

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 Caz 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 30 April 2024** 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

FS24/117 Apologies for Absence

To note apologies for absence.

FS24/118 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.

FS24/119 Declarations of Interest

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

FS24/120 Dispensation Requests

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

FS24/121 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.

FS24/122 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 19 March 2024 (pages 4 to 7)

FS24/123 Finance Reports

To receive and consider for approval the following financial reports:

- i. Unpaid Expenditure Transactions for 25 April 2024 **Paper B** (pages 8 to 15)
- ii. Cashbook Summary (including due and unpaid transactions) for 25 April 2024 **Paper C** (pages 16 to 17)
- iii. Budget Comparison Report (including due and unpaid transactions) for 25 April 2024 **Paper D** (pages 18 to 35)

FS24/124 Bank Reconciliation

To approve and resolve to sign the monthly bank reconciliations for 31 March 2024 per paragraph 2.2 of Financial Regulations.

Paper E (pages 36 to 49)

FS24/125 Internal Controls

To review the internal controls in place and consider changes.

Paper F (pages 50 to 54)

FS24/126 Asset Register Review

To note and review the Council's assets register and approve items for disposal.

Paper G (pages 55 to 65)

FS24/127 Year End Accounts 2023/24

To consider end of year accounts for the 2023/24 financial year and recommend to Full Council for approval, which consist of the following documents:

Paper H (pages 66 to 69) Consolidated Balance Sheet

Paper I (pages 70 to 72) Income and Expenditure Account Report

Paper J (pages 73 to 75) Income and Expenditure Account Analysis Report

Paper K (pages 76 to 83) Income and Expenditure by Budget Headings Report

Paper L (pages 84 to 86) Trial Balance

FS24/128 AGAR – Section 2 Accounting Statements

To consider end of year accounts for the 2023/24 financial year and recommend to Full Council for approval, which consist of the following documents:

Paper M (pages 87 to 88) Section 2 - Accounting Statements of the AGAR

FS24/129 Insurance

To consider and approve one year extension of the Town Council's insurance under a 3 -year scheme.

Paper N (pages 89 to 119)

FS24/130 Items for Notification

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

- Protocol for the Death of a Senior Figure Review
- Filming and Recording Meetings Policy Review
- Public Participation at Meetings Policy Review
- Risk Register - *June*
- Anti-Fraud and Corruption Policy Review
- Communications Policy Review
- GDPR Policy Review
- Councillor Vacancy (Co-option) Policy Review
- Employee / Councillor Protocol Review
- Social Media Policy Review
- Publication Scheme & FOI Review
- Pensions Discretionary Policy Review
- Member Training and Development Policy Review
- Strategic Plan
- Investments
- Registrar Lease renewal
- Additional Bank Account
- LCAS Quality Status

FS24/131 Time and Date of Next Meeting

To note the date and time of the next Finance and Strategy Committee meeting is scheduled for Tuesday 28 May 2024 at 7:00pm.

Rachel Allbones
Interim Town Clerk
Richmond House
Gainsborough

Thursday, 25 April 2024

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 19 March 2024** at **7:00pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Nigel Bowler (Chairman)
 Councillor Michael Devine
 Councillor Richard Doy
 Councillor David Dobbie
 Councillor James Plastow

In Attendance:
 Rachel Allbones
 Interim Town Clerk (ITC)

FS24/104 Apologies for Absence

Apologies for absence were received from Councillors R Craig, P Key, L Muggridge.

FS24/105 Public Participation Period

No public in attendance.

FS24/106 Declarations of Interest

No declarations of interest were made.

FS24/107 Dispensation Requests

No dispensation requests were received.

FS24/108 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from item FS24/113 and PC24/109 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS24/109 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 20 February 2024 be approved as a as a true and accurate record and signed by the Chairman.

FS24/110 Finance Reports (Papers B, C & D)

RESOLVED: to **NOTE** and approve the following reports:
 i. Unpaid Expenditure Transactions for 14 March 2024

Initialled:

- ii. Cashbook Summary (including due and unpaid transactions) for 14 March 2024
- iii. Budget Comparison Report (including due and unpaid transactions) for 14 March 2024

FS24/111 Bank Reconciliation (Paper E)

RESOLVED: to approve and sign the monthly bank reconciliations for 29 February 2024.

FS24/112 Earmarked Reserves (Paper F)

RESOLVED: to approved proposed ear marked reserves for YE 31st March 2024 with knowledge some may change if invoices are received prior to year end.

FS24/113 Outstanding Debtors (Paper G)

RESOLVED: to the old debtors described in section 3 of the report and to contact WLDC to set up an urgent meeting with GTF regarding the All Weather Pitch.

FS24/114 Risk Register and Risk Management Policy (Paper H)

RESOLVED: to adopt the reviewed risk register and Risk Management Policy with the following points to be reviewed in 3 months: -

- If training courses are full ask for reserves in case Cllrs are unable to attend.
- R03,1,b – Invite district and county members to report to Full Council on a 3/6 monthly basis.
- Ask WLDC if they will share their Governance and Audit risk management training documents.

FS24/115 Items for Notification

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

- Asset Register Review – April
- Protocol for the Death of a Senior Figure Review – April
- Debtor Review - July
- Filming and Recording Meetings Policy Review
- Public Participation at Meetings Policy Review
- Anti-Fraud and Corruption Policy Review
- Communications Policy Review
- GDPR Policy Review
- Councillor Vacancy (Co-option) Policy Review
- Employee / Councillor Protocol Review
- Social Media Policy Review
- Publication Scheme & FOI Review
- Pensions Discretionary Policy Review
- Member Training and Development Policy Review
- Strategic Plan
- Investments
- Registrar Lease renewal
- Additional Bank Account
- LCAS Quality Status

FS24/116 Time and Date of Next Meeting

RESOLVED: to **amend** the date and time of the next Finance and Strategy Committee meeting to Tuesday 30 April 2024 at 7:00pm at Richmond House, Morton Terrace.

The meeting closed at 8:30pm

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

DRAFT

PAPER B

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21261	BP2404	19/03/2024	£268.20	£44.70	£223.50	268.20	Rigel Wolf Ltd - Quarterly payroll	Payroll services	
21262	BP240403	14/03/2024	£8,352.00	£1,392.00	£6,960.00	8,352.00	Kierson - 50% deposit for repair and draughtproofing window to first floor	Richmond House	
21263	BP2404	13/03/2024	£11.06	£1.84	£9.22		Trade UK - Lock for cemetery chapel	General Cemetery	
21295	BP2404	25/03/2024	£30.98	£5.16	£25.82	42.04	Trade UK - Undercoat and WD40		
21264	BP2404	13/03/2024	£44.71	£7.45	£37.26		Huws Gray Limited - Planer hire	Richmond Park Toilets	
21289	BP2404	05/03/2024	£118.43	£19.74	£98.69	163.14	Huws Gray Limited - Paint & supplies for wall prep		
21265	BP2404	18/03/2024	£1,276.99	£212.84	£1,064.15		A Price Electrical Ltd - Supply and install new electrical supply to bowls pavilion	Marshalls	
21290	BP2404	18/03/2024	£2,994.75	£499.13	£2,495.62	4,271.74	A Price Electrical Ltd - Exterior lighting upgrades and alterations		
21267	BP240319	19/03/2024	£218.81	£36.47	£182.34	218.81	Oakley's Group Ltd - Smooth roller for the Toro	Equipment Maintenance	
21274	BP2404	19/03/2024	£3,500.00	£0.00	£3,500.00		West Lindsey District Council - Contribution towards public space CCTV 1/4/23 - 31/3/24	Richmond Park & Marshalls	
21275	BP2404	21/03/2024	£3,000.00	£0.00	£3,000.00		West Lindsey District Council - Contribution towards GO Festival	Event Support	
21276	BP2404	21/03/2024	£500.00	£0.00	£500.00		West Lindsey District Council - Contribution towards Summer Bunting	Christmas lights	
21277	BP2404	21/03/2024	£1,000.00	£0.00	£1,000.00	8,000.00	West Lindsey District Council - Contribution towards Illuminate Festival	Event Support	
21278	BP2404	29/03/2024	£580.26	£96.71	£483.55		F5 Computing Ltd - Microsoft 365 & back ups	IT Support	
21279	BP2404	29/03/2024	£22.86	£3.81	£19.05	603.12	F5 Computing Ltd - Additional technical support	IT Support	
21280	BP2404	28/03/2024	£470.40	£78.40	£392.00	470.40	Glendale Managed Services Ltd - Hedge cutting	Marshalls	
21281	BP2404	26/03/2024	£228.00	£38.00	£190.00	228.00	Pear Technology Services Ltd - Map maintenance	Cemetery & Allotments	
21282	BP2404	20/03/2024	£80.82	£13.47	£67.35	80.82	Chantry Agricultural Engineers - Repair Sthil strimmer	Equipment Maintenance	
21283	BP2404	31/03/2024	£171.25	£28.54	£142.71	171.25	High Street Garage - Fuel	Vehicles	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21284	BP2404	31/03/2024	£2,790.00	£465.00	£2,325.00	2,790.00	Retford Memorials - Grave digging (XLNC0006, XLNC0065, XKNC0077, XLNC0011)	Grave Digging	
21285	BP2404	31/03/2024	£2,302.80	£383.80	£1,919.00	2,302.80	Second Element Ltd - Legionella management package	Richmond House, Marshalls, Levellings	
21286	BP2404	31/03/2024	£2,520.00	£420.00	£2,100.00	2,520.00	Cemetery Development Services Ltd - Costing management of 3 plans (3, 8, 13)	Cemetery Extension	
21287	BP2404	31/03/2024	£1,391.84	£66.28	£1,325.56	1,391.84	N Power - Electricity consumption	Millenium Clock	
21288	BP2404	07/03/2024	£288.00	£48.00	£240.00	288.00	DrumBEAT Marketing UK - Web Hosting	Website	
21291	BP2404	21/03/2024	£22,068.00	£3,678.00	£18,390.00	22,068.00	Safeplay Playground Services Ltd - Carry out repairs and renewals to skate equipment	Aisby Walk	
21292	BP2404	27/03/2024	£1,320.00	£220.00	£1,100.00	1,320.00	DJ Cleaning Ltd - Clearance and cleaning of store room due to rat infestation	Richmond Park	
21293	BP2404	18/03/2024	£1,000.00	£0.00	£1,000.00	1,000.00	Hillcrest Early Years Academy - Community grant	Community Grants	
21294	BP2404	18/03/2024	£730.00	£0.00	£730.00	730.00	Morton Feastival - Community grant	Community Grants	
	BP240403	02/04/2024	£3,433.98	£572.33	£2,861.65	3,433.98	Garden Machinery Direct - x4 Sthil FS240CE, x2 Sthil BG86	New Grounds equipment	
	BP2404	03/04/2024	£250.00	£41.67	£208.33	250.00	Gainsborough Skip Hire - Skip hire	Richmond Park	
	BP2404	05/04/2024	£9,657.93	£0.00	£9,657.93	9,657.93	West Lindsey District Council - Hill Ward By-Election - 7 March 2024	EMR - Elections	
	BP240419	11/04/2024	£520.00	£0.00	£520.00	520.00	West Lindsey District Council - X4 Green bins emptied weekly	Marshalls	
	BP2404	06/04/2024	£1,000.00	£0.00	£1,000.00	1,000.00	Sir E C Bacon Settlement 1951 Residual Fund - Half years rent	Love Lane & Foxby Hill Allotments	
	BP2404	09/04/2024	£4,048.72	£674.79	£3,373.93	4,048.72	Blachere Illumination UK Limited - Christmas lights deposit (Year 2)	Christmas Lights	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
	BP2404	09/04/2024	£1,482.91	£247.15	£1,235.76	1,482.91	A Price Electrical Ltd - Supply and install 2 replacement heaters to the registrars office	Richmond House	
	BP2404	09/04/2024	£312.00	£52.00	£260.00		Ultimate Graphics Ltd - x10 400 x 600mm Aluminium composite panels	Cemetery	
	BP2404	18/04/2024	£36.00	£6.00	£30.00	348.00	Ultimate Graphics Ltd - Vinyl 50x25mm 1-100 & A-Z	Grounds equipment	
	BP2404	01/04/2024	£234.00	£39.00	£195.00	234.00	Lincolnshire Association of Local Councils - Annual Training Scheme 2024/25	Cllr / Staff training	
	BP2404	04/04/2024	£302.40	£50.40	£252.00	302.40	Teleshore (UK) Ltd - Four speed braces 27" - 39"	Cemetery grave digging	
	BP2404	11/04/2024	£39.99	£0.00	£39.99	39.99	Howden Joinery Ltd - Work boots (LT)	Staff workwear	
	BP2404	02/04/2024	£81.48	£13.59	£67.89		Trade UK - Rawlplugs and bolts	Grounds, Misc	
	BP2404	09/04/2024	£6.00	£1.00	£5.00		Trade UK - X3 Bollard keys	Richmond Park	
	BP2404	11/04/2024	£59.90	£9.98	£49.92	147.38	Trade UK - 10 x Fortress Trade Line Marking Paint Yellow 750ml	Cemetery grounds maintenance	
	BP2404	01/04/2024	£100.00	£0.00	£100.00	100.00	Institute of Cemetery and Crematorium Management - Subscription renewal	Subscription	
	BP2404	11/04/2024	£649.85	£108.31	£541.54	649.85	Chantry Agricultural Engineers - Kubota service	Grounds equipment maintenance	
	BP2404	14/04/2024	£60.00	£0.00	£60.00	60.00	Singing With Lulu - Travel costs to the civic service (Rock Choir)	Civic Service	
	BP240419	15/04/2024	£59.99	£10.00	£49.99		Argos - Mobile phone	Grounds team mobiles	
	BP240419	15/04/2024	£59.99	£10.00	£49.99	119.98	Argos - Mobile phone	Grounds team mobiles	
	BP2404	23/04/2024	£6,036.00	£1,006.00	£5,030.00	6,036.00	Kierson - 50% deposit for window redecoration	EMR - Richmond House	
	BP2404	04/05/2024	£52.50	£0.00	£52.50	52.50	Boston Borough Council - Mayors expenses	Mayors expenses	
	CC2404	03/04/2024	£146.50	£0.00	£146.50	146.50	West Lindsey District Council - Planning application fee	Love Lane Allotment Pond	
	CC2404	09/04/2024	£20.39	£3.40	£16.99	20.39	Company Cards Ltd - Cllr ID Card (NC)	Cllr ID	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
	CC2404	17/04/2024	£26.36	£4.40	£21.96	26.36	Amazon EU SARL - X4 Mobile phone cases	Grounds team mobiles	
	CC2404	23/04/2024	£96.00	£16.00	£80.00	96.00	Garden Machines Ltd - x4 Sthil Autocut C26-2 mowing head	Grounds equipment maintenance	
21268	CC2404	07/03/2024	£232.70	£38.78	£193.92	232.70	Garden Machinery Direct - S1-AP300S-N-Battery	Equipment Maintenance	
21269	CC2404	10/03/2024	£118.26	£19.74	£98.52	118.26	Amazon EU SARL - X6 The Helping Hand Company Litter picker Pro 37"	Grounds Equipment	
21250	CC2404	27/02/2024	£19.97	£3.33	£16.64	19.97	Adobe Systems Software Ireland Ltd - Adobe Acrobat Pro DC Subscription	IT Services	Monthly
21266	DD240325C	24/03/2024	£93.50	£15.58	£77.92	93.50	Stallard Kane Associates Ltd - Employment law services	HR Services	Monthly
	DD2404	24/04/2024	£93.50	£15.58	£77.92	93.50	Stallard Kane Associates Ltd - Employment law services	HR Services	Monthly
	DD2404	01/04/2024	£145.98	£0.00	£145.98		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
	DD2404	01/04/2024	£54.22	£0.00	£54.22		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
	DD2404	01/04/2024	£121.55	£0.00	£121.55		West Lindsey District Council - Refuse & recycling service	General Cemetery	Monthly
	DD2404	01/04/2024	£42.79	£0.00	£42.79	364.54	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
	DD2405	01/05/2024	£145.98	£0.00	£145.98		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
	DD2405	01/05/2024	£54.22	£0.00	£54.22		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
	DD2405	01/05/2024	£121.55	£0.00	£121.55		West Lindsey District Council - Refuse & recycling service	General Cemetery	Monthly
	DD2405	01/05/2024	£42.79	£0.00	£42.79	364.54	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
	DD2404	01/04/2024	£81.97	£0.00	£81.97		West Lindsey District Council - Non-Domestic Rates	North Warren Cemetery	Monthly
	DD2404	01/04/2024	£616.40	£0.00	£616.40		West Lindsey District Council - Non-Domestic Rates	General Cemetery	Monthly
	DD2404	01/04/2024	£931.50	£0.00	£931.50		West Lindsey District Council - Non-Domestic Rates	Marshalls	Monthly

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
	DD2404	01/04/2024	£287.44	£0.00	£287.44	1,917.31	West Lindsey District Council - Non-Domestic Rates	Richmond Park	Monthly
21251	DD2403	05/03/2024	£350.98	£16.71	£334.27		British Gas Business - Electricity usage	Marshalls Main Pavilion	1/2/24 - 29/2/24
21270	DD2404	13/03/2024	£216.64	£36.11	£180.53		British Gas Business - Gas usage	Richmond House	11/2/24 - 28/2/24
	DD2404	02/04/2024	£44.69	£2.13	£42.56		British Gas Business - Electricity usage	Levelling's	28/2/24 - 30/3/24
	DD2404	02/04/2024	£44.23	£2.11	£42.12		British Gas Business - Electricity usage	Marshalls External Changing	28/2/24 - 30/3/24
	DD2404	02/04/2024	£108.41	£5.16	£103.25		British Gas Business - Electricity usage	Richmond House Flat	28/2/24 - 30/3/24
	DD2404	03/04/2024	£377.90	£17.99	£359.91		British Gas Business - Electricity usage	Marshalls Main Pavilion	1/3/24 - 31/3/24
	DD2404	08/04/2024	£11.62	£0.55	£11.07		British Gas Business - Electricity usage	Marshalls Bowls Pavilion	4/3/24 - 5/4/24
	DD2404	08/04/2024	£11.71	£0.56	£11.15		British Gas Business - Electricity usage	General Cemetery	4/3/24 - 5/4/24
	DD2404	10/04/2024	£214.50	£10.21	£204.29	1,380.68	British Gas Business - Electricity usage	Richmond Park Greenhouse	4/3/24 - 5/4/24
21271	DD2404	31/03/2024	£755.93	£125.99	£629.94	755.93	E.ON - Gas usage	Richmond House	29/2/24 - 31/3/24
21252	DD2403	18/03/2024	£1,078.75	£179.79	£898.96		Opus Energy - Gas Usage	Marshalls Main Pavilion	16/2/24 - 17/3/24
21253	DD2403	18/03/2024	£50.09	£2.39	£47.70		Opus Energy - Gas Usage	Levellings	16/2/24 - 17/3/24
	DD2404	08/04/2024	£431.84	£71.97	£359.87		Opus Energy - Electricity Usage	Richmond House Main House	6/3/24 - 7/4/24
	DD2404	17/04/2024	£772.49	£128.75	£643.74		Opus Energy - Gas Usage	Marshalls Main Pavilion	18/3/24 - 16/4/24
	DD2404	17/04/2024	£47.69	£2.27	£45.42	2,380.86	Opus Energy - Gas Usage	Levellings	18/3/24 - 16/4/24
21256	BP2404	19/03/2024	-£36.35	£0.00	-£36.35		Water Plus Ltd - Used water & surface water drainage	General Cemetery	13/1/24 - 13/2/24
21257	BP2404	19/03/2024	-£21.19	£0.00	-£21.19		Water Plus Ltd - Used water & surface water drainage	General Cemetery	26/12/23 - 13/1/24
21258	BP2404	19/03/2024	-£10.27	£0.00	-£10.27		Water Plus Ltd - Used water & surface water drainage	General Cemetery	26/10/23 - 26/12/23
21259	BP2404	19/03/2024	£23.67	£0.00	£23.67		Water Plus Ltd - Used water & surface water drainage	General Cemetery	26/10/23 - 13/3/24
21260	BP2404	20/03/2024	£13.75	£0.00	£13.75		Water Plus Ltd - Used water & surface water drainage	Levellings	15/2/24 - 15/3/24
21254	BP2404	16/03/2024	-£40.44	£0.00	-£40.44		Water Plus Ltd - Used water & surface water drainage	Richmond Park	7/2/24 - 7/3/24
21255	BP2404	16/03/2024	£28.12	£0.00	£28.12		Water Plus Ltd - Used water & surface water drainage	Richmond Park	7/2/24 - 7/3/24
	BP2404	09/04/2024	£64.05	£0.00	£64.05		Water Plus Ltd - Used water & surface water drainage	Richmond Park	7/3/24 - 7/4/24
	BP2404	13/04/2024	£112.04	£0.00	£112.04		Water Plus Ltd - Used water & surface water drainage	Marshalls	12/3/24 - 12/4/24

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
	BP2404	14/04/2024	£19.68	£0.00	£19.68		Water Plus Ltd - Used water & surface water drainage	General Cemetery	13/3/24 - 13/4/24
	BP2404	16/04/2024	£8.17	£0.00	£8.17	161.23	Water Plus Ltd - Used water & surface water drainage	Levellings	15/3/24 - 15/4/24
21273	DD2406	15/03/2024	-£0.49	£0.00	-£0.49	-0.49	Anglian Water Business (National) Ltd - Water charges	Spital Hill Allotments	15/12/23 - 14/3/24
	DD2405	01/04/2024	£20.78	£3.46	£17.32	20.78	Anglian Water Business (National) Ltd - Water charges	Foxby Hill Allotments	1/1/24 - 31/3/24
21296	DR2404	16/03/2024	£8.00	£0.00	£8.00	8.00	HSBC - Bank charges	Bank Charges	17/2/24 - 16/3/24
	DD2404	02/04/2024	£62.86	£10.48	£52.38	62.86	Integrating Solutions Ltd - Copier charges	Printing	Monthly
	DD2405	01/05/2024	£212.11	£35.35	£176.76	212.11	CF Corporate Finance Ltd - Photocopier lease rental	Photocopier	Quarterly
	DD2404	10/04/2024	£184.16	£30.69	£153.47	184.16	British Telecommunications Plc - Phone line and broadband services	Phone & Broadband	Monthly
	DD2404	11/04/2024	£102.67	£17.11	£85.56	102.67	EE Ltd - X4 mobiles	Mobiles	Monthly
	DD2404	10/04/2024				326.33	Unicom - Landline, broadband & electricity charges		
		1	£60.22	£10.04	£50.18		Alarmline	Richmond House	
		2	£62.72	£10.45	£52.27		CCTV Broadband & Phoneline	Richmond House	
		3	£61.72	£10.29	£51.43		CCTV Broadband & Phoneline	Marshalls	
		4	£70.84	£3.38	£67.46		Electricity (Lewis Street)	Xmas light Electricity	1/3/24 - 1/4/24
		5	£70.83	£3.37	£67.46		Electricity (Trinity Street)	Xmas light Electricity	1/3/24 - 1/4/24
21272	DD2404	18/03/2024	£403.65	£67.28	£336.37	403.65	Lex Autolease Limited - Lease & service rental	Vehicle Expenses	2/4/24 - 1/5/24
	DD2405	18/04/2024	£403.65	£67.28	£336.37	403.65	Lex Autolease Limited - Lease & service rental	Vehicle Expenses	2/5/24 - 1/6/24
	DD2404	02/04/2024	£271.10	£45.18	£225.92	271.10	Novuna Vehicle Solutions - Citroen Berlingo Lease	Vehicle Expenses	23/4/24 - 22/5/24
	DD2404	02/04/2024	£273.59	£45.60	£227.99	273.59	Arval UK Ltd - Ford Transit Lease	Vehicle Expenses	15/4/24 - 14/5/24
	DD2404	02/04/2024	£159.74	£26.62	£133.12	159.74	Fuelgenie - Fuel usage	Vehicle Expenses	1/3/24 - 31/3/24

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
	BP240423	01/04/2024				29,218.79	Rigel Wolf Ltd - April Payroll		
		1	£23,900.35	0.00	£23,900.35		April Payroll	Gross Salary	
		2	£2,194.76	0.00	£2,194.76		April Payroll	Employer NI	
		3	£3,123.68	0.00	£3,123.68		April Payroll	Employer Pension Cont	
				£11,707.64	£113,875.37	£125,583.01			
Chairman Signature _____						RFO Signature _____		Date _____	

PAPER C

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 25/04/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

HSBC Current/ Deposit Account	£565,156.38
Petty Cash	£100.00
Total	<u>£565,256.38</u>

RECEIPTS	Net	Vat	Gross
Cemetery	£1,364.86	£0.00	£1,364.86
Mayors Charity	£100.00	£0.00	£100.00
Richmond Park & House	£4,481.06	£0.00	£4,481.06
Sports Grounds	£1,209.77	£0.00	£1,209.77
Allotments	£2,829.99	£0.00	£2,829.99
Precept	£645,316.00	£0.00	£645,316.00
Total Receipts	<u>£655,301.68</u>	<u>£0.00</u>	<u>£655,301.68</u>

PAYMENTS	Net	Vat	Gross
Cemetery	£5,360.29	£906.40	£6,266.69
Administration	£1,462.55	£290.41	£1,752.96
Events	£4,000.00	£0.00	£4,000.00
Employee Costs	£29,255.79	£7.40	£29,263.19
Grounds Maintenance	£4,287.55	£857.54	£5,145.09
Richmond Park & House	£6,325.57	£732.28	£7,057.85
Sports Grounds	£7,106.23	£741.87	£7,848.10
Allotments	£137.79	£19.00	£156.79
Public Realm	£1,325.56	£66.28	£1,391.84
Christmas Lights	£230.60	-£13.47	£217.13
Ear Marked Reserves	£29,575.62	£5,569.13	£35,144.75
Total Payments	<u>£89,067.55</u>	<u>£9,176.84</u>	<u>£98,244.39</u>

Closing Balances

Ordinary Accounts

HSBC Current/ Deposit Account	£1,122,213.67
Petty Cash	£100.00
Total	<u>£1,122,313.67</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 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Precept				
Income				
100	Precept	£645,216.00	£645,216.00	£0.00
105	WLDC Precept Contribution	£100.00	£100.00	£0.00
Total Income		<u>£645,316.00</u>	<u>£645,316.00</u>	<u>£0.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Employee Costs				
Expenditure				
1000	Payroll	£444,000.00	£29,218.79	£414,781.21
1010	Travel and Training	£3,300.00	£0.00	£3,300.00
1020	Workwear & ID	£3,250.00	£39.99	£3,210.01
Total Expenditure		<u>£450,550.00</u>	<u>£29,258.78</u>	<u>£421,291.22</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Administration				
Income				
201	VAT overclaim	£0.00	£0.00	£0.00
205	Bank Interest	£10,000.00	£0.00	-£10,000.00
210	Insurance Reimbursement (GTF)	£1,558.00	£0.00	-£1,558.00
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
Total Income		£11,558.00	£0.00	-£11,558.00
Expenditure				
2000	Office Supplies & Telecom	£12,650.00	£413.35	£12,236.65
2010	Publicity	£420.00	£0.00	£420.00
2020	Subscriptions	£3,138.00	£100.00	£3,038.00
2030	Democratic & Civic	£5,025.00	£211.99	£4,813.01
2040	Grants	£2,080.00	£0.00	£2,080.00
2060	Insurance	£12,500.00	£0.00	£12,500.00
2070	HR & Finances	£7,405.00	£77.92	£7,327.08
2080	Legal Fees	£3,000.00	£0.00	£3,000.00
Total Expenditure		£46,218.00	£803.26	£45,414.74

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Grounds Maintenance				
Income				
300	Vehicle Hire	£0.00	£0.00	£0.00
310	LCC Contribution towards Highway Verge Cutting	£5,900.00	£0.00	-£5,900.00
320	Sale of Grounds Equipment	£0.00	£0.00	£0.00
330	Scrap	£0.00	£0.00	£0.00
Total Income		<u>£5,900.00</u>	<u>£0.00</u>	<u>-£5,900.00</u>
Expenditure				
3000	Vehicle Costs	£19,400.00	£923.40	£18,476.60
3010	Grounds Maintenance - All Sites	£34,950.00	£3,581.08	£31,368.92
3020	Cleaning Products	£1,700.00	£0.00	£1,700.00
Total Expenditure		<u>£56,050.00</u>	<u>£4,504.48</u>	<u>£51,545.52</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Richmond Park & House				
Income				
400	Richmond Park	£8,535.00	£0.00	-£8,535.00
Total Income		<u>£8,535.00</u>	<u>£0.00</u>	<u>-£8,535.00</u>
Expenditure				
4000	Richmond Park & House	£47,905.00	£2,716.42	£45,188.58
Total Expenditure		<u>£47,905.00</u>	<u>£2,716.42</u>	<u>£45,188.58</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Sports Grounds				
Income				
500	Roses	£7,750.00	£0.00	-£7,750.00
510	Marshalls	£16,850.00	£0.00	-£16,850.00
520	Levellings	£1,400.00	£0.00	-£1,400.00
Total Income		<u>£26,000.00</u>	<u>£0.00</u>	<u>-£26,000.00</u>
Expenditure				
5000	Roses	£0.00	£0.00	£0.00
5010	Marshalls	£43,623.00	£2,726.03	£40,896.97
5020	Levellings	£7,060.00	£96.15	£6,963.85
Total Expenditure		<u>£50,683.00</u>	<u>£2,822.18</u>	<u>£47,860.82</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Cemetery				
Income				
600	General Cemetery	£48,077.00	£0.00	-£48,077.00
610	North Warren Cemetery	£0.00	£0.00	£0.00
Total Income		<u>£48,077.00</u>	<u>£0.00</u>	<u>-£48,077.00</u>
Expenditure				
6000	General Cemetery	£51,560.00	£1,330.70	£50,229.30
6010	North Warren Cemetery	£1,400.00	£81.97	£1,318.03
Total Expenditure		<u>£52,960.00</u>	<u>£1,412.67</u>	<u>£51,547.33</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Play Areas				
Income				
700	Funding	£134,792.00	£0.00	-£134,792.00
Total Income		<u>£134,792.00</u>	<u>£0.00</u>	<u>-£134,792.00</u>
Expenditure				
7000	Play Equipment Maintenance	£2,000.00	£0.00	£2,000.00
7005	Wet Pour Maintenance	£1,000.00	£0.00	£1,000.00
7010	Levellings	£0.00	£0.00	£0.00
7020	Aisby Walk	£136,792.00	£0.00	£136,792.00
7030	Danes Road	£0.00	£0.00	£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	£0.00	£1,125.00
Total Expenditure		<u>£140,917.00</u>	<u>£0.00</u>	<u>£140,917.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Allotments				
Income				
800	Allotments	£11,050.00	£35.58	-£11,014.42
815	Garage Space Ropery Road	£1,250.00	£0.00	-£1,250.00
Total Income		<u>£12,300.00</u>	<u>£35.58</u>	<u>-£12,264.42</u>
Expenditure				
8000	Foxby Hill	£4,125.00	£517.32	£3,607.68
8010	Love Lane	£2,825.00	£646.50	£2,178.50
8020	North Warren	£1,025.00	£0.00	£1,025.00
8030	Showfield	£1,025.00	£0.00	£1,025.00
8040	Spital Hill	£2,820.00	£42.79	£2,777.21
8050	Love Lane Garage Site	£200.00	£0.00	£200.00
8060	All Sites	£420.00	£0.00	£420.00
Total Expenditure		<u>£12,440.00</u>	<u>£1,206.61</u>	<u>£11,233.39</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Public Realm				
Income				
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
Total Income		<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Expenditure				
9000	Roundabouts / Islands	£0.00	£0.00	£0.00
9010	Street Furniture	£2,955.00	£0.00	£2,955.00
9020	War Memorial	£400.00	£0.00	£400.00
9030	Gainsborough in Bloom	£0.00	£0.00	£0.00
9040	Community Rail Partnership	£0.00	£0.00	£0.00
Total Expenditure		<u>£3,355.00</u>	<u>£0.00</u>	<u>£3,355.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Events				
Income				
1005	Richmond Park	£0.00	£0.00	£0.00
1015	Marshalls Sports Ground	£0.00	£0.00	£0.00
1030	Levellings Playing Field	£1,000.00	£0.00	-£1,000.00
1040	Aisby Walk Playing Field	£500.00	£0.00	-£500.00
Total Income		<u>£1,500.00</u>	<u>£0.00</u>	<u>-£1,500.00</u>
Expenditure				
10010	Mayflower 400 (Illuminate)	£1,000.00	£0.00	£1,000.00
10020	Armed Forces Day	£0.00	£0.00	£0.00
10030	Queen's Platinum Jubilee	£0.00	£0.00	£0.00
10035	King Charles III Coronation	£0.00	£0.00	£0.00
10040	Remembrance Sunday	£300.00	£0.00	£300.00
10050	Local Event Support	£3,000.00	£0.00	£3,000.00
Total Expenditure		<u>£4,300.00</u>	<u>£0.00</u>	<u>£4,300.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/25	Actual Net	Balance
Christmas Lights				
Expenditure				
11000	Switch On Event	£5,000.00	£0.00	£5,000.00
11010	Anchor Point / Electrical Testing	£2,500.00	£0.00	£2,500.00
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	£1,000.00	£0.00	£1,000.00
11050	Blachere Contract	£19,500.00	£3,373.93	£16,126.07
11055	Electrical Contractor for potential use of old lights	£0.00	£0.00	£0.00
11060	Trinty Street Electricity	£0.00	£134.92	-£134.92
11070	Lamp Post Electricity	£600.00	£0.00	£600.00
Total Expenditure		<u>£28,600.00</u>	<u>£3,508.85</u>	<u>£25,091.15</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
Community Infrastructure Levy			
Income			
14000 CIL	£0.00	£0.00	£0.00
Total Income	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
Ear Marked Reserves			
Expenditure			
12000 Ear Marked Reserves	£572,174.92	£14,747.93	£557,426.99
Total Expenditure	<u>£572,174.92</u>	<u>£14,747.93</u>	<u>£557,426.99</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
Neighbourhood Plan			
Income			
1300 Neighbourhood Plan	£0.00	£0.00	£0.00
Total Income	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Expenditure			
13000 Neighbourhood Plan	£0.00	£0.00	£0.00
Total Expenditure	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
Mayors Charity			
Income			
1200	Events & Donations	£0.00	£100.00
Total Income		<u>£0.00</u>	<u>£100.00</u>
Expenditure			
14005	Mayor Events (HSBC)	£0.00	£0.00
14010	Mayors Charity Donation (HSBC)	£0.00	£0.00
Total Expenditure		<u>£0.00</u>	<u>£0.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 25/04/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Actual Net	Balance
Total Income	£893,978.00	£645,451.58	
Total Expenditure	£1,466,152.92	£60,981.18	
Total Net Balance	-£572,174.92	£584,470.40	

PAPER E

Bank Account Reconciled Statement

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

Statement Number	134	Bank Statement No.	134
Statement Opening Balance	£614,604.07	Opening Date	01/03/24
Statement Closing Balance	£565,254.64	Closing Date	31/03/24
True/ Cashbook Closing Balance	£565,156.38		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/03/24	BP240301	██████████	20.00	0.00	614,584.07
01/03/24	CC240301	Multiple Suppliers/ Customers	477.54	0.00	614,106.53
01/03/24	CR240301	Samuel Jacob Memorials Ltd	0.00	703.40	614,809.93
01/03/24	DD240301	Novuna Vehicle Solutions	271.10	0.00	614,538.83
01/03/24	DD240301B	West Lindsey District Council	337.78	0.00	614,201.05
01/03/24	DD240301D	Lex Autolease Limited	403.65	0.00	613,797.40
01/03/24	DD240301E	British Gas Business	457.52	0.00	613,339.88
04/03/24	CR240304	Slimming World	0.00	133.40	613,473.28
04/03/24	CR240304B	Cliff Bradley & Sons Ltd	0.00	1,349.46	614,822.74
04/03/24	DD240304	Opus Energy	1,163.40	0.00	613,659.34
05/03/24	CR240305	Spital Hill Allotment Holders	0.00	37.69	613,697.03
06/03/24	BP240306	MH Goals Ltd	139.20	0.00	613,557.83
06/03/24	CR240306	Love Lane Allotments	0.00	1.77	613,559.60
07/03/24	CR240307	Plot 256	0.00	52.50	613,612.10
08/03/24	CR240308	Plot 246	0.00	52.50	613,664.60
08/03/24	CR240308B	Spital Hill Allotment Holders	0.00	15.06	613,679.66
09/03/24	DR240309	HSBC	8.00	0.00	613,671.66
11/03/24	BP240311	Ibwest Ltd	60.00	0.00	613,611.66
11/03/24	BP240311B	F5 Computing Ltd	566.40	0.00	613,045.26
11/03/24	BP240311C	Landscape Supply Company	71.82	0.00	612,973.44
11/03/24	BP240311D	Ashby Grass Care	1,009.20	0.00	611,964.24
11/03/24	BP240311E	Gainsborough Skip Hire	250.00	0.00	611,714.24
11/03/24	BP240311F	Chantry Agricultural Engineers	26.40	0.00	611,687.84
11/03/24	BP240311G	Generation (UK) Ltd	153.26	0.00	611,534.58
11/03/24	BP240311H	Trade UK	167.97	0.00	611,366.61
11/03/24	BP240311I	High Street Garage	484.61	0.00	610,882.00
11/03/24	BP240311J	Retford Memorials	1,740.00	0.00	609,142.00
11/03/24	BP240311K	West Lindsey District Council	180.00	0.00	608,962.00
11/03/24	BP240311L	P.C's	4,000.00	0.00	604,962.00

Bank Account Reconciled Statement

11/03/24	BP240311M	UDCS Ltd	4,740.00	0.00	600,222.00
11/03/24	BP240311N	Commercil Vehicle Contracts Ltd	477.60	0.00	599,744.40
11/03/24	BP240311O	GEOsurveys Ltd	375.00	0.00	599,369.40
11/03/24	BP240311P	Teleshore (UK) Ltd	1,416.00	0.00	597,953.40
11/03/24	CR240311	Slimming World	0.00	133.40	598,086.80
11/03/24	CR240311B	Unite The Union Lincoln Central Branch	0.00	400.00	598,486.80
11/03/24	CR240311C	North Warren Road Allotments	0.00	11.90	598,498.70
12/03/24	CR240312	Foxby Hill Allotments	0.00	9.08	598,507.78
12/03/24	CR240312B	Retford Memorials	0.00	224.91	598,732.69
12/03/24	WRITE OFF-67	E.ON Next Energy Ltd	0.00	0.00	598,732.69
13/03/24	BP240313	Burton & Dyson Solicitors	908.64	0.00	597,824.05
13/03/24	BP240313B	Rigel Wolf Ltd	27,665.07	0.00	570,158.98
13/03/24	CR240313	Plot 272A	0.00	52.50	570,211.48
13/03/24	DD240313	Fuelgenie	132.86	0.00	570,078.62
14/03/24	BP240314	Howden Joinery Ltd	187.16	0.00	569,891.46
14/03/24	BP240314B	Huws Gray Limited	252.86	0.00	569,638.60
14/03/24	BP240314C	Ibwest Ltd	60.00	0.00	569,578.60
14/03/24	BP240314D	Viking Direct	301.64	0.00	569,276.96
14/03/24	BP240314E	Water Plus Ltd	40.44	0.00	569,236.52
14/03/24	BP240314F	DAC Beachcroft Claims Ltd	434.80	0.00	568,801.72
14/03/24	BP240314G	Gainsborough Building Services Ltd	7,812.00	0.00	560,989.72
14/03/24	BP240314H	██████████	20.00	0.00	560,969.72
14/03/24	BP240314I	Water Plus Ltd	18.60	0.00	560,951.12
15/03/24	CR240315	Samuel Jacob Memorials Ltd	0.00	703.40	561,654.52
15/03/24	DD240315	Arval UK Ltd	273.59	0.00	561,380.93
15/03/24	DD240315B	Integrating Solutions Ltd	0.55	0.00	561,380.38
15/03/24	DD240315C	West Lindsey District Council	72.00	0.00	561,308.38
15/03/24	DD240315D	West Lindsey District Council	557.00	0.00	560,751.38
15/03/24	DD240315E	West Lindsey District Council	936.00	0.00	559,815.38
15/03/24	DD240315F	West Lindsey District Council	258.00	0.00	559,557.38
16/03/24	CR240316	Retford Memorials	-740.00	0.00	560,297.38
17/03/24	CR240317	Plot 244	0.00	52.50	560,349.88
17/03/24	CR240317B	Foxby Hill Allotments	0.00	1.00	560,350.88
17/03/24	CR240317C	Foxby Hill Allotments	0.00	1.00	560,351.88
17/03/24	CR240317D	Friendship FC	0.00	135.60	560,487.48

Bank Account Reconciled Statement

17/03/24	CR240317E	HSBC	0.00	3,125.10	563,612.58
18/03/24	CR240318	Plot 242	0.00	52.50	563,665.08
18/03/24	CR240318B	Plot 258	0.00	52.50	563,717.58
18/03/24	CR240318C	Gainsborough Town Council	0.00	135.60	563,853.18
18/03/24	CR240318D	Love Lane Allotments	0.00	2.71	563,855.89
18/03/24	CR240318E	Slimming World	0.00	133.40	563,989.29
18/03/24	CR240318F	Foxby Hill Allotments	0.00	1.63	563,990.92
18/03/24	CR240318G	Foxby Hill Allotments	0.00	7.78	563,998.70
18/03/24	CR240318H	Foxby Hill Allotments	0.00	8.25	564,006.95
18/03/24	DD240318	British Gas Business	107.90	0.00	563,899.05
18/03/24	DD240318B	British Gas Business	38.20	0.00	563,860.85
18/03/24	DD240318C	British Gas Business	45.66	0.00	563,815.19
18/03/24	DD240318D	Anglian Water Business (National) Ltd	25.29	0.00	563,789.90
18/03/24	DD240318E	Anglian Water Business (National) Ltd	133.94	0.00	563,655.96
19/03/24	BP240319	Oakley's Group Ltd	218.81	0.00	563,437.15
19/03/24	CR240319	Love Lane Allotments	0.00	5.30	563,442.45
19/03/24	CR240319B	East Midlands Group of The Motorcaravaners' Club	0.00	450.00	563,892.45
19/03/24	CR240319C	Plot 226A & 228	0.00	105.00	563,997.45
19/03/24	CR240319D	Plot 250	0.00	52.50	564,049.95
19/03/24	CR240319E	Plot 236	0.00	52.50	564,102.45
19/03/24	CR240319F	Plot 248	0.00	52.50	564,154.95
19/03/24	CR240319G	Plot 230	0.00	52.50	564,207.45
19/03/24	DD240319	EE Ltd	95.32	0.00	564,112.13
20/03/24	CR240320	Plot 260	0.00	52.50	564,164.63
20/03/24	DD240320	Anglian Water Business (National) Ltd	48.44	0.00	564,116.19
20/03/24	DD240320B	Anglian Water Business (National) Ltd	176.68	0.00	563,939.51
21/03/24	CR240321	A W Lymn	0.00	1,454.26	565,393.77
21/03/24	CR240321B	South Holland District Council	0.00	40.00	565,433.77
21/03/24	DD240321	Opus Energy	365.92	0.00	565,067.85
22/03/24	CR240322	Plot 272	0.00	52.50	565,120.35
22/03/24	CR240322B	Andrea Goddard	0.00	40.00	565,160.35
22/03/24	DD240322	British Gas Business	10.17	0.00	565,150.18
22/03/24	DD240322B	British Gas Business	10.17	0.00	565,140.01
22/03/24	DD240322C	British Gas Business	350.98	0.00	564,789.03
24/03/24	CR240324	North Warren Road Allotments	0.00	12.54	564,801.57

Bank Account Reconciled Statement

25/03/24	CR240325	Slimming World	0.00	133.40	564,934.97
25/03/24	CR240325B	Love Lane Allotments	0.00	52.50	564,987.47
25/03/24	CR240325C	Lawrence Francis Cook	0.00	507.16	565,494.63
25/03/24	CR240325D	Plot 240	0.00	52.50	565,547.13
25/03/24	DD240325	British Gas Business	173.73	0.00	565,373.40
25/03/24	DD240325B	British Telecommunications Plc	182.76	0.00	565,190.64
25/03/24	DD240325C	Stallard Kane Associates Ltd	93.50	0.00	565,097.14
28/03/24	CR240328	Plot 232	0.00	52.50	565,149.64
30/03/24	CR240330	Plot 238	0.00	52.50	565,202.14
30/03/24	CR240330B	Plot 252	0.00	52.50	565,254.64
31/03/24	WRITE OFF-68	North Warren Road Allotments	0.00	0.00	565,254.64

Uncleared and unrepresented effects

13/03/24	PC103959	Multiple Suppliers/ Customers	98.26		565,156.38
		Total uncleared and unrepresented	98.26	0.00	
		Total debits / credits	60363.39	10915.7	

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	65,746.88
Payments Out	65,746.88
Closing Balance	10,000.00

29 February to 28 March 2024

International Bank Account Number

GB60HBUK40220151418890

Branch Identifier Code

HBUKGB4131T

Account Name

Gainsborough Town Council

Sortcode

40-22-01

Account Number Sheet Number

51418890 837

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
28 Feb 24	BALANCE BROUGHT FORWARD			10,000.00
29 Feb 24	BP SAMUEL JACOB 4112		284.91	
	TFR TRANSFER 03662918	284.91		10,000.00
01 Mar 24	DD NOVUNA	271.10		
	DD WEST LINDSEY DISTR	337.78		
	DD COMMERCIAL CARD	477.54		
	DD LEX AUTOLEASE	403.65		
	DD BRITISH GAS BUSINE	457.52		
	BP [REDACTED] Gains Town Council	20.00		
	BP SAMUEL JACOB 4114		703.40	
	TFR TRANSFER 03662918		1,264.19	10,000.00
04 Mar 24	DD OPUS ENERGY GAS SU	1,163.40		
	CR [REDACTED] SLIMMING WORLD REN		133.40	
	CR C BRDLEY+SNS LTD INVOICE C79		1,349.46	
	TFR TRANSFER 03662918	319.46		10,000.00
05 Mar 24	CR [REDACTED] 2023-SH003-[REDACTED]		37.69	
	TFR TRANSFER 03662918	37.69		10,000.00
06 Mar 24	BP MH Goals Ltd			
	CR [REDACTED] GAINSBTC	139.20		
	TFR TRANSFER 03662918		1.77	
	TFR TRANSFER 03662918		137.43	10,000.00
	BALANCE CARRIED FORWARD			10,000.00

29 February to 28 March 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 51418890 838

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>
07 Mar 24	CR BALANCE BROUGHT FORWARD			10,000.00
	LLG-256-██████████		52.50	
08 Mar 24	TFR TRANSFER 03662918	52.50		10,000.00
	CR ██████████			
	2024LLG246-██████████		52.50	
	CR ██████████			
	ALLOTMENT		15.06	
09 Mar 24	TFR TRANSFER 03662918	67.56		10,000.00
	DR TOTAL CHARGES			
	TO 16FEB2024	8.00		
	TFR TRANSFER 03662918		8.00	10,000.00
11 Mar 24	CR ██████████			
	SLIMMING WORLD REN		133.40	
	CR UNITE EM/LN43 CENT			
	MAYORAL CHARITY		400.00	
	TFR 402201 03662918			
	INTERNET TRANSFER		16,000.00	
	BP IBWEST SECURITY SE			
	GAINSBORO TOWN COU	60.00		
	BP F5 COMPUTING LTD			
	GAINS TOWN COUNCIL	566.40		
	BP LANDSCAPE SUPPLY C			
	GAI001	71.82		
	BP ASHBY GRASS CARE			
	GTC1	1,009.20		
	BP ██████████			
	GAINS TOWN COUNCIL	250.00		
	BP CHANTRY AGRICULTUR			
	GAINS TOWN COUNCIL	26.40		
	CR ██████████			
	2023-NW-C12-██████████		11.90	
	BP Generation UK Ltd			
	GAI006	153.26		
	BP Screwfix Direct Lt			
	6331640014561849	167.97		
	BP High Street Garage			
	Gains Town Council	484.61		
	BP Retford Memorials			
	41/24	1,740.00		
	BP WEST LINDSEY DC			
	32UHB11004	180.00		
	BP PCS			
	GAINS TOWN COUNCIL	4,000.00		
	BALANCE CARRIED FORWARD			17,835.64

29 February to 28 March 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 51418890 839

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>
	BALANCE BROUGHT FORWARD			17,835.64
	BP UDCS Ltd			
	INV-1024	4,740.00		
	BP Commercial Vehicle			
	CVC114240/2	477.60		
	BP GEOSurveys Ltd			
	1080	375.00		
	BP Teleshore UK Ltd			
	GTC001	1,416.00		
12 Mar 24	TFR TRANSFER 03662918	827.04		10,000.00
	CR [REDACTED]			
	2024-FH-069b-[REDACTED]		9.08	
	CR RETFORD MEMORIALS			
	4115 Amey		224.91	
13 Mar 24	TFR TRANSFER 03662918	233.99		10,000.00
	DD WL ITS FUELGENIE	132.86		
	CR [REDACTED]			
	LLG-272A-[REDACTED]		52.50	
	BP Burton & Dyson			
	49735	908.64		
	TFR 402201 03662918			
	INTERNET TRANSFER		20,000.00	
	BP RIGEL WOLF CLIENT			
	GTC PAYROLL	27,665.07		
14 Mar 24	TFR TRANSFER 03662918		8,654.07	10,000.00
	BP Howden Joinery Ltd			
	1102068949	187.16		
	BP Huws Gray Ltd			
	G7305	252.86		
	BP IBWEST SECURITY SE			
	GAINSBORO TOWN COU	60.00		
	BP Viking Office UK L			
	1354765	301.64		
	BP WATER PLUS			
	0229006916	40.44		
	BP DAC Beachcroft Cla			
	03-10255473	434.80		
	BP Gainsborough Build			
	23/24 414	7,812.00		
	BP [REDACTED]			
	Gains Town Council	20.00		
	BP WATER PLUS			
	7001587165	18.60		
15 Mar 24	TFR TRANSFER 03662918		9,127.50	10,000.00
	DD ARVAL UK LTD	273.59		
	BALANCE CARRIED FORWARD			9,726.41

29 February to 28 March 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode Account Number Sheet Number
 40-22-01 51418890 840

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>
	BALANCE BROUGHT FORWARD			9,726.41
	DD INTEGRATING SOLUTI	0.55		
	DD WEST LINDSEY DC	72.00		
	DD WEST LINDSEY DC	557.00		
	DD WEST LINDSEY DC	936.00		
	DD WEST LINDSEY DC	258.00		
	BP SAMUEL JACOB 4114		703.40	
16 Mar 24	TFR TRANSFER 03662918		1,393.74	10,000.00
	CR RETFORD MEMORIALS 4116 COTS course		740.00	
17 Mar 24	TFR TRANSFER 03662918	740.00		10,000.00
	CR ██████████ -LLG244 ██████████		52.50	
	CR ██████████ 2024-fh-053-████████		1.00	
	CR ██████████ 2024-FH-054-████████		1.00	
	BP THE FRIENDSH FRIENDSHIP F164		135.60	
18 Mar 24	TFR TRANSFER 03662918	190.10		10,000.00
	CR CASH IN AT HSBC BANK PLC RETFORD		243.31	
	DD BRITISH GAS	107.90		
	DD BRITISH GAS	38.20		
	DD BRITISH GAS	45.66		
	DD ANGLIAN WATER BUSI	25.29		
	DD ANGLIAN WATER BUSI	133.94		
	CR ██████████ SLIMMING WORLD REN		133.40	
	CR ██████████ FH-019 ██████████		1.63	
	CR ██████████ 2024-FH-051A-████████		7.78	
	CR ██████████ 2024-FH-050B-████████		8.25	
19 Mar 24	TFR TRANSFER 03662918	43.38		10,000.00
	CR CHQ IN AT 403811		770.30	
	DD EE LIMITED	95.32		
	BP Oakleys Group Ltd PC021206SF	218.81		
20 Mar 24	TFR TRANSFER 03662918	456.17		10,000.00
	DD ANGLIAN WATER BUSI	48.44		
	DD ANGLIAN WATER BUSI	176.68		
	BALANCE CARRIED FORWARD			9,774.88

29 February to 28 March 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 51418890 841

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>
	BALANCE BROUGHT FORWARD			9,774.88
	BP [REDACTED]			
	24-LLG-260 [REDACTED]		52.50	
21 Mar 24	TFR TRANSFER 03662918		172.62	10,000.00
	CR AWL CURRENT ACC		1,454.26	
	CR SOUTH HOLLAND DC		40.00	
	DD OPUS ENERGY LTD	365.92		
22 Mar 24	TFR TRANSFER 03662918	1,128.34		10,000.00
	DD BRITISH GAS	10.17		
	DD BRITISH GAS	10.17		
	DD BRITISH GAS BUSINE	350.98		
	CR [REDACTED]			
	2024-LLG-272 [REDACTED]		52.50	
	CR [REDACTED]			
	2024 MEMORIALSHOOT		40.00	
24 Mar 24	TFR TRANSFER 03662918		278.82	10,000.00
	CR [REDACTED]			
	2024-NW34 [REDACTED]		12.54	
25 Mar 24	TFR TRANSFER 03662918	12.54		10,000.00
	DD BRITISH GAS	173.73		
	DD BT GROUP PLC	182.76		
	DD STALLARD KANE ASSO	93.50		
	CR [REDACTED]			
	SLIMMING WORLD REN		133.40	
	CR [REDACTED]			
	GARAGE RENT		52.50	
	CR [REDACTED]			
	C81 [REDACTED]		507.16	
	CR [REDACTED]			
	2024LLG240 [REDACTED]		52.50	
28 Mar 24	TFR TRANSFER 03662918	295.57		10,000.00
	CR [REDACTED]			
	2024-LLG232 [REDACTED]		52.50	
	TFR TRANSFER 03662918	52.50		10,000.00
28 Mar 24	BALANCE CARRIED FORWARD			10,000.00

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, 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/).

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

29 February to 28 March 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 51418890 842

Credit Interest Rates	<i>balance</i>	<i>AER</i> <i>variable</i>	Debit Interest Rates	<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 653,281.27

Make a payment

Print

Balance details

Recent transact...

Next working d...

Statements

All transactions for the last

7 days	14 days	1 month	3 months	6 months	12 months	28 Mar 2024 to 31 Mar 2024
--------	---------	---------	----------	----------	-----------	----------------------------

Download

Advanced search

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

Date	Type	Description	Paid out	Paid in	Balance
31 Mar 2024		Balance carried forward			10,000.00
30 Mar 2024	TFR	TRANSFER 03662918	105.00		10,000.00
30 Mar 2024	BP	2024-LLG-252-		52.50	10,105.00
30 Mar 2024	CR	llg238-		52.50	10,052.50
28 Mar 2024	TFR	TRANSFER 03662918	52.50		10,000.00
28 Mar 2024	CR	2024-LLG232-		52.50	10,052.50
28 Mar 2024		Balance brought forward			10,000.00

Last updated 02 Apr 2024 12:56

Back to top



Your Statement

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



Account Summary

Opening Balance	604,604.07
Payments In	7,581.94
Payments Out	57,036.37
Closing Balance	555,149.64

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

1 March to 28 March 2024

International Bank Account Number

GB04HBUK40220103662918

Branch Identifier Code

HBUKGB4131T

Account Name

Gainsborough Town Council

Sortcode

40-22-01

Account Number Sheet Number

03662918 320

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
29 Feb 24	BALANCE BROUGHT FORWARD			604,604.07
01 Mar 24	TFR TRANSFER 51418890	1,264.19		603,339.88
04 Mar 24	TFR TRANSFER 51418890		319.46	603,659.34
05 Mar 24	TFR TRANSFER 51418890		37.69	603,697.03
06 Mar 24	TFR TRANSFER 51418890	137.43		603,559.60
07 Mar 24	TFR TRANSFER 51418890		52.50	603,612.10
08 Mar 24	TFR TRANSFER 51418890		67.56	603,679.66
09 Mar 24	TFR TRANSFER 51418890	8.00		603,671.66
11 Mar 24	TFR 402201 51418890			
	INTERNET TRANSFER	16,000.00		
	TFR TRANSFER 51418890		827.04	588,498.70
12 Mar 24	TFR TRANSFER 51418890		233.99	588,732.69
13 Mar 24	TFR 402201 51418890			
	INTERNET TRANSFER	20,000.00		
	TFR TRANSFER 51418890	8,654.07		560,078.62
14 Mar 24	TFR TRANSFER 51418890	9,127.50		550,951.12
15 Mar 24	TFR TRANSFER 51418890	1,393.74		549,557.38
16 Mar 24	TFR TRANSFER 51418890		740.00	550,297.38
17 Mar 24	CR GROSS INTEREST			
	TO 16MAR2024		3,125.10	
	TFR TRANSFER 51418890		190.10	553,612.58
18 Mar 24	TFR TRANSFER 51418890		43.38	553,655.96
19 Mar 24	TFR TRANSFER 51418890		456.17	554,112.13
20 Mar 24	TFR TRANSFER 51418890	172.62		553,939.51
21 Mar 24	TFR TRANSFER 51418890		1,128.34	555,067.85
22 Mar 24	TFR TRANSFER 51418890	278.82		554,789.03
	BALANCE CARRIED FORWARD			554,789.03

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

1 March to 28 March 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 03662918 321

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>
	BALANCE BROUGHT FORWARD				554,789.03
24 Mar 24	TFR	TRANSFER 51418890		12.54	554,801.57
25 Mar 24	TFR	TRANSFER 51418890		295.57	555,097.14
28 Mar 24	TFR	TRANSFER 51418890		52.50	555,149.64
28 Mar 24	BALANCE CARRIED FORWARD				555,149.64

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, 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/).

PAPER F

**Officer Report to the
Finance and Strategy Committee**

Report Author: Rachel Allbones
Report Date: 23.04.2024.



Gainsborough
TOWN COUNCIL

Review of Internal Controls 2023-24

Section 1 - Annual Governance Statement 2023-24

Assertion 1 — Financial management and preparation of accounting statements

We have put in place arrangement for effective financial management during the year and for the preparation of the accounting statements.

Evidence:

- ✓ The annual budget is discussed in December/January in preparation for the setting of the precept.
- ✓ The budget is monitored against actual performance during the year and corrective action (virements) is taken where appropriate.
- ✓ The accounting statements are prepared in accordance with the Accounts and Audit regulations. Copies have been circulated to all members. Hard copies are provided on request.
- ✓ The Council's Interim Town Clerk is the appointed RFO and has determined a system of financial controls and discharged their duties under Regulation 4 of the Accounts and Audit Regulations 2015.
- ✓ Bank reconciliation is produced each month and is approved by the Finance and Strategy Committee, reconciliations are checked against bank statements and signed by the Chair.
- ✓ Account statements are prepared accurately and timely in compliance with statutory obligations and proper practices and are evidenced with the monthly reconciliations.
- ✓ Electronic Copies of the Joint Panel on Accountability and Governance (JPAG) Practitioner's Guide are sent to each member. Paper copies are provided on request. Accounting documents are checked against G & A regulations and proper practice when changed or designed.
- ✓ The Council has adopted a Reserves Policy and reviewed its earmarked reserves.

Assertion 2 — Internal control

We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

Evidence:

- ✓ The Standing Orders have been reviewed and to be re-adopted. The Interim Town Clerk is waiting for the model Financial Regulations review before reviewing internally.
- ✓ The Town Council have appointed the Deputy Town Clerk as the RFO.
- ✓ A payments schedule is approved and signed and later appended to the minutes of every Finance and Strategy Committee meeting.
- ✓ Direct Debits are reviewed annually.
- ✓ Two signatories, required for every cheque and bank transfers.
- ✓ The Commercial Card has a defined credit limit of £500 and is cleared monthly by direct debit from the man bank account.
- ✓ Bank accounts only set up or closed after approval at meeting and minuted.

- ✓ A Financial risk assessment has been produced and is reviewed annually.
- ✓ Actions to reduce risk are undertaken as appropriate through the year and the risk assessment updated accordingly.
- ✓ All bank mandates are agreed by Council prior to being set up or amended and then reviewed annually.
- ✓ Salary and payroll are outsourced to a reputable accountancy firm.
- ✓ The Town Council is member of the Local Government Pension Scheme which all employees may join. The Council has registered with the Pensions Regulator.
- ✓ The Town Council submits a VAT claim quarterly.
- ✓ The Town Council maintains an asset register, listing all major assets in its ownership and for which they are responsible for the maintenance/replacement.

Assertion 3 — Compliance with laws, regulations and proper practices

We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the smaller authority to conduct its business or on its finances.

Evidence:

- ✓ The Council employs a qualified Town Clerk who advises the council.
- ✓ The Council has declared the Power of General Competence in accordance with the Localism Act 2011 s. 1-8.
- ✓ The Town Council owns an up-to-date copy of the “Arnold-Baker on Local Council Administration”.
- ✓ All new expenditure is tested for legal power and legal powers noted where appropriate.
- ✓ The Council is a member of NALC providing access to advice and policy templates.
- ✓ The Town Clerk is a personal member of SLCC providing access to advice and professional support.
- ✓ The Council’s Financial Regulations, Risk Assessments and Standing Orders are reviewed regularly and kept updated incorporating new legislation.
- ✓ Each agenda requests declarations of personal or prejudicial interests.
- ✓ The Council has adopted a Code of Conduct which applies to all members. Training is provided on the Code. It is recommended to all Councillors that they attend training when it is available.
- ✓ The Council provides Councillors and employees (where required) a .gov.uk email address and a townclerk@ email account is linked to the website.

Assertion 4 — Exercise of public rights

We provided proper opportunity during the year for the exercise of elector’s rights in accordance with the requirements of the Accounts and Audit Regulations.

Evidence:

- ✓ Notices were displayed and posted online announcing the period for the exercise of elector’s rights. Electors were informed of the 30 working days in which these rights could be exercised. (Accounts and Audit Regulations 2015, Regulation 15(1)). Copies of all relevant parts of the annual return are posted on the Council’s website and were posted on the notice board.
- ✓ Following the conclusion of the audit the relevant paperwork including the external auditor certificate was posted online and on the noticeboard.

- ✓ Agendas are displayed in a prominent publicly accessible place in the parish and on the website.

Assertion 5 — Risk management

We carried out an assessment of the risk facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

Evidence:

- ✓ The Council identified, assessed and recorded risks associated with actions and decisions it has taken or considered taking during the year that could have financial or reputational consequences.
- ✓ Having assessed the risks the Council put relevant measures in place to mitigate the risks by means of internal controls and insurance cover.
- ✓ The Insurance cover is reviewed before renewal.

Assertion 6 — Internal Audit

We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

Evidence:

- ✓ The Council appointed an independent Internal Auditor to evaluate the effectiveness of its risk management, control and governance processes considering internal auditing guidance for smaller authorities.
- ✓ The Council took all necessary steps to facilitate the work of the Internal Auditor.
- ✓ Invoices for payment are initialled by the signatory approving the bank transfer.

Assertion 7 — Reports from Auditors

We took appropriate action on all matters raised in reports from internal and external audit.

Evidence:

- ✓ The Council considered the Internal Audit report for the 2022-23 financial year. Appropriate action has been taken to address any issues highlighted.
- ✓ The Council considered the findings of the Internal Audit report for the 2023-24 financial year and took any appropriate action.
- ✓ The concluded Annual Return 2022-23 was circulated with meeting papers to the November 2023 Full Council meeting.

Assertion 8 — Significant events

We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.

Evidence:

- ✓ Liabilities and/or commitments have been included in in the year end accounting statements.

Assertion 9 — Trust Funds (local councils only)

Trust funds (including charitable). In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

The Council is the sole trustee of the SIR HICKMAN BECKETT BACON MEMORIAL charity, Charity number: 521923. This charity does not own and/or lease land or property. It has no financial assets.

PAPER G

Fixed Asset List

24/04/2024

	Fixed Asset Number	Description	Location	Purchase date	Cost	Replacement Cost	Replacement Cost Date	Comment	
Benches	1	Bench Seat	Middlefield Lane	01/02/2003	£360.17	£350.00	04/02/2020	Estimate based on recent installation	
	2	Bench Seat	Foxyby Hill / Middlefield Lane	01/02/2003	£360.17	£350.00	04/02/2020	Estimate based on recent installation	
	3	Bench Seat	Belt Road	01/02/2003	£360.17	£350.00	04/02/2020	Estimate based on recent installation	
	4	Bench Seat	Church Street (outside Parish Church)	01/02/2003	£360.17	£350.00	04/02/2020	Estimate based on recent installation	
	5	Bench Seat	Greystones Road	01/02/2003	£360.17	£350.00	04/02/2020	Estimate based on recent installation	
	6	Bench Seat	The Avenue	01/03/2003	£360.17	£350.00	04/02/2020	Estimate based on recent installation	
	7	Bench Seat	Foxyby Hill	07/07/2006	£360.00	£350.00	04/02/2020	Estimate based on recent installation	
	8	Bench for Foxyby Hill	Foxyby Hill	12/03/2019	£280.00	£350.00	04/02/2020	Estimate based on recent installation	
					£2,801.02	£2,800.00			
Bus Shelters	2	Bus Shelter	Ropery Road	03/08/1998	£2,363.00	£3,600.00	03/02/2020	Estimate based on research	
	3	Bus Shelter	Middlefield Lane	03/08/1998	£3,724.00	£3,600.00	03/02/2020	Estimate based on research	
	4	Bus Shelter	Lea Road (Drovers Nursing Home)	06/10/2000	£2,250.00	£3,600.00	03/02/2020	Estimate based on research	
	5	Bus Shelter	Park Springs Road	01/08/2003	£2,950.00	£3,600.00	03/02/2020	Estimate based on research	
	6	Bus Shelter	Middlefield Lane	01/08/2003	£2,950.00	£3,600.00	03/02/2020	Estimate based on research	
	9	Bus Shelter	Lindsey Close	01/08/2003	£2,950.00	£3,600.00	03/02/2020	Estimate based on research	
	10	Bus Shelter	Ropery Road (opp hospital)	02/10/2014	£3,510.00	£3,600.00	03/02/2020	Estimate based on research	
	11	Bus Shelter	Phoenix Court	11/08/2014	£3,510.00	£3,600.00	03/02/2020	Estimate based on research	
	12	Bus Shelter	Glenthams Road	03/06/2014	£3,215.00	£3,600.00	03/02/2020	Estimate based on research	
	13	Bus Shelter	Riseholme Road	14/03/2014	£3,510.00	£3,600.00	03/02/2020	Estimate based on research	
	14	Bus Shelter	Church Street	13/10/2021	£7,391.00	£7,391.00	15/10/2021	Cost price	
	15	Bus Shelter	Beaumont Street	13/10/2021	£6,533.00	£6,533.00	15/10/2021	Cost price	
	16	Bus Shelter	Shakespeare Street	13/10/2021	£5,423.00	£5,423.00	15/10/2021	Cost price	
	17	Bus Shelter	Gordon Street	13/10/2021	£6,270.00	£6,270.00	15/10/2021	Cost price	
	18	Bus Shelter	Lea Road (opposite train station)	30/03/2022	£7,131.00	£7,131.00	30/03/2022	Cost price	
	19	Bus Shelter	Lea Road (outside train station)	31/03/2022	£6,146.00	£6,146.00	31/03/2022	Cost price	
	20	Bus Shelter	Baines Road	14/06/2022	£1.00	£5,000.00	31/03/2023	Estimate based on research	
						£69,827.00	£79,894.00		
	War Memorials	1	Memorial Stone and Plaque (Cromwell)	Foxyby Hill	28/07/1995	£1.00	£1,650.00	04/02/2020	Replacement value from Retford Memorials
		2	War Memorial	Parnell Street	16/12/1999	£33,834.00	£35,000.00	03/02/2020	Replacement value from Retford Memorials
3		War Memorial Railings	Parnell Street	16/12/1999	As above	£4,500.00	03/02/2020	Estimate based on research	
4		x2 union jack flags and poles	Richmond House	?	£300.00	£300.00	?	Estimate based on research	
5		x2 6ft Tommy & x10 silhouette for chairs	Richmond House	13/06/2018	£1,675.55	£1,700.00	13/06/2018	Cost price	
					£35,810.55	£43,150.00			
Millennium Clock	1	Pillard Town Clock & Coat of Arms	Heaton Street	26/10/1999	£15,486.50	£17,000.00	04/02/2020	Estimate given by Smith of Derby	
					£15,486.50	£17,000.00			
Signage / Noticeboards / Sculpture	1	Aegir Signage	Riverside Walk	21/05/2003	£1,200.00	£1,400.00	04/02/2020	Estimate based on research	

Fixed Asset List

24/04/2024

Signage / Noticeboards / Sculpture	2	X3 Notice Boards	Various	18/03/2016	£2,056.00	£2,100.00	18/03/2016	Cost price
	3	Notice Board	Affordable Food Shop, Queensway	03/05/2018	£435.00	£450.00	03/05/2018	Cost price
	4	X2 Notice Boards	Roses & Marshalls	28/07/2016	£388.00	£400.00	28/07/2016	Cost price
	5	Sculpture	Silver Street	Installed September 2011	£1.00	£19,500.00	09/03/2020	Insurance Value
	6	x22 passive 30mph signs	Foxby Lane	02/12/2020	£220.00	£220.00	02/12/2020	Cost price
	778	X7 Allotment signs	Allotment Sites	12/02/2024	£261.60	£265.00	12/02/2024	Cost price
					£4,561.60	£24,335.00		
Christmas Lights	1	Christmas illuminations	Richmond Park	17/10/2012	£20,000.00	£20,000.00	17/10/2012	Cost price
	3	Christmas Lights	Richmond Park	15/09/2015	£23,388.00	£23,390.00	15/09/2015	Cost price
	6	Market Place Christmas Tree Curtain Lights	Richmond Park	19/10/2018	£658.00	£660.00	19/10/2018	Cost price
	7	10no. Street lamp post decorations	Richmond Park	02/10/2017	£3,830.00	£3,830.00	02/10/2017	Cost price
	8	Market Place Christmas Tree Curtain Lights	Richmond Park	13/09/2019	£704.93	£705.00	13/09/2019	Cost price
	9	Silver Street - Ceiling of Light		01/12/2021	£2,570.40	£2,575.00	01/12/2021	Cost price
		X9 - LED Luminous Ceilings Warm White 24V, Silver Cable (L:2m H:30m)						
	10	Market Street - Zig Zag Icicles (90m) X20 = LED Stalactite Warm White 230V White Rubber Cable (L:4.5m x L:0.57m)		01/12/2021	£1,156.00	£1,160.00	01/12/2021	Cost price
					£52,307.33	£52,320.00		
	Play Area & Skate Park Equipment	1	Play Equipment	Aisby Walk	01/04/2003	£15,000.00	£15,000.00	01/04/2003
2		Skate Park	Aisby Walk	15/11/2007	£100,000.00	£100,000.00	15/11/2007	Cost price
3		Aeroskate Play Area	Aisby Walk	22/05/2009	£39,127.00	£39,130.00	22/05/2009	Cost price
4		Outdoor Gym Equipment	Aisby Walk	09/09/2016	£27,148.00	£27,150.00	09/09/2016	Cost price
					£181,275.00	£181,280.00		
11		Play Equipment	Danes Road	01/04/2003	£10,000.00	£10,000.00	01/04/2003	Cost price
12		Multi play unit	Danes Road	09/09/2016	£17,002.00	£17,005.00	09/09/2016	Cost price
13		Outdoor Gym Equipment	Danes Road	09/09/2016	£22,253.00	£22,255.00	09/09/2016	Cost price
14		x4 Eco park benches	Danes Road	19/08/2016	£599.97	£600.00	19/08/2016	Cost price
15		Fencing & gates	Danes Road	09/06/2016	£5,056.00	£5,060.00	09/06/2016	Cost price
16		Fire retardant bin	Danes Road	04/07/2019	£319.49	£320.00	04/07/2019	Cost price
					£55,230.46	£55,240.00		
21		Under 8's Play Area	Levellings	10/08/2024	£72,000.00	£72,000.00	10/08/2024	Cost price
22		Teenage Arena Seating Area	Levellings	04/01/2001	£5,784.00	£5,785.00	04/01/2001	Cost price
23		Bike Rack	Levellings	21/01/2001	£300.00	£300.00	21/01/2001	Cost price
24		Wooden Activity Area	Levellings	05/05/2009	£4,999.00	£5,000.00	05/05/2009	Cost price
25	Teenage Play Area	Levellings	10/08/2024	£50,000.00	£50,000.00	10/08/2024	Cost price	
792	Outdoor Gym Equipment	Levellings	10/08/2024	£11,956.64	£11,960.00	10/08/2024	Cost price	
				£145,039.64	£145,045.00			
31	Play Equipment	Mayflower Close	01/04/2003	£10,000.00	£10,000.00	01/04/2003	Cost price	
32	Outdoor gym equipment	Mayflower Close	16/09/2016	£17,187.00	£17,190.00	16/09/2016	Cost price	
33	x2 Eco Park Bench	Mayflower Close	19/08/2016	£299.99	£300.00	19/08/2016	Cost price	
				£27,486.99	£27,490.00			
41	Play Equipment	Richmond Park	01/04/2009	£30,000.00	£30,000.00	01/04/2009	Cost price	

Fixed Asset List

24/04/2024

	42	Wooden Play Equipment	Richmond Park	21/06/2010	£4,626.00	£4,630.00	21/06/2010	Cost price
	43	Wooden Pirate Ship	Richmond Park	05/12/2014	£2,143.00	£2,145.00	05/12/2014	Cost price
	44	HAGS Play & exercise Equipment & Grass Matting	Richmond Park	05/08/2016	£99,231.70	£99,235.00	05/08/2016	Cost price
					£136,000.70	£136,010.00		
	51	Play Equipment	Sandsfield Lane North	01/04/2003	£7,000.00	£7,000.00	01/04/2003	Cost price
					£7,000.00	£7,000.00		
	61	Play Equipment & Bench	St Georges	01/04/2003	£17,831.00	£17,835.00	01/04/2003	Cost price
	62	Outdoor Gym Equipment	St Georges	09/09/2016	£21,672.00	£21,675.00	09/09/2016	Cost price
	754	Dark grey 40ltr Circular Steel Open Top Litter Bin	St Georges	10/08/2022	£267.00	£270.00	10/08/2022	Cost price
					£39,770.00	£39,780.00		
General Cemetery Infrastructure	1	Furniture and Appliances	Cemetery Office	with transfer	£1,600.00	£1,600.00	09/03/2020	Estimate
	2	Bins and Benches	General Cemetery	with transfer	£8,000.00	£8,000.00	10/03/2020	Estimate
	3	Tap stands	General Cemetery	01.01.2009	£800.00	£800.00	09.03.2020	Estimate
	4	Litter Bin	Cemetery Entrance	28/05/2015	£354.10	£355.00	28/05/2015	Cost price
	5	Palisade Fencing	General Cemetery	14/07/2016	£2,850.00	£2,850.00	14/07/2016	Cost price
	6	Railings	General Cemetery	?	£10,000.00	£10,000.00	09.03.2020	Estimate
	7	Septic Tank	General Cemetery	13/06/2019	£3,260.00	£3,260.00	13/06/2019	Cost price
	8	X2 Grit bins	General Cemetery	18/02/2021	£106.78	£110.00	18/02/2021	Cost price
	9	X4 Dispena grit spreaders	General Cemetery	18/02/2021	£30.27	£35.00	18/02/2021	Cost price
	789	X50 220Ltr Black drums	General Cemetery	16/01/2024	£1,374.00	£1,375.00	16/01/2024	Cost price
	790	x10 Broxaps Derby Double E Recycling 120ltr Bin	General Cemetery	12/01/2024	£5,239.74	£5,240.00	12/01/2024	Cost price
					£33,614.89	£33,625.00		
North Warren Cemetery Infrastructure	1	Railings	North Warren Cemetery	with transfer	£1.00	£11,500.00	09.03.2020	Insurance value
					£1.00	£11,500.00		
Marshalls Infrastructure	1	x?? Red Chairs	Marshalls Pavilion	with lease 01/04/2010	£2,000.00	£2,000.00	09/03/2020	Estimate
	2	x20 Tables with x2 trolleys & x80 chairs and x1 trolley	Marshalls Pavilion	01/05/2012	£1,636.00	£2,585.00	05/02/2020	From strictly tables & chairs
	3	Football Goals, Nets & Corner Flags	Marshalls	?	£3,300.00	£3,300.00	09/03/2020	Estimate
	4	Slaz Spring Cricket Stump	Marshalls	03/05/2011	£41.65	£45.00	03/05/2011	Cost price
	5	Goal sockets	Marshalls Sports Ground	01/09/2016	£126.10	£130.00	01/09/2016	Cost price
	6	Hoover	Marshalls	06/02/2015	£69.99	£70.00	06/02/2015	Estimate
	7	Boot scraper	Marshalls	08/04/2015	£275.00	£275.00	08/04/2015	Cost price
	8	Numatic Vacuum Cleaner	Marshalls	16/07/2019	£150.54	£155.00	16/07/2019	Cost price
	9	Installation of irrigation equipment	Marshalls	25/10/2019	£3,690.00	£3,690.00	25/10/2019	Cost price
					£11,289.28	£12,250.00		
Roses Infrastructure	1	All Weather Pitch	Roses AWP	with lease				
	2	AWP Floodlights	Roses AWP	with lease				
	3	AWP Fencing	Roses AWP	with lease				
	4	AWP Goals & Curtains	Roses AWP	with lease				
	5	Rugby & football goals & nets	Roses AWP					

Fixed Asset List

24/04/2024

	8	x2 changing room benches with hooks	Roses Pavilion	16/11/2017	£116.67	£120.00	16/11/2017	Cost price
	14	Boot scraper	Roses	08/04/2015	£275.00	£275.00	08/04/2015	Cost price
	16	Rugby Post sockets	Roses	17/10/2019	£178.00	£180.00	17/10/2019	Cost price
	17	3G AGP	Roses	01/04/2020		£500,000.00	03/03/2020	Cost price
					£569.67	£500,575.00		
Levellings Infrastructure	1	Football Goals and nets	Levellings	29/07/2014	£936.00	£940.00	29/07/2014	Cost price
	2	x6 polite notice dogs signs	Levellings	07/01/2020	£150.00	£150.00	07/01/2020	Cost price
	3	Bowtop Railings	Levellings					
					£1,086.00	£1,090.00		
Richmond Park Infrastructure	1	Fountain	Richmond Park	?	£5,000.00	£5,000.00	04/02/2020	Estimate
	2	Firesec Cabinet (safe)	Richmond House	20/10/2010	£634.00	£635.00	04/02/2020	Estimate
	3	Pesticide & Agrochemical Storage Cabinet	Richmond Park	25/04/2013	£272.48	£275.00	04/02/2020	Estimate
	4	External Convex Mirror	Richmond Park	02/05/2013	£39.97	£40.00	04/02/2020	Estimate
	5	Disabled Parking sign	Richmond Park	22/08/2013	£30.50	£35.00	04/02/2020	Estimate
	6	5mph sign	Richmond Park	22/08/2013	£37.50	£40.00	04/02/2020	Estimate
	7	X3 Benches	Richmond Park	04/06/2015	£1,140.00	£1,140.00	04/02/2020	Estimate
	9	x10 benches	Richmond Park	10/12/2015	£3,714.54	£3,715.00	04/02/2020	Estimate
	12	Flag Pole and Flags	Richmond Park	21/12/2009	£865.95	£870.00	04/02/2020	Estimate
	13	Aviary & Bird nesting boxes	Richmond Park	27/02/2018	£3,678.33	£3,680.00	27/02/2018	Cost price
	14	x2 mole post	Richmond Park	10/10/2017	£142.48	£145.00	04/02/2020	Estimate
	15	Equipment storage racking	Richmond Park	01/08/2016	£62.49	£65.00	04/02/2020	Estimate
	16	Rounders equipment	Richmond Park	03/12/2015	£350.58	£355.00	04/02/2020	Estimate
	17	Toilet Roll & Soap Dispensers	Richmond Park & House	23/08/2016	£290.05	£295.00	04/02/2020	Estimate
					£16,258.87	£16,290.00		
Richmond House Office Equipment & Furniture	1	Display cases	Richmond House	within lease	£1.00	£11,500.00	within lease	Estimate
	2	x24 Black leather and wooden chairs	Richmond House	within lease	£1.00	£3,600.00	within lease	Estimate
	3	Wooden round table	Richmond House	within lease	£1.00	£500.00	within lease	Estimate
	4	Office Furniture	Richmond House	?	£5,000.00	£5,000.00	?	What is this?
	6	Paper Shredder	Richmond House	21/05/1999	£30.00	£30.00	21/05/1999	Estimate
	7	Crest Scroll	Richmond House	01/05/1992	£250.00	£250.00	01/05/1992	Estimate
	9	Pedestal Fan	Richmond House	13/07/2005	£10.00	£10.00	13/07/2005	Estimate
	10	Precision Trimmer	Richmond House	27/04/2006	£40.00	£40.00	27/04/2006	Estimate
	11	Town Council Banner	Richmond Park	12/06/2006	£40.00	£40.00	12/06/2006	Estimate
	12	Speaker System	Richmond House	21/12/2006	£75.00	£75.00	21/12/2006	Estimate
	20	SVGA Projector	Richmond House	24/09/2009	£391.99	£395.00	24/09/2009	Estimate
	22	10 Radios	Richmond House	15/04/2011	£1,074.50	£1,075.00	15/04/2011	Estimate
	26	Health & Safety for Local Councils Book	Richmond House	06/05/2012	£95.00	£95.00	06/05/2012	Estimate
	38	Staff & Councillor ID Badges	Individuals	28/01/2016	£240.00	£240.00	28/01/2016	Estimate
	40	Office Clock	Richmond House Office	27/02/2017	£26.99	£30.00	27/02/2017	Estimate
	41	x4 Green office chairs	Richmond House Offices	22/06/2016	£199.96	£200.00	22/06/2016	Estimate
	42	Fridge	Richmond House	26/05/2016	£108.33	£110.00	26/05/2016	Estimate
	44	Cork board	Richmond House Office	01/02/2017	£27.20	£30.00	01/02/2017	Estimate
	46	x4 Gainsborough War Story Books 1-4	Richmond House	09/01/2018	£50.00	£50.00	09/01/2018	Cost price

Fixed Asset List

24/04/2024

47	Laminator	Richmond House	02/06/2017	£84.99	£85.00	02/06/2017	Cost price
48	11th Edition of Arnold Baker Local Council Administration	Richmond House	05/02/2019	£110.99	£115.00	05/02/2019	Cost price
49	Numatic Vacuum Cleaner	Richmond House	22/02/2019	£142.80	£145.00	22/02/2019	Cost price
50	Surface pro (5th Gen) + platinum Signature Type Cover Bundle	Richmond House	19/12/2018	£499.17	£500.00	19/12/2018	Cost price
51	x6 6ft x 2ft 6 rectangle tables	Richmond House	27/08/2019	£230.47	£235.00	27/08/2019	Cost price
52	Address stamp	Richmond House	05/12/2019	£20.22	£25.00	05/12/2019	Cost price
53	x12 Burgundy conference chairs (meeting room)	Richmond House	16/12/2019	£267.00	£270.00	16/12/2019	Cost price
54	x2 HP ProBook 450 G6 - plus 3 years warranty	Richmond House	03/02/2020	£1,170.00	£1,170.00	03/02/2020	Cost price
55	x4 HP Pro 290 - plus 3 years warranty	Richmond House	03/02/2020	£1,600.00	£1,600.00	03/02/2020	Cost price
56	x6 Dell 24" Professional Monitor (Height and Tilt Adjustable)	Richmond House	03/02/2020	£870.00	£870.00	03/02/2020	Cost price
57	x4 Microsoft Wireless Keyboard and Mouse Set	Richmond House	03/02/2020	£100.00	£100.00	03/02/2020	Cost price
58	ESET AntiVirus - 7 Machines - 3 Years (50% Off due to Government)	Richmond House	03/02/2020	£145.00	£145.00	03/02/2020	Cost price
59	WatchGuard T15 Hardware Firewall (3 Years Total Security)	Richmond House	03/02/2020	£1,100.00	£1,100.00	03/02/2020	Cost price
60	Dell T140 Tower Server - Intel Core i3, 16GB RAM, 2 x 2TB HDD	Richmond House	03/02/2020	£1,370.00	£1,370.00	03/02/2020	Cost price
61	APC Smart-UPS 750VA	Richmond House	03/02/2020	£250.00	£250.00	03/02/2020	Cost price
62	x2 4TB Backup Drives	Richmond House	03/02/2020	£170.00	£170.00	03/02/2020	Cost price
63	TP-Link 16 port gigabit switch	Richmond House	03/02/2020	£55.00	£55.00	03/02/2020	Cost price
64	Network cables	Richmond House	03/02/2020	£30.00	£30.00	03/02/2020	Cost price
65	UniFi NanoHD Wireless point	Richmond House	03/02/2020	£140.00	£140.00	03/02/2020	Cost price
66	Windows 10Pro OEM (for surface pro)	Richmond House	03/02/2020	£120.00	£120.00	03/02/2020	Cost price
67	x2 laptop sleeve cases	Richmond House / Officers	29/01/2020	£25.97	£30.00	29/01/2020	Cost price
68	x2 5m 6 gang extension cables	Richmond House	29/01/2020	£19.14	£20.00	29/01/2020	Cost price
69	Emboser Pocket Seal	Richmond House	10/03/2020	£47.40	£50.00	10/03/2020	Cost price
70	Vertical Blind	Richmond House	11/02/2020	£73.37	£75.00	11/02/2020	Cost price
71	Headset x2	Town Clerk & Admin support	17/02/2021	£51.46	£55.00	17/02/2021	Cost price
72	Emboser	Richmond House	01/04/2020	£47.40	£50.00	01/04/2020	Cost price
73	hp Probook 450 G6 Laptop	Richmond House - Admin support	26/06/2020	£650.00	£650.00	26/06/2020	Cost price
74	X4 BT Polycom WX250	Richmond House	09/03/2021	£441.00	£445.00	09/03/2021	Cost price
75	Laptop sleeve cases	Richmond House	21/10/2021	£14.99	£15.00	21/10/2021	Cost price
76	Magnetic white board	Richmond House	12/11/2022	£34.49	£35.00	12/11/2021	Cost price
77	2 draw filing cabinet	Richmond House	12/11/2022	£36.99	£40.00	12/11/2021	Cost price
78	Double Sided magnetic rotating whiteboard	Richmond House	10/02/2022	£157.95	£160.00	10/02/2022	Cost price
751	Dell P2422H 24" Monitor	Richmond House	30/11/2022	£179.50	£180.00	30/11/2022	Cost price
752	hp Probook 450 G9 - Interl Core i5, 8GB, 256GD SSD W10P	Richmond House	28/02/2023	£678.50	£680.00	28/02/2023	Cost price
753	Chair and foot stool	Richmond House	07/03/2023	£152.49	£155.00	07/03/2023	Cost price
	Mobiles						Cost price
772	InspectEDGE Tablet; Samsung Galaxy Tab A 8" tablet, 32Gb wit	Richmond House	22/01/2024	£257.00	£260.00	22/01/2024	Cost price
785	Table top fridge	Richmond House	18/05/2023	£112.50	£115.00	18/05/2023	Cost price
				£19,117.76	£34,780.00		
Grounds Equipment							
8	Trolley Jack 3 tonne	Richmond Park	?	£65.00	£65.00	03/02/2020	Cost price
11	8.6m Aluminium Ladder	Richmond Park	?	£140.00	£140.00	03/02/2020	Cost price
12	Water Pump and Hose	Richmond Park	11/06/2008	£285.99	£290.00	11/06/2008	Cost price
13	Topple Tester	Office	11/09/2008	£840.00	£840.00	11/09/2008	Cost price
14	Stephill Generator	Richmond Park	04/02/2010	£381.88	£385.00	04/02/2010	Cost price
16	20" Chainsaw	Richmond Park	30/11/2010	£725.00	£725.00	30/11/2010	Cost price

Fixed Asset List

24/04/2024

17	Bosch Demolition Hammer	Richmond Park	22/02/2011	£348.00	£350.00	22/02/2011	Cost price
18	Bosch SDS Max Wide Chisel	Richmond Park	22/02/2011	£21.83	£25.00	22/02/2011	Cost price
19	Stihl Cut Quick Saw	Richmond Park	08/02/2011	£450.00	£450.00	08/02/2011	Cost price
21	Marking Kit	Richmond Park	28/03/2011	£272.56	£275.00	28/03/2011	Cost price
23	Lazy Tong Riveter	Richmond Park	13/06/2011	£49.00	£50.00	13/06/2011	Cost price
26	x10 Speed Brace	Cemetery Store	08/08/2011	£490.00	£490.00	08/08/2011	Cost price
27	Bosch Jigsaw	Richmond Park	26/07/2011	£115.00	£115.00	26/07/2011	Cost price
30	Sentribox	Richmond Park	?	£100.00	£100.00	03/02/2020	Cost price
31	Scaffolding + trapdoor platform & x2 guard rails	Richmond Park	?	£609.99	£610.00	03/02/2020	Cost price
32	Flail Mower	Richmond Park	19/09/2006	£1,000.00	£1,000.00	19/09/2006	Cost price
40	Felling bar & filing vice	Richmond Park	28/02/2013	£59.17	£60.00	28/02/2013	Cost price
42	Mower	Showfield Allotments	02/05/2014	£225.00	£225.00	02/05/2014	Cost price
46	Spiker	Roses & Marshalls	09/07/2014	£1,400.00	£1,400.00	09/07/2014	Cost price
47	Hydraulic c/balance + universal lever	Roses Sports Ground	01/12/2014	£1,780.16	£1,785.00	01/12/2014	Cost price
50	Leaf Blower	Richmond Park	31/05/2015	£258.32	£260.00	31/05/2015	Cost price
51	Pedestrian roller	Marshalls Sports Ground	24/02/2016	£720.00	£720.00	24/02/2016	Cost price
53	Cooper Pegler Back Pack and Filler Cap	Richmond Park	24/04/2015	£149.46	£150.00	24/04/2015	Cost price
54	Alko 460BA Bio lawnmower	Spital Hill Allotments	28/04/2015	£276.00	£280.00	28/04/2015	Cost price
56	Steam Cleaner	Roses	17/06/2015	£799.99	£800.00	17/06/2015	Cost price
57	Ramps to fit back of pick up	Richmond Park	15/05/2015	£875.00	£875.00	15/05/2015	Cost price
61	Jet Washer	Richmond Park	13/11/2015	£229.99	£230.00	13/11/2015	Cost price
63	Wheelbarrow & Edging Shears	Cemetery	05/06/2015	£93.31	£95.00	05/06/2015	Cost price
65	Sthil Combi	Richmond Park	17/12/2015	£462.00	£465.00	17/12/2015	Cost price
67	Greens & Soil Box	Cemetery	03/11/2015	£523.80	£525.00	03/11/2015	Cost price
68	A boards & Signs	Cemetery	24/02/2016	£100.80	£105.00	24/02/2016	Cost price
70	Walk boards & soil box	General Cemetery	01/04/2017	£1,950.00	£1,950.00	01/04/2017	Cost price
74	Crease marking frames	Roses /Marshalls	12/05/2016	£190.00	£190.00	12/05/2016	Cost price
76	Pole Saw	Richmond Park	28/02/2017	£159.72	£160.00	28/02/2017	Cost price
78	Compressor	Richmond Park	16/03/2017	£160.00	£160.00	16/03/2017	Cost price
81	Napsack sprayer	Richmond Park	20/07/2016	£161.93	£165.00	20/07/2016	Cost price
84	Random Orbit Sander	Richmond Park	27/02/2017	£62.49	£65.00	27/02/2017	Cost price
85	Griple Torq Tensioning Tool	Richmond Park	11/07/2016	£54.99	£55.00	11/07/2016	Cost price
87	FS56CE Strimmer	Richmond House	28/02/2017	£250.00	£250.00	28/02/2017	Cost price
89	BG86 C-E Blower	Richmond Park	28/02/2017	£195.00	£195.00	28/02/2017	Cost price
90	x2 Line Winder	Richmond Park	30/03/2017	£129.16	£130.00	30/03/2017	Cost price
96	Scaffold Tower	Richmond House	16/02/2018	£1,499.94	£1,500.00	16/02/2018	Cost price
97	Telescopic dew switch	Roses	25/03/2018	£59.84	£60.00	25/03/2018	Cost price
98	x2 LED Lighting kit	Richmond Park	29/03/2018	£80.00	£80.00	29/03/2018	Cost price
100	Chainsaw & accessories & Sthil combi hedgecutter attachment	Richmond Park	13/12/2017	£618.62	£620.00	13/12/2017	Cost price
101	x2 Tripod Impulse Sprinklers	Roses Sports Ground	28/06/2017	£83.30	£85.00	28/06/2017	Cost price
102	Generator	Richmond House	26/05/2017	£864.00	£865.00	26/05/2017	Cost price
104	Dennis FT610 Power Unit	Roses / Marshalls	11/07/2017	£3,680.00	£3,680.00	11/07/2017	Cost price
106	Traffic Cones	Richmond Park	10/10/2017	£41.58	£45.00	10/10/2017	Cost price
107	25M Extension cable	Richmond Park	03/04/2018	£35.99	£40.00	03/04/2018	Cost price
108	Stihl Blower	Richmond Park	06/02/2019	£255.60	£260.00	06/02/2019	Cost price
112	X3 FS410C Strimmers	Richmond Park	10/05/2019	£1,654.99	£1,655.00	10/05/2019	Cost price

Fixed Asset List

24/04/2024

113	X5 jerry cans	Richmond Park	31/05/2019	£64.35	£65.00	31/05/2019	Cost price
114	x5 20ltr steel Jerry cans	Richmond Park	15/07/2019	£99.75	£100.00	15/07/2019	Estimate
115	x10 Heavy duty round top metal fence panels & x10 fence couplers	Richmond Park	18/07/2019	£265.83	£270.00	18/07/2019	Cost price
117	Torque wrench, sledgehammer & socket set	Richmond Park	06/08/2019	£37.07	£40.00	06/08/2019	Cost price
118	Cosco 3 in 1 Handtruck	Richmond Park	06/09/2019	£87.50	£90.00	06/09/2019	Cost price
119	2 x polypropylene grave covers (pin down) 8 x 12" steel pins, 1 x full size put log set (5ft), 1 x child size put log set (3ft), 1 x polypropylene soil scattering box	General Cemetery	22/08/2019	£905.00	£905.00	22/08/2019	Cost price
120	Vernier calipers	Richmond Park	23/09/2019	£20.00	£20.00	23/09/2019	Cost price
121	x4 rakes	Richmond Park	17/09/2019	£87.80	£90.00	17/09/2019	Estimate
123	Sharpening kit, combie can	Richmond Park	11/11/2019	£37.71	£40.00	11/11/2019	Cost price
125	Spanner set	Richmond Park	25/11/2019	£33.33	£35.00	25/11/2019	Cost price
126	Holesaw & drill bit	Richmond Park	04/02/2020	£21.45	£25.00	04/02/2020	Cost price
128	Breaker bar	Richmond Park	07/01/2020	£36.00	£40.00	07/01/2020	Cost price
129	FS410 Strimmer	Richmond Park	18/03/2020	£525.00	£525.00	18/03/2020	Cost price
130	100M Tape measure	Richmond Park	05/08/2020	£64.16	£65.00	05/08/2020	Cost price
131	Hedge Trimmer	Richmond Park	24/11/2020	£399.00	£400.00	24/11/2020	Cost price
132	Honda 21" Mulch vs mower	Richmond Park	30/09/2020	£599.25	£600.00	30/09/2020	Cost price
133	HS87R 30" Hedge Cutter	Richmond Park	30/09/2020	£429.16	£430.00	30/09/2020	Cost price
134	FS410 Strimmer	Richmond Park	01/04/2020	£525.00	£525.00	01/04/2020	Cost price
135	Cobra Mower	Love Lane Allotments	21/08/2020	£249.99	£250.00	21/08/2020	Cost price
136	Sprayer	Richmond Park	01/07/2020	£126.20	£130.00	01/07/2020	Cost price
138	BG86C - Blower	Richmond Park	01/12/2020	£199.00	£200.00	01/12/2020	Cost price
139	x4 litter pickers	Richmond Park	04/08/2021	£87.40	£90.00	04/08/2021	Cost price
140	Line Marker	Richmond Park	13/08/2021	£550.00	£550.00	13/08/2021	Cost price
141	Bosch Measuring Wheel	Richmond Park	07/09/2021	£64.99	£65.00	07/09/2021	Cost price
142	Work platform	Marshalls Sports Ground	15/10/2021	£29.16	£30.00	15/10/2021	Cost price
143	Sprayer	Richmond Park	22/12/2021	£9.16	£10.00	22/12/2021	Cost price
144	Allen keys	Richmond Park	14/01/2022	£12.49	£15.00	14/01/2022	Cost price
145	x2 Stihl FS461C Brushcutters	Richmond Park	10/06/2022	£1,320.00	£1,320.00	10/06/2022	Cost price
146	Bosch 18v Impact wrench	Richmond Park	23/05/2022	£149.99	£150.00	23/05/2022	Cost price
715	Breaker bar	Richmond Park	08/07/2022	£33.33	£35.00	08/07/2022	Cost price
718	Stihl HLA86 Hedge cutter	Richmond Park	29/09/2022	£357.29	£410.00	29/09/2022	Cost price
719	Stihl AL300 230v Battery charger	Richmond Park	04/10/2022	£51.04	£60.00	04/10/2022	Cost price
720	Stihl HT135 Pole pruner	Richmond Park	04/10/2022	£728.00	£910.00	04/10/2022	Cost price
721	Stihl AP300 Battery	Richmond Park	04/10/2022	£153.13	£175.00	04/10/2022	Cost price
722	StadiumMax Steel drag mat	Marshalls Sports Ground	03/11/2022	£236.41	£240.00	03/11/2022	Cost price
723	Bosch 18v Combi Drill	Richmond Park	04/10/2022	£108.33	£110.00	04/10/2022	Cost price
724	65ltr Drip tray	Richmond Park	04/10/2022	£54.16	£55.00	04/10/2022	Cost price
725	x2 long reach litter pickers	Richmond Park	21/09/2022	£23.18	£25.00	21/09/2022	Cost price
726	x2 spades	Richmond Park	24/11/2022	£44.98	£45.00	24/11/2023	Cost price
727	Gorilla Gazebo 3mx3m popup with sides	Richmond Park	14/12/2022	£159.14	£160.00	14/12/2022	Cost price
728	Hilka Mechanicas Tool Kit 270pcs	Richmond Park	01/12/2022	£358.33	£360.00	01/12/2022	Cost price
729	Tape measure 50m x 13mm	Richmond Park	01/12/2022	£14.99	£15.00	01/12/2022	Cost price
730	Wood chisel set 7pcs	Richmond Park	01/12/2022	£24.99	£25.00	01/12/2022	Cost price
731	Rough neck bar set 5pc	Richmond Park	01/12/2022	£33.33	£35.00	01/12/2022	Cost price
732	Tap & Die set 20pcs	Richmond Park	01/12/2022	£15.83	£20.00	01/12/2022	Cost price

Fixed Asset List

24/04/2024

733	Manual Grease gun 500cc	Richmond Park	01/12/2022	£18.33	£20.00	01/12/2022	Cost price
734	24ltr Compressor 220-240v	Richmond Park	01/12/2022	£83.33	£85.00	01/12/2022	Cost price
735	Fatmax Groove joint pliers	Richmond Park	01/12/2022	£28.32	£30.00	01/12/2022	Cost price
736	File & Rasp set 8" 9pcs	Richmond Park	01/12/2022	£20.83	£25.00	01/12/2022	Cost price
737	Teng tools deep impact sockets 10pcs	Richmond Park	01/12/2022	£59.99	£60.00	01/12/2022	Cost price
738	Magnusson Ratchet spanners 7pcs	Richmond Park	01/12/2022	£30.83	£35.00	01/12/2022	Cost price
739	Sure drive socket set 22pcs	Richmond Park	01/12/2022	£129.99	£130.00	01/12/2022	Cost price
740	Bosch 165mm 18v Circ Saw	Richmond Park	09/01/2023	£116.66	£120.00	09/01/2023	Cost price
741	5lb Mattock & pick twin pack 36"	Richmond Park	29/03/2023	£41.66	£45.00	29/03/2023	Cost price
742	Sledge and sprinkler head	Marshalls Sports Ground	23/06/2022	£119.70	£120.00	23/06/2022	Cost price
743	X2 Flamable cabinets	Richmond Park	28/10/2022	£970.00	£970.00	28/10/2022	Cost price
744	Dennis fine turf cylinder cassette	Richmond Park		£1,500.00	£1,500.00	31/03/2023	Estimate
745	Dennis amenity cylinder cassette	Richmond Park		£1,500.00	£1,500.00	31/03/2023	Estimate
746	Dennis verti cuttter cassette	Richmond Park		£1,400.00	£1,400.00	31/03/2023	Estimate
747	Dennis spiker cassette	Richmