,488.79
31 Oct 23	TFR TRANSFER 51418890		2,000.00	786,488.79
<b>31 Oct 23</b>	<b>BALANCE CARRIED FORWARD</b>			<b>786,488.79</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

# PAPER F

## Officer Report to the Personnel Committee

Report Author: Rachel Allbones  
Report Date: 3 November 2023



**Gainsborough**  
TOWN COUNCIL

## 2024 / 2025 Budget Preparations

### Summary

To consider the budget preparations for the 2024/25 budget.

WLDC require a precept estimate by 24<sup>th</sup> November 2023, however, the actual Tax Base for 2024/25 will not be sent out until mid-December.

### Budget Preparations for Employee Costs

#### Payroll

All salary scales are as per the Local Government Services Pay Agreement 2023-24 (Paper C), NJC pay scales go from point 1 to point 43.

Payroll	Actual 2022/23	Revised Budget 2023/24	Net Expenditure to 03/11/23	Predicted 23/24-year end as of 03/11/23	Proposed Budget 2024/25	Comments
Gross Salary	233,152	266,000	155,294	258,000	340,000	
Employer NI Contribution	20,959	25,000	13,427	25,700	34,000	
Employer Pension Contribution	32,028	43,000	21,031	37,000	70,000	

#### Travel and Training

The proposed budget for Staff Travel and business insurance reimbursement is £300.

The proposed budget for Staff Training for 2024/25 is £3,000. The Operations Manager and Team Leader have identified all training required for the Grounds Maintenance team and Allotments Officer.

#### Travel and Training Ear Marked Reserves

Council currently has £2,000 in ear marked reserves under Staff Training to be retained at year end if unspent. Unspent staff training will be added to the EMR.

Travel and Training	Actual 2022/23	Revised Budget 2023/24	Net Expenditure to 03/11/23	Predicted 23/24-year end as of 03/11/23	Proposed Budget 2024/25	Comments
Staff Travel	61	500	0	50	200	
Staff Training	4,076	5,000	3,342	5,000	3,000	
Staff Car Business	0	100	0	0	100	

Insurance Reimbursement						
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### Workwear and ID

The proposed budget for 2024/25 is £3,250. Providing x5 Grounds Maintenance Operatives, Caretaker and proposed Allotments Officer with full set of workwear purchased in one go and kept in stock instead of buying ad hoc throughout the year.

Workwear & ID	Actual 2022/23	Revised Budget 2023/24	Net Expenditure to 03/11/23	Predicted 23/24-year end as of 03/11/23	Proposed Budget 2024/25	Comments
Staff Workwear	1,354	3,200	1,911	3,200	3,000	
H&S / First Aid	0	200	127	200	200	
Staff ID Badge	0	50	25	25	50	

### **Additional Budget Provision**

Members are requested to consider additions to the budget in any of the above areas.

### **Recommendation**

To consider proposed budgets and make recommendation to include within the draft budget.

## Officer Report to the Property and Services Committee

Report Author: Rachel Allbones

Report Date: 08 November 2023



**Gainsborough**  
TOWN COUNCIL

## 2024 / 2025 Budget Preparations

### 1. Summary

To consider the budget preparations for the 2024 / 25 budget.

WLDC require a precept estimate by 24 November 2023, however, the actual Tax Base for 2024 / 25 will not be sent out until mid-December.

### 2. Budget Preparations

#### Grounds Maintenance

The proposed budget for 2024/25 would look very similar to the revised current year. It is proposed that vehicle leases be extended again for a further year of potentially look to purchase. A capital investment will need to be considered for new equipment i.e. tractor.

#### Grounds Maintenance Ear Marked Reserves

Below are current ear marked reserves under Grounds Maintenance to be retained at year end if unspent and unspent tree and footpath maintenance budget will be added to the EMR.

16	General Tree Maintenance & Survey	12,800.00
17	General Footpath / Road Maintenance	22,650.00
18	General Litter Bin refurb / replacement	2,000.00
19	General Green Waste Removal	1,250.00

#### Richmond House & Park

The proposed budget for 2024/25 would look very similar to the current year with a budget for the demolition and relandscaping of the area as costs are yet to be determined and to begin to rebuild the house maintenance budget for renovation works. Consideration will need to be given to the resurfacing of the compound area as part of a whole Richmond Park/House project.

#### Richmond House & Park Ear Marked Reserves

Below are current ear marked reserves under Richmond House to be retained at year end if unspent. Unspent conservatory project, house and building maintenance and footpath / road maintenance budgets will be added to the EMR.

12	Richmond House Maintenance	22,768.42 windows maintenance approved so will be less at YE if works carried out
13	Richmond House Conservatory	14,250.00
14	Richmond Park Toilet Renovations	1,583.57
15	Richmond Park Compound Fencing	4,000.00



## Sports Grounds

The proposed budget for 2024/25 would look very similar to the current year. One addition would be approx. £5,500 for deep fine aeration and herbicide at Marshalls and herbicide at Levellings. The Marshalls main pavilion maintenance budget may be increased for full redecoration, the other is £10,000 for removal and fence replacement of the green bowls shed.

### Sports Grounds Ear Marked Reserves

Below are current ear marked reserves under Sports Grounds to be retained at year end if unspent and unspent Marshalls Pavilion maintenance budget will be added to the EMR.

20	Marshalls Pavilion Maintenance (Electrics, Boiler, Solar & Water Tank)	3,817.50
21	Marshalls Ditch Clearance	8,000.00
22	Ground Maintenance and Renovations (Marshalls & Levellings)	2,000.00
30	Levellings Changing Room Maintenance	2,217.17
31	Levellings Defibrillator	400.00

## Cemetery

The proposed budget for 2024/25 would look very similar to the current year. The addition would be an increased budget for the chapel maintenance for internal decoration.

### Cemetery Ear Marked Reserves

Below are current ear marked reserves under Cemetery, remaining reserves at year end will be retained. Unspent chapel maintenance, fence maintenance, footpath / road maintenance and extension B sinking fund will be added to the EMR.

23	Cemetery Topple Testing	15,118.00
24	Cemetery Boundary Fence Maintenance	5,000.00
25	Cemetery Woodland Burial	2,000.00
26	Cemetery Extension B Land Sinking Fund	47,000.00

## Play Areas

The proposed budget for 2024/25 would look very similar to the current year with the inclusion of the S106 budget for Aisby Walk play area. May wish to consider a budget for Aisby Walk to refurbish current equipment alongside the new project. Investment will need to be considered for full resurfacing of Levellings park and hard landscaping.

### Play Areas Ear Marked Reserves

Below are current proposed ear marked reserves under Play Areas to be retained at year end if unspent. Any unspent play equipment maintenance budget will be added to the EMR.

27	General Play Equipment Maintenance	4,175.40
28	Wet Pour repairs	1,000.00
32	Aisby Walk skate park repairs	3,841.73

## Allotments

The proposed budget for 2024/25 would be a reduction to the current year. With less funds for the allotment pond and general all site maintenance as earmarking unspent budget.

### Allotments Ear Marked Reserves

Below are current proposed ear marked reserves under Allotments to be retained at year end if unspent. The unspent Love Lane allotment pond management budget will be added to EMR for future maintenance.

34	Allotment Site Maintenance	6,000.00
35	Showfield Allotment Wall Maintenance	2,000.00
36	North Warren Allotment Fence Replacement	5,200.00
37	Foxby Hill Allotment Association Funds	108.07

## Public Realm

The proposed budget for 2024/25 would look very similar to the current year.

### Public Realm Ear Marked Reserves

Below are current proposed ear marked reserves under Public Realm, remaining reserves at year end will be retained.

33	Silver Street Sculpture Maintenance	1,000.00
----	-------------------------------------	----------

## Events

The proposed budget for 2024/25 would look very similar to the current year with support for an Illuminate event and town events.

### Events Ear Marked Reserves

Below are current ear marked reserves under Events, it is proposed that unspent budget is released to general reserves and the Armed Forces Day budget to be added to EMR.

38	Kings Coronation	2,210.26
----	------------------	----------

## Christmas Lights

The proposed budget for 2024/25 would look very similar to the current year.

### 3. Additional Budget Provision

Members are requested to consider additions to the budget in any of the above areas.

### 4. Recommendation

To note the report.

**DRAFT Budget 2024 / 2025**

15/11/2023

	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change
	£	£	£	£	%
<b>EMPLOYEE COSTS</b>	290,544	343,050	195,209	450,550	31.34
<b>ADMINISTRATION</b>	20,360	34,356	16,445	44,260	28.83
<b>GROUNDS MAINTENANCE</b>	29,445	53,836	29,511	50,150	-6.85
<b>RICHMOND HOUSE &amp; PARK</b>	22,362	57,451	20,441	36,570	-36.35
<b>SPORTS GROUNDS</b>	11,454	33,174	3,863	33,683	1.53
<b>CEMETERY</b>	-33,281	26,427	-12,118	6,432	-75.66
<b>PLAY AREAS</b>	2,883	-2,855	-6,024	6,125	-314.54
<b>ALLOTMENTS</b>	-3,712	23,111	1,338	140	-99.39
<b>PUBLIC REALM</b>	3,221	3,155	1,416	3,355	6.34
<b>EVENTS</b>	46	9,180	3,049	2,800	-69.50
<b>CHRISTMAS LIGHTS</b>	30,228	32,000	18,322	28,600	-10.63
<b>CIL</b>	-19,203	0	-15,212	0	#DIV/0!
<b>TOTALS</b>	<b>354,346</b>	<b>612,885</b>	<b>256,239</b>	<b>662,665</b>	<b>8.12</b>
<b>Net Operating Cost</b>	<b>354,346</b>	<b>612,885</b>	<b>256,239</b>	<b>662,665</b>	<b>8.12</b>
<b>WLDC Council Tax Support Grant</b>	0	0	0	0	#DIV/0!
<b>WLDC Precept Contribution</b>	100	100	100	100	0.00
<b>Precept Request to WLDC</b>	554,258	612,785	612,785	612,785	0.00
<b>(Deficit)/Surplus</b>	200,012	0	356,646	-49,780	#DIV/0!
<b>Tax Base</b>	<b>4,774.09</b>	<b>4,942.53</b>		<b>4,942.53</b>	
<b>Precept (Council Tax Charge)</b>	<b>£116.10</b>	<b>£123.98</b>		<b>£134.05</b>	
<b>Band D Per week</b>	<b>£2.23</b>	<b>£2.38</b>		<b>£2.58</b>	
<b>Council Tax Increase / Decrease</b>	<b>2.27%</b>	<b>6.79%</b>		<b>8.12%</b>	

The council tax base is the total number of Band D equivalent dwellings liable for council tax after discounts, exemptions and premia (the total number of dwellings on the valuation list is subject to a range of discounts and exemptions that reduce the effective tax base)

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	EMPLOYEE COSTS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
1000	<b>Payroll</b>	<b>286,138</b>	<b>334,000</b>	<b>189,751</b>	<b>444,000</b>	<b>32.93</b>	
1000/1	Gross Salary	233,152	266,000	155,294	340,000	27.82	x12 Members of staff £26,000 in earmarked reserves for 23/24
1000/2	Employer NI Contribution	20,959	25,000	13,427	34,000	36.00	as above
1000/3	Employer Pension Contribution	32,028	43,000	21,031	70,000	62.79	25.2% - currently x6 Members of staff (budget for 8)
1000/3	Overtime	0	0	0	0	#DIV/0!	
1000/4	Additional Remuneration	0	0	0	0	#DIV/0!	
1000/5	Redundancy	0	0	0	0	#DIV/0!	
1000/6	Agency Staff	0	0	0	0	#DIV/0!	
1010	<b>Travel and Training</b>	<b>3,061</b>	<b>5,600</b>	<b>3,342</b>	<b>3,300</b>	<b>-41.07</b>	
1010/1	Staff Travel	61	500	0	200	-60.00	Estimated staff travel costs
1010/2	Staff Training	3,000	5,000	3,342	3,000	-40.00	£2,000 in earmarked reserves
1010/3	Staff Car Business Insurance Reimbursement	0	100	0	100	0.00	For car business insurance for Ops Manager
1020	<b>Workwear &amp; ID</b>	<b>1,345</b>	<b>3,450</b>	<b>2,116</b>	<b>3,250</b>	<b>-5.80</b>	
1020/1	Staff Workwear	1,354	3,200	1,964	3,000	-6.25	Workwear costs
1020/2	H & S / First Aid	0	200	127	200	0.00	
1020/3	Staff ID Badge	-9	50	25	50	0.00	
<b>TOTAL EXPENDITURE</b>		<b>290,544</b>	<b>343,050</b>	<b>195,209</b>	<b>450,550</b>	<b>31.34</b>	

Code	ADMINISTRATION	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2000	<b>Office Supplies &amp; Telecom</b>	<b>11,555</b>	<b>12,100</b>	<b>6,348</b>	<b>12,650</b>	<b>4.55</b>	
2000/1	IT Services and Maintenance	6,303	5,500	3,188	6,000	9.09	Email services and maintenance
2000/2	Printing	1,539	1,750	916	1,800	2.86	Photocopier printing charges
2000/3	Postage and Stationery	1,676	1,300	692	1,300	0.00	Postage charges
2000/4	Office Equipment	352	500	0	500	0.00	
2000/6	Telephone & Broadband	1,276	1,550	903	1,550	0.00	Office phoneline & broadband charges
2000/7	Mobiles	320	1,000	556	1,000	0.00	Potential x4 mobile contracts
2000/8	Shredding	88	500	92	500	0.00	Confidential shredding
2010	<b>Publicity</b>	<b>120</b>	<b>420</b>	<b>0</b>	<b>420</b>	<b>0.00</b>	
2010/1	Annual Public Meeting	0	120	0	120	0.00	Room hire & refreshment costs
2010/3	Website	120	300	0	300	0.00	Website hosting and maintenance fees
2020	<b>Subscriptions</b>	<b>3,078</b>	<b>3,138</b>	<b>283</b>	<b>3,138</b>	<b>0.00</b>	
2020/1	LALC	2,586	2,800	0	2,800	0.00	Estimated annual subscription
2020/2	The National Allotment Society	55	55	0	55	0.00	Annual subscription
2020/4	ICCM	95	95	95	95	0.00	Annual subscription
2020/5	Publications	237	0	0	0	#DIV/0!	Not expecting to purchase any publications
2020/6	Information Commissioners Office	55	55	55	55	0.00	Annual subscription
2020/7	NALC	50	0	0	0	#DIV/0!	Local Council Award Scheme
2020/8	The Rural Town Group	0	133	133	133	0.00	
2030	<b>Democratic &amp; Civic</b>	<b>2,020</b>	<b>4,886</b>	<b>1,097</b>	<b>5,025</b>	<b>2.84</b>	
2030/1	Civic Service	0	1,600	0	1,600	0.00	Estimated cost
2030/2	Civic Regalia & Past Mayor badge	0	200	0	200	0.00	Mayoral chain repairs
2030/3	Citizen of the Year Award	0	0	0	0	#DIV/0!	x4 Medals purchased 2020
2030/5	Mayors Allowance	500	542	542	500	-7.75	As set out in Members Allowances Policy
2030/6	Mayors Expenses	80	1,500	141	1,500	0.00	As set out in Members Allowances Policy
2030/7	Mayors Cadet	0	0	0	100	#DIV/0!	Estimated expenses if a cadet is appointed
2030/8	Election Costs	785	0	0	0	#DIV/0!	Ear mark unspent budget of £21,391.77
2030/9	Councillor Training	180	235	235	300	27.66	LALC annual training scheme
2030/10	Councillor Travel	0	200	0	200	0.00	Travels allowance to training events
2030/11	Councillor ID	0	75	66	75	0.00	ID Badge
2030/12	Miscellaneous Expenses	40	100	113	100	0.00	Meeting refreshments
2030/13	AdvantEDGE Admin+ & Asset Manager	434	434	0	450	3.69	Annual contract
2040	<b>Grants</b>	<b>2,025</b>	<b>2,000</b>	<b>2,000</b>	<b>2,080</b>	<b>4.00</b>	
2040/1	S137 - GPC	25	0	0	80	#DIV/0!	Poppy wreath purchase
2040/2	Community Grants	2,000	2,000	2,000	2,000	0.00	£4,840 in earmarked reserves

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	ADMINISTRATION	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2060	<b>Insurance</b>	<b>18,998</b>	<b>12,100</b>	<b>12,082</b>	<b>12,500</b>	<b>3.31</b>	
2060/1	Zurich Municipal	11,347	12,100	12,082	12,500	3.31	Estimated Annual cost
2060/2	Claims expenses	7,652	0	0	0	#DIV/0!	
2060/3	Valuations	0	0	0	0	#DIV/0!	
2070	<b>HR &amp; Finances</b>	<b>10,038</b>	<b>6,270</b>	<b>2,566</b>	<b>7,405</b>	<b>18.10</b>	
2070/1	Internal Auditor	500	600	0	750	25.00	Estimated charge
2070/2	External Auditor	1,300	1,365	1,365	1,400	2.56	Estimated annual return charge
2070/3	Accountant - Payroll Services	560	900	465	1,800	100.00	Estimated annual charge
2070/4	Edge Design - Finance Software	767	805	0	805	0.00	Annual charge for software
2070/5	Bank Charges	269	400	190	450	12.50	Estimated annual charge
2070/6	HR Provider	935	1,200	545	1,200	0.00	Annual charge for service + possible extras
2070/7	Occupational Health	0	500	0	500	0.00	Budget if needed
2070/8	Recruitment	0	500	0	500	0.00	Budget if needed £2,500 in earmarked reserves
2070/9	Governance Support	4,962	0	0	0	#DIV/0!	
2070/10	VAT Audit	745	0	0	0	#DIV/0!	
2080	<b>Legal Fees</b>	<b>2,011</b>	<b>3,000</b>	<b>1,317</b>	<b>3,000</b>	<b>0.00</b>	
2080/1	General	2,011	3,000	1,317	3,000	0.00	Estimated annual charge
2080/2	Roses Legal Fees	0	0	0	0	#DIV/0!	
<b>TOTAL EXPENDITURE</b>		<b>49,845</b>	<b>43,914</b>	<b>25,693</b>	<b>46,218</b>	<b>5.25</b>	
<b>INCOME</b>		<b>29,485</b>	<b>9,558</b>	<b>9,248</b>	<b>1,958</b>	<b>-79.51</b>	
205	Bank Account Interest	2,833	8,000	7,690	400	-95.00	
210	Insurance Reimbursement (GTF)	-424	1,558	1,558	1,558	0.00	
215	Legal Fee Reimbursement	0	0	0	0	#DIV/0!	
220	Subject Access Request / FOI	0	0	0	0	#DIV/0!	
225	Insurance Claims	27,076	0	0	0	#DIV/0!	
<b>TOTAL INCOME</b>		<b>29,485</b>	<b>9,558</b>	<b>9,248</b>	<b>1,958</b>	<b>-79.51</b>	
<b>NET EXPENDITURE</b>		<b>20,360</b>	<b>34,356</b>	<b>16,445</b>	<b>44,260</b>	<b>28.83</b>	

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	GROUPS MAINTENANCE	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
3000	<b>Vehicle Costs</b>	<b>17,101</b>	<b>19,000</b>	<b>11,043</b>	<b>19,400</b>	<b>2.11</b>	
3000/1	Ford Transit Tipper	5,126	4,300	2,532	5,000	16.28	Annual lease costs - Ends 01/7/2024, look to extend another year
3000/2	Ford Transit Custom Van	3,625	3,200	2,011	2,900	-9.38	Annual lease costs - Ends 14/9/2024, look to extend another year
3000/3	Citroen Berlingo Van	2,510	2,800	1,862	2,800	0.00	Annual lease costs - Ends 22/9/2024, look to extend another year
3000/4	Vehicle Maintenance	197	300	267	300	0.00	Estimated maintenance costs
3000/5	Fuel	5,404	8,000	4,371	8,000	0.00	Estimated fuel costs, no longer use red and increase fuel costs
3000/7	Trailer Maintenance	240	400	0	400	0.00	Estimated trailer service cost
3010	<b>Grounds Maintenance - All Sites</b>	<b>17,353</b>	<b>38,950</b>	<b>22,954</b>	<b>34,950</b>	<b>-10.27</b>	
3010/1	Miscellaneous	924	1,000	722	1,000	0.00	Tape, padlocks, cable ties, drill bits etc
3010/2	Equipment Service & Maintenance	4,177	9,000	7,037	9,000	0.00	Estimated maintenance and services costs for all equipment
3010/3	New Grounds Equipment	3,000	5,000	4,793	5,000	0.00	New equipment
3010/4	Footpath/Roadway Maintenance	0	5,000	4,554	5,000	0.00	Possible works for Levellings, <a href="#">plus £22,650 in earmarked reserves</a>
3010/5	Tree Maintenance	0	1,000	0	1,000	0.00	<a href="#">plus £12,800 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3</a>
3010/6	Weed Killing (spraying)	80	750	218	750	0.00	All site weed killing
3010/7	Green Waste Removal	0	0	0	0	#DIV/0!	<a href="#">£1,250 in ear marked reserves</a>
3010/8	Hedge Cutting	0	5,000	0	0	-100.00	Allotments and Marshalls in own budgets
3010/9	Grit	158	200	166	200	0.00	Winter grit purchase for all sites
3010/10	Tree Safety Survey	2,000	2,000	0	2,000	0.00	Annual tree inspection survey
3010/11	Health & Safety & First Aid	1,052	1,000	116	1,000	0.00	
3010/12	Highway Verge Cutting	5,962	9,000	5,349	10,000	11.11	Estimate for 10 cuts
3010/13	Wildflower Verges	0	0	0	0	#DIV/0!	
3020	<b>Cleaning Products</b>	<b>918</b>	<b>1,700</b>	<b>1,328</b>	<b>1,700</b>	<b>0.00</b>	
3020/1	Cleaning Products & Refuse Bags	918	1,700	1,328	1,700	0.00	For Marshalls, Richmond House, Levellings & Gen Cem
<b>TOTAL EXPENDITURE</b>		<b>35,372</b>	<b>59,650</b>	<b>35,325</b>	<b>56,050</b>	<b>-6.04</b>	
<b>INCOME</b>							
<b>Vehicle Hire, Grass Verges and Sales</b>		<b>5,927</b>	<b>5,814</b>	<b>5,814</b>	<b>5,900</b>	<b>1.48</b>	
300/1	Vehicle Hire	0	0	0	0	#DIV/0!	
300/2	LCC Contribution towards Highway Verge Cutting	5,308	5,814	5,814	5,900	1.48	
320	Sale of Grounds Equipment	0	0	0	0	#DIV/0!	
330	Scrap	620	0	0	0	#DIV/0!	
<b>TOTAL INCOME</b>		<b>5,927</b>	<b>5,814</b>	<b>5,814</b>	<b>5,900</b>	<b>1.48</b>	
<b>NET EXPENDITURE</b>		<b>29,445</b>	<b>53,836</b>	<b>29,511</b>	<b>50,150</b>	<b>-6.85</b>	

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	RICHMOND HOUSE & PARK	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
4000	<b>Richmond Park &amp; House</b>	<b>30,940</b>	<b>70,786</b>	<b>27,259</b>	<b>45,105</b>	<b>-36.28</b>	
4000/1	Rates	2,944	3,100	2,059	3,200	3.23	Estimated annual non-domestic rates bill
4000/2	House & Buildings Maintenance	8,253	17,000	10,381	10,000	-41.18	plus £5,000 in earmarked reserves
4000/3	Gas	2,329	4,000	713	4,000	0.00	Estimated annual charge
4000/4	Electricity - Main House	2,928	4,000	1,336	4,000	0.00	Estimated annual charge
4000/5	Electricity - Flat	739	1,500	608	1,500	0.00	Estimated annual charge
4000/6	Electricity - Greenhouse	333	1,000	440	1,000	0.00	Estimated annual charge
4000/7	Anglian Water	729	700	361	700	0.00	Estimated annual charge
4000/8	WaterPlus	610	600	351	600	0.00	Estimated annual charge
4000/9	PAT Testing	393	400	393	400	0.00	Estimated annual charge
4000/10	Fire Extinguisher & Emergency Light Service	596	714	714	1,000	40.06	Estimated annual service costs
4000/11	Security / Fire Alarm Service & Maintenance	1,178	700	327	700	0.00	Annual service & maintenance costs
4000/12	Security / Fire Alarm Response	520	600	150	600	0.00	Annual charge plus potential contractor call out charges
4000/13	Alarm Phone Line	486	600	327	600	0.00	Estimated annual charge
4000/14	Legionella Monitoring	1,043	1,050	0	1,050	0.00	Annual testing costs
4000/15	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
4000/16	Boiler Service & Repairs	63	200	63	200	0.00	Annual service costs
4000/17	Fixed Electrical Testing	0	1,300	0	0	-100.00	Fixed electrical testing due 2028/29
4000/18	Ground Maintenance	1,031	2,000	1,176	2,000	0.00	For general ground repairs & maintenance £4,000 in ear marked reserves for compound fence
4000/19	Waste Management	2,070	3,100	2,042	1,700	-45.16	WLDC charge for bin collections
4000/20	Aviary & Bird Feed	0	0	0	100	#DIV/0!	No longer have birds in the aviary, bird feed for external bird feeders
4000/21	Bedding Plants	152	67	67	500	646.27	Summer and winter bedding plants
4000/22	Outdoor Toilet Renovations & Maintenance	0	2,000	499	2,000	0.00	£1,583 in earmarked reserves
4000/23	Tree Maintenance	0	6,900	0	0	-100.00	see 3010/5 plus £12,800 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
4000/24	Footpath / Road Maintenance	44	5,000	4,750	0	-100.00	Fur her resurfacing near rose garden
4000/25	New / maintenance of Litter Bins	0	1,000	0	1,000	0.00	Replacement bins needed and earmark unspent budget
4000/26	Fountain Maintenance & Repairs	0	250	0	250	0.00	For any repairs required
4000/27	Flag pole maintenance & repairs	188	100	34	100	0.00	For any repairs required
4000/28	New Grounds Furniture	0	0	0	0	#DIV/0!	None envisaged
4000/29	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to code 7000
4000/30	Wet pour Repairs	0	0	0	0	#DIV/0!	Refer to code 7005
4000/31	CCTV, fibre broadband & line	2,487	2,600	320	2,600	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
4000/32	Replacement Conservatory	0	10,000	150	5,000	-50.00	£14,250 in earmarked reserves for remaining project
4000/33	First Aid & Defibrillator	83	125	0	125	0.00	WLDC Defibrillator scheme
4000/34	Cleaning Contractor	1,560	0	0	0	#DIV/0!	Temporary whilst didn't have a cleaner
<b>TOTAL EXPENDITURE</b>		<b>30,940</b>	<b>70,786</b>	<b>27,259</b>	<b>45,105</b>	<b>-36.28</b>	



Code	<b>RICHMOND HOUSE &amp; PARK</b>	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
<b>INCOME</b>							
<b>Richmond Park &amp; House</b>		<b>8,578</b>	<b>13,335</b>	<b>6,818</b>	<b>8,535</b>	<b>-36.00</b>	
400/1	Office Hire (Registrar)	4,035	4,035	2,018	4,035	0.00	Current lease charge
400/2	Registrar Service Recharge	4,543	9,300	4,800	4,500	-51.61	Estimate service recharge
400/3	Room Hire	0	0	0	0	#DIV/0!	
<b>TOTAL INCOME</b>		<b>8,578</b>	<b>13,335</b>	<b>6,818</b>	<b>8,535</b>	<b>-36.00</b>	
<b>NET EXPENDITURE</b>		<b>22,362</b>	<b>57,451</b>	<b>20,441</b>	<b>36,570</b>	<b>-36.35</b>	

Code	SPORTS GROUNDS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5000	<b>Roses</b>	<b>375</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
5010	<b>Marshalls</b>	<b>31,365</b>	<b>47,202</b>	<b>18,444</b>	<b>52,623</b>	<b>11.48</b>	
5010/1	Rates	11,228	11,230	7,484	11,400	1.51	Estimated annual non-domestic rates bill
5010/2	Main Pavilion Maintenance	750	2,000	20	2,000	0.00	Essential maintenance costs & possible decoration <a href="#">plus £3,817.50 in earmarked reserves for pavilion maintenance</a>
5010/3	Bowls Pavilion / Outbuilding Maintenance	1,237	1,000	23	10,000	900.00	Removal of green bowls shed and fence replacement
5010/4	Hygiene Services	219	230	114	230	0.00	phs service charge
5010/5	Gas - Main Pavilion	3,748	6,000	1,399	6,000	0.00	Estimated annual charge
5010/6	Gas - Bowls Pavilion	0	0	0	0	#DIV/0!	Estimated annual charge
5010/7	Electricity - Main Pavilion	2,814	4,500	2,175	4,500	0.00	Estimated annual charge
5010/8	Electricity - External Changing	331	1,000	255	1,000	0.00	Estimated annual charge
5010/9	Electricity - Bowls Pavilion	547	350	96	350	0.00	Estimated annual charge
5010/10	Anglian Water	309	400	212	400	0.00	Estimated annual charge
5010/11	WaterPlus	216	500	281	500	0.00	Estimated annual charge
5010/12	PAT Testing	25	25	25	25	0.00	Estimated annual charge
5010/13	Fire Extinguisher & Emergency Light Service	314	754	754	750	-0.53	Estimated annual service & maintenance costs
5010/14	Security / Fire Alarm	1,335	1,000	248	500	-50.00	Annual service & maintenance costs
5010/15	Legionella Monitoring	521	550	0	550	0.00	Estimated annual testing costs
5010/16	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
5010/17	Boiler Service and Repairs	835	1,000	443	1,000	0.00	Annual service costs
5010/18	Solar Panel Service & Repairs	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/19	Water Tank Service & Repair	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/20	Fixed Electrical Testing	0	1,025	0	0	-100.00	Fixed electrical testing due 2028/29
5010/21	Ground Maintenance & Renovations - Cricket	1,350	2,000	1,078	1,500	-25.00	Estimate for renovations
5010/22	Ground Maintenance & Renovations - Bowls	1,198	1,300	870	1,300	0.00	Estimate for renovations
5010/23	Ground Maintenance & Renovations - Football	1,232	3,500	2,120	4,000	14.29	Deep tine aeration, apply selective herbicide and sow and seed goals mouths
5010/24	Ground Maintenance & Renovations - General	102	500	142	500	0.00	
5010/25	Tree & Hedge Maintenance	0	3,420	0	1,200	-64.91	for roadside hedge <a href="#">see 3010/5 plus £12,800 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3</a>
5010/26	Ditch Clearance	0	0	0	0	#DIV/0!	Will need clearing again in 2025/26 <a href="#">£8,000 in ear marked reserves for 23/24</a>
5010/27	External Light Maintenance	0	500	0	500	0.00	Estimated annual maintenance costs
5010/28	Car Park Maintenance	0	500	0	500	0.00	Any essential repairs
5010/29	Waste Management	572	1,100	395	1,100	0.00	WLDC charge for bin collections
5010/30	CCTV Broadband & Phone line	1,980	2,200	311	2,200	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
5010/31	First Aid & Defibrillator	83	200	0	200	0.00	Possible replacement first aid box and WLDC Defibrillator scheme
5010/32	AdvantEDGE Facilities	238	238	0	238	0.00	Bookings software

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	SPORTS GROUNDS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5020	<b>Levellings</b>	<b>2,004</b>	<b>10,365</b>	<b>2,193</b>	<b>7,060</b>	<b>-31.89</b>	
5020/1	Pavilion Maintenance	35	0	0	0	#DIV/0!	External works & internal decoration required, <a href="#">plus £2,200 in earmarked reserves</a>
5020/2	Gas	435	350	35	350	0.00	Estimated annual charge
5020/3	Electricity	278	500	331	500	0.00	Estimated annual charge
5020/4	Anglian Water	59	150	54	150	0.00	Estimated annual charge
5020/5	WaterPlus	58	150	69	150	0.00	Estimated annual charge
5020/6	PAT Testing	0	0	0	0	#DIV/0!	No longer any electrical goods in side
5020/7	Fire Extinguisher & Emergency Light Service	135	60	60	160	166.67	Annual service costs
5020/8	Legionella Testing	521	550	0	550	0.00	Annual testing charges
5020/9	Boiler Service & Repair	63	150	63	150	0.00	Annual boiler service
5020/10	Fixed Electrical Testing	0	100	0	0	-100.00	Fixed electrical testing due 2028/29
5020/11	Ground Maintenance & Renovations - Football	220	1,005	1,005	1,500	49.25	Deep tine aeration, apply selective herbicide and sow and seed goals mouths
5020/12	Ground Maintenance & Renovations - General	0	500	98	500	0.00	
5020/13	Tree Maintenance	0	0	0	0	#DIV/0!	<a href="#">see 3010/5 plus £12,800 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3</a>
5020/14	Footpath Maintenance	0	6,500	279	0	-100.00	<a href="#">Earmark unspent budget</a>
5020/15	Fence Maintenance	200	300	200	500	66.67	Estimated maintenance costs
5020/16	First Aid & Defibrillator	0	50	0	50	0.00	Possible replacement first aid box, <a href="#">plus £400 in earmarked reserves for defibrillator</a>
5020/17	Sports Equipment	0	0	0	2,500	#DIV/0!	New football goals required
	<b>TOTAL EXPENDITURE</b>	<b>33,744</b>	<b>57,567</b>	<b>20,637</b>	<b>59,683</b>	<b>3.68</b>	
	<b>INCOME</b>						
500	<b>Roses</b>	<b>7,750</b>	<b>7,750</b>	<b>7,750</b>	<b>7,750</b>	<b>0.00</b>	
500/9	Sinking Fund	7,750	7,750	7,750	7,750	0.00	
510	<b>Marshalls</b>	<b>13,679</b>	<b>15,243</b>	<b>8,585</b>	<b>16,850</b>	<b>10.54</b>	
510/1	Football	2,498	4,500	1,087	4,500	0.00	Estimated annual income
510/2	Cricket	803	843	943	950	12.69	Estimated annual income
510/3	Bowls	1,285	1,300	1,300	1,300	0.00	Estimated annual income
510/4	Room Hire	8,954	8,000	4,794	9,500	18.75	Estimated annual income
510/5	Training Pitch	139	600	411	600	0.00	Estimated annual income
510/6	Key Deposits	0	0	50	0	#DIV/0!	
520	<b>Levellings</b>	<b>861</b>	<b>1,400</b>	<b>439</b>	<b>1,400</b>	<b>0.00</b>	
520/1	Football	861	1,400	439	1,400	0.00	Estimated annual income
520/2	Key Deposit	0	0	0	0	#DIV/0!	
	<b>TOTAL INCOME</b>	<b>22,290</b>	<b>24,393</b>	<b>16,774</b>	<b>26,000</b>	<b>6.59</b>	
						#DIV/0!	
	<b>NET EXPENDITURE</b>	<b>11,454</b>	<b>33,174</b>	<b>3,863</b>	<b>33,683</b>	<b>1.53</b>	

Code	CEMETERY	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
6000	<b>General Cemetery</b>	<b>24,224</b>	<b>71,590</b>	<b>13,757</b>	<b>51,560</b>	<b>-27.98</b>	
6000/1	Rates	6,362	6,680	4,452	6,750	1.05	Estimated annual non-domestic rates bill
6000/2	Chapel Maintenance	0	6,000	120	6,000	0.00	Estimated maintenance costs following roof damage and <a href="#">earmark unspent budget</a>
6000/3	Electricity	370	650	95	650	0.00	Estimated annual charge
6000/4	Anglian Water	135	200	57	400	100.00	Estimated annual charge
6000/5	WaterPlus	116	600	168	400	-33.33	Estimated annual charge
6000/6	Fire Extinguisher & Emergency Light Service	23	23	23	100	334.78	Annual service costs
6000/7	Burial Software	609	660	660	660	0.00	Annual hosting charge
6000/8	Fixed Electrical Testing	0	100	0	0	-100.00	Fixed electrical testing due 2028/29
6000/9	Ground & Building Maintenance	276	2,000	49	2,000	0.00	Estimated maintenance costs
6000/10	Waste Management	1,473	14,377	0	1,400	-90.26	WLDC charge for bin collections x3 110 black refuse bins
6000/11	Grave Digging	14,441	18,000	6,893	18,000	0.00	External contractor grave digging charges
6000/12	Toilet Maintenance & service charges	0	300	0	200	-33.33	Estimated annual charge
6000/13	Tree Maintenance	0	0	0	0	#DIV/0!	<a href="#">see 3010/5 plus £12,800 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3</a>
6000/14	Boundary Fence Maintenance	0	2,500	0	2,500	0.00	Essential maintenance works <a href="#">plus £5,000 in earmarked reserves for codes 6000/14 &amp; 60102</a>
6000/15	Footpath/Roadway Repairs	0	0	0	0	#DIV/0!	
6000/16	Produce woodland burial and memorial wall	0	0	0	0	#DIV/0!	<a href="#">£2,000 in earmarked reserves</a>
6000/17	Extension B Burial Land Sinking Fund	420	12,500	0	10,500	-16.00	Extension B sinking fund for future burial land <a href="#">plus £47,000 in earmarked reserves and earmark unspent budget</a>
6000/18	Drainage & standpipe repairs	0	2,500	1,170	1,000	-60.00	
6000/19	Memorial Topple Testing	0	0	0	0	#DIV/0!	Approx 8,000 memorials to be tested in old side, <a href="#">£15,118 in earmarked reserves</a> , some testing to be carried out imminen ly
6000/20	New / maintenance of Litter Bins	0	4,500	70	1,000	-77.78	Replacement bins required plus <a href="#">£2,000 in earmarked reserves</a>
6010	<b>North Warren Cemetery</b>	<b>823</b>	<b>1,365</b>	<b>577</b>	<b>1,400</b>	<b>2.56</b>	
6010/1	Rates	823	865	577	900	4.05	Estimated annual non-domestic rates bill
6010/2	Boundary Fence Maintenance	0	500	0	500	0.00	Essential maintenance works <a href="#">plus £5,000 in earmarked reserves for codes 6000/14 &amp; 60102</a>
6010/3	Tree Maintenance	0	0	0	0	#DIV/0!	<a href="#">see 3010/5 plus £12,800 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3</a>
6010/4	Memorial Topple Testing	0	0	0	0	#DIV/0!	Carried out in house
6010/5	Ground Maintenance / Repairs	0	0	0	0	#DIV/0!	
6010/6	Grave Digging	0	0	0	0	#DIV/0!	
<b>TOTAL EXPENDITURE</b>		<b>25,047</b>	<b>72,955</b>	<b>14,333</b>	<b>52,960</b>	<b>-27.41</b>	

Code	CEMETERY	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	<b>INCOME</b>						
600	<b>General Cemetery</b>	<b>58,563</b>	<b>46,528</b>	<b>26,452</b>	<b>46,528</b>	<b>0.00</b>	
600/1	Burial - Full Interments	23,308	22,491	10,919	22,491	0.00	Estimated income (35x £642.60)
600/2	Burial - Cremation Interments	9,902	6,037	3,043	6,037	0.00	Estimated income (25x £241 5)
600/3	Exclusive Right of Burial	15,034	10,000	8,330	10,000	0.00	Estimated income (18x £481 95)
600/4	Use of chapel	0	0	0	0	#DIV/0!	Estimated income
600/5	Memorial Applications	10,320	8,000	4,160	8,000	0.00	Estimated income
600/6	Exhumations	0	0	0	0	#DIV/0!	Estimated income
600/7	EDF Energy	0	0	0	0	#DIV/0!	Equipment removed
610	<b>North Warren Cemetery</b>	<b>-236</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
610/1	Burial - Full Interments	0	0	0	0	#DIV/0!	Estimated income
610/2	Burial - Cremation Interments	0	0	0	0	#DIV/0!	Estimated income
610/3	Exclusive Right of Burial	-450	0	0	0	#DIV/0!	Estimated income
610/4	Memorial Applications	214	0	0	0	#DIV/0!	Estimated income
	<b>TOTAL INCOME</b>	<b>58,328</b>	<b>46,528</b>	<b>26,452</b>	<b>46,528</b>	<b>0.00</b>	
	<b>NET EXPENDITURE</b>	<b>-33,281</b>	<b>26,427</b>	<b>-12,118</b>	<b>6,432</b>	<b>-75.66</b>	

Code	PLAY AREAS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7000	<b>All Site</b>	<b>1,240</b>	<b>2,000</b>	<b>234</b>	<b>3,000</b>	<b>50.00</b>	
7000	Play Equipment Maintenance	300	1,000	234	2,000	100.00	For repairs of codes 7010 - 7080, <a href="#">plus £4,175 in earmarked reserves earmark any unspent budget</a>
7005	Wet pour Maintenance	940	1,000	0	1,000	0.00	Repair works carried out Nov 2022, start to build reserve For repairs of codes 7010 - 7080, <a href="#">plus £1,000 in earmarked reserves earmark any unspent budget</a>
7010	<b>Levellings</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
7010/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7010/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7010/3	Skate Park Maintenance	0	0	0	0	#DIV/0!	Skate park now removed
7010/4	Ground Surface Repairs	0	0	0	0	#DIV/0!	<b>Need to consider full park resurfacing</b>
7010/5	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7010/6	Dog Walk	0	0	0	0	#DIV/0!	Refer to 7000
7010/7	Future Development Project	0	0	0	0	#DIV/0!	
7020	<b>Aisby Walk</b>	<b>518</b>	<b>2,000</b>	<b>948</b>	<b>136,792</b>	<b>6,739.60</b>	
7020/1	Playing Field	0	0	0	0	#DIV/0!	Refer to 7000
7020/2	New Play Equipment	0	0	0	134,792	#DIV/0!	<a href="#">£134,792 S106 funding</a>
7020/3	Play Equipment Maintenance	0	0	0	0	#DIV/0!	<b>May wish to budget to refurbish current equipment alongside project</b>
7020/4	Skate Park Maintenance	518	2,000	948	2,000	0.00	For repair works
7020/5	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7020/6	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7020/7	Boundary & Tree Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030	<b>Play Areas - Danes Road</b>	<b>0</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>-100.00</b>	
7030/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7030/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7030/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030/5	Boundary Maintenance	0	20	20	0	-100.00	Refer to 7000
7040	<b>Play Areas - Mayflower Close</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
7040/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7040/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7040/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040/5	Boundary Maintenance	0	0	0	0	#DIV/0!	
7050	<b>Play Areas - Sandsfield Lane North</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
7050/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7050/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7050/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7050/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7050/5	Boundary Maintenance	0	0	0	0	#DIV/0!	Refer to 7000

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	PLAY AREAS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7080	<b>Play Areas - St Georges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
7080/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7080/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7080/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7080/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7080/5	Boundary Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7090	<b>External Play area Inspections</b>	<b>1,125</b>	<b>1,125</b>	<b>774</b>	<b>1,125</b>	<b>0.00</b>	Plus AdvantEdge Playgrounds and InspectEdge
	<b>TOTAL EXPENDITURE</b>	<b>2,883</b>	<b>5,145</b>	<b>1,976</b>	<b>140,917</b>	<b>2,638.91</b>	
	<b>INCOME</b>						
700	<b>Funding</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>	<b>134,792</b>	<b>1,584.90</b>	
700/1	Levellings	0	8,000	8,000	0	-100.00	
700/2	Aisby Walk	0	0	0	134,792	#DIV/0!	£134,792 S106 funding
	<b>TOTAL INCOME</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>	<b>134,792</b>	<b>1,584.90</b>	
	<b>NET EXPENDITURE</b>	<b>2,883</b>	<b>-2,855</b>	<b>-6,024</b>	<b>6,125</b>	<b>-314.54</b>	

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	ALLOTMENTS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8000	<b>Allotments - Foxby Hill</b>	<b>2,116</b>	<b>3,813</b>	<b>1,791</b>	<b>4,125</b>	<b>8.18</b>	
8000/1	Site Rent	875	938	938	1,000	6.61	Annual site rent
8000/2	Skip Hire	208	625	417	625	0.00	Cost of x3 skips
8000/3	Water Charges	765	500	343	700	40.00	Estimate for one year supply
8000/4	Hedge Cutting	0	1,350	0	1,400	3.70	Contractor costs for hedge maintenance
8000/5	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8000/6	Miscellaneous expenditure	268	400	93	400	0.00	<a href="#">£108.07 in earmarked reserves from self management</a>
8010	<b>Allotments - Love Lane</b>	<b>1,170</b>	<b>11,923</b>	<b>1,400</b>	<b>2,825</b>	<b>-76.31</b>	
8010/1	Site Rent	875	938	938	1,000	6.61	Annual site rent
8010/2	Skip Hire	208	625	417	625	0.00	Cost of x3 skips
8010/3	Hedge Cutting	0	360	0	400	11.11	Contractor costs for hedge maintenance
8010/4	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8010/5	Miscellaneous expenditure	87	400	0	400	0.00	
8010/6	Pond Management	0	9,600	46	400	-95.83	
8020	<b>Allotments - North Warren</b>	<b>98</b>	<b>2,245</b>	<b>0</b>	<b>1,025</b>	<b>-54.34</b>	
8020/1	Site Rent	0	0	0	0	#DIV/0!	Annual site rent - Council owned site
8020/2	Skip Hire	0	625	0	625	0.00	Cost of x3 skips
8020/3	Hedge Cutting	0	220	0	0	-100.00	
8020/4	Asbestos Management	0	1,000	0	0	-100.00	Refer to 8060/2
8020/5	Miscellaneous expenditure	98	400	0	400	0.00	<a href="#">£5,200 in earmarked reserves for fence from insurance claim</a>
8030	<b>Allotments - Showfield</b>	<b>608</b>	<b>1,025</b>	<b>437</b>	<b>1,025</b>	<b>0.00</b>	
8030/1	Site Rent	0	0	0	0	#DIV/0!	Annual site rent - not invoiced by LCC would take from EMR
8030/2	Skip Hire	208	625	417	625	0.00	Cost of x3 skips
8030/3	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8030/4	Wall Maintenance	0	0	0	0	#DIV/0!	<a href="#">£2,000 in earmark reserves for maintenance</a>
8030/5	Miscellaneous expenditure	400	400	20	400	0.00	
8040	<b>Allotments - Spital Hill</b>	<b>1,351</b>	<b>2,613</b>	<b>555</b>	<b>2,820</b>	<b>7.92</b>	
8040/1	Site Rent	250	250	250	250	0.00	Annual site rent
8040/2	Skip Hire	442	463	309	470	1.51	Monthly waste management collections
8040/3	Water Charges	576	300	-3	500	66.67	Estimate for one year supply
8040/4	Hedge Cutting	0	1,200	0	1,200	0.00	Contractor costs for hedge maintenance
8040/5	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8040/6	Miscellaneous expenditure	84	400	0	400	0.00	
8050	<b>Allotments - Love Lane Garages</b>	<b>186</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0.00</b>	
8050	Garage Lane Maintenance	186	200	0	200	0.00	For repairs
8060	<b>Allotments - All Sites</b>	<b>1,322</b>	<b>5,412</b>	<b>0</b>	<b>420</b>	<b>-92.24</b>	
8060/1	Edge IT Software	412	412	0	420	1.94	
8060/2	Miscellaneous	910	5,000	0	0	-100.00	<a href="#">£6,000 in ear marked reserves</a>



<b>TOTAL EXPENDITURE</b>	<b>6,851</b>	<b>27,231</b>	<b>4,183</b>	<b>12,440</b>	<b>-54.32</b>
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Code	ALLOTMENTS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	<b>INCOME</b>						
800	<b>Allotments</b>	<b>9,671</b>	<b>2,870</b>	<b>2,844</b>	<b>11,050</b>	<b>285.02</b>	
800/1	Foxby Hill	4,387	1,450	1,404	5,100	251.72	Estimated Annual Income
800/2	Love Lane	1,680	350	348	1,850	428.57	Estimated Annual Income
800/3	North Warren	798	450	463	1,000	122.22	Estimated Annual Income
800/4	Showfields	1,105	255	252	1,300	409.80	Estimated Annual Income
800/5	Spital Hill	1,701	365	377	1,800	393.15	Estimated Annual Income
815	<b>Garage Space Ropery Road</b>	<b>893</b>	<b>1,250</b>	<b>0</b>	<b>1,250</b>	<b>0.00</b>	
	<b>TOTAL INCOME</b>	<b>10,564</b>	<b>4,120</b>	<b>2,844</b>	<b>12,300</b>	<b>198.54</b>	
	<b>NET EXPENDITURE</b>	<b>-3,712</b>	<b>23,111</b>	<b>1,338</b>	<b>140</b>	<b>-99.39</b>	

Code	PUBLIC REALM	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
9010	<b>Street Furniture</b>	<b>2,836</b>	<b>2,755</b>	<b>1,031</b>	<b>2,955</b>	<b>7.26</b>	
9010/1	Notice Boards	0	0	0	0	#DIV/0!	
9010/2	Benches	0	0	0	0	#DIV/0!	
9010/3	Bus Shelters	1,440	1,555	778	1,555	0.00	Cleaning costs
9010/4	Millennium Clock	1,396	1,200	253	1,400	16.67	Annual service & electricity costs
9010/5	Silver Street Sculpture	0	0	0	0	#DIV/0!	£1,000 in earmarked reserves
9010/6	Community Speed Watch Application	0	0	0	0	#DIV/0!	
9020	<b>War Memorial</b>	<b>385</b>	<b>400</b>	<b>385</b>	<b>400</b>	<b>0.00</b>	
9020/1	Maintenance	385	400	385	400	0.00	Memorial cleaning prior to Remembrance Sunday
9020/2	Future Project	0	0	0	0	#DIV/0!	Project complete
<b>TOTAL EXPENDITURE</b>		<b>3,221</b>	<b>3,155</b>	<b>1,416</b>	<b>3,355</b>	<b>6.34</b>	
<b>INCOME</b>							
910	<b>War Memorial</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
910	War Memorial Project	0	0	0	0	#DIV/0!	Project complete
920	<b>Bus Shelters</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
920	New shelters and renovations	0	0	0	0	#DIV/0!	
<b>TOTAL INCOME</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
<b>NET EXPENDITURE</b>		<b>3,221</b>	<b>3,155</b>	<b>1,416</b>	<b>3,355</b>	<b>6.34</b>	

**DRAFT Budget 2024 / 2025**

15/11/2023

Code	EVENTS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
10010	Mayflower 400 (Illuminate)	1,000	1,000	0	1,000	0.00	Annual Illuminate event support run by WLDC.
10020	Community / Armed Forces Day	0	2,500	0	0	-100.00	Earmark unspent budget to support a community event.
10035	King Charles III Coronation	0	5,132	5,000	0	-100.00	
10040	Remembrance Sunday	46	100	102	300	200.00	
10050	Local Town Events Support	0	3,000	0	3,000	0.00	
<b>TOTAL EXPENDITURE</b>		<b>1,046</b>	<b>11,732</b>	<b>5,102</b>	<b>4,300</b>	<b>-63.35</b>	
<b>INCOME</b>							
1005	Richmond Park	0	0	0	0	#DIV/0!	
1015	Marshalls	0	552	552	0	-100.00	
1030	Levellings - Fair / Circus	1,000	1,000	1,000	1,000	0.00	
1040	Aisby Walk - Fair / Circus	0	1,000	500	500	-50.00	
1050	Armed Forces & Community Day	0	0	0	0	#DIV/0!	
<b>TOTAL INCOME</b>		<b>1,000</b>	<b>2,552</b>	<b>2,052</b>	<b>1,500</b>	<b>-41.23</b>	
<b>NET EXPENDITURE</b>		<b>46</b>	<b>9,180</b>	<b>3,049</b>	<b>2,800</b>	<b>-69.50</b>	

Code	CHRISTMAS LIGHTS	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	<b>Christmas Lights</b>	<b>30,228</b>	<b>32,000</b>	<b>18,322</b>	<b>28,600</b>	<b>-10.63</b>	
11000	Switch on event	5,000	5,000	0	5,000	0.00	Contribution to WLDC organising the event
11010	Anchor Point Testing	1,292	2,500	1,574	2,500	0.00	Full test due 2024
11020	Electrical Contractor - Main lights	0	0	0	0	#DIV/0!	
11030	Electrical Contractor - Shop lights scheme	0	0	0	0	#DIV/0!	
11040	Market Place Christmas Tree	0	0	392	1,000	#DIV/0!	Tree purchase and crane hire
11050	Blachere Contract	19,817	21,500	14,382	19,500	-9.30	Blachere contract
11055	Electrical Contractor for potential use of old lights	0	0	0	0	#DIV/0!	Potential use of old lights
11060	Trinity Street Lamp Post Electricity	4,119	2,000	1,358	0	-100.00	Electricity charges - Trinity street meters removed
11070	Church Street Lamp Post Electricity	0	1,000	616	600	-40.00	Electricity charges
	<b>EXPENDITURE</b>	<b>30,228</b>	<b>32,000</b>	<b>18,322</b>	<b>28,600</b>	<b>-10.63</b>	
	<b>INCOME</b>						
1100	Shop Christmas Tree Scheme	0	0	0	0	#DIV/0!	No longer offering the scheme
	<b>INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
	<b>NET EXPENDITURE</b>	<b>30,228</b>	<b>32,000</b>	<b>18,322</b>	<b>28,600</b>	<b>-10.63</b>	

Code	COMMUNITY INFRASTRUCTURE LEVY	Actual Spend 2022/23	Revised Budget 2023/24	Net Expenditure to 6/11/23	Proposed Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	<b>CIL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
	<b>TOTAL EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>INCOME</b>						
14000	<b>CIL</b>	<b>19,203</b>	<b>0</b>	<b>15,212</b>	<b>0</b>	<b>#DIV/0!</b>	
14000	Contribution from development	19,203	0	15,212	0	#DIV/0!	£2,910.05 in ear marked reserves, earmark unspent income and YE
	<b>GROSS INCOME</b>	<b>19,203</b>	<b>0</b>	<b>15,212</b>	<b>0</b>	<b>#DIV/0!</b>	
	<b>NET EXPENDITURE</b>	<b>-19,203</b>	<b>0</b>	<b>-15,212</b>	<b>0</b>	<b>#DIV/0!</b>	

Budgets 2024/25

Your contact for this matter is: Josh Alcock  
Email: Josh.Alcock@west-lindsey.gov.uk

09/10/2023

**For the attention of all Town/Parish Council/Meetings raising a Precept**

Dear Sir/Madam

The Council is in the process of preparing its estimates for the forthcoming financial year and in order that suitable provision can be made, I shall need to know the estimated amount which your Parish Council will require next year to meet its expenses.

I would be grateful if you could return the enclosed Parish Precept **ESTIMATE** form as soon as possible and in any event no later than **Friday 24<sup>th</sup> November 2023**.

The **FINAL** claim form needs to be used by the Parish to request the actual payment of the precept and should only be submitted when the Parish has formally determined its precept requirement for 2024/25. The District Council needs the **final claim form** to be submitted before it can pay over the requested precept **and this should be received no later than Friday 26<sup>th</sup> January 2024**.

Please note that whilst the form requests the Budget Requirement, the actual amount of Precept to your residents will take account of any grant award to the Parish Council from WLDC (up to £100).

**If you have difficulty meeting the above deadlines please contact us.**

**Please Note When Completing The Final Claim Form** – Precept Payments **cannot** be paid into the bank accounts of Parochial Church Councils.

An information sheet is attached to help you complete your forms.

Also as requested by Parish Clerks some suggested wording for your Parishioners is provided below;

### **Note for Parishioners**

Your Council Tax is made up of a number of elements which fluctuate but determine the total amount charged.

This includes;

- Parish Precept (the amount the Parish Council requires to fund its services)
- Amount of grant from West Lindsey District Council
- Tax Base (the number of properties in the Parish)
- Local Council Tax Support Scheme (amount of financial support given to Parishioners on low income)
- Council Tax Discounts and exemptions (e.g. single person discount)

It is possible therefore, that the Parish Council does not change its Precept and yet the Council Tax charged to you may increase/decrease due to the other factors above.

I hope this information allows you adequate time to plan your budget process and Committee meetings.

Yours faithfully

**Peter Davy**

Financial Services Manager



Parish of:

## ESTIMATE

Estimated amounts required by the above Parish for the year commencing 1 April 2024 in respect of Parish Expenses as follows:

A. General Expenses

£

B. Parish Election Expenses

£

C. ESTIMATED TOTAL BUDGET REQUIREMENT (A+B)

£

D. Parish Annual Accounts

Copy of the latest annual audit return attached:

Yes

No

E. Date of formal Parish Council Meeting to set Precept

Signed: ..... Date: .....

Please return a copy of this completed form by email and by the deadline to aid our budget setting and billing processes. Thank you.

Email: [Bethany.Knight@west-lindsey.gov.uk](mailto:Bethany.Knight@west-lindsey.gov.uk)

**As soon as possible, but no later than Friday 24<sup>th</sup> November 2023**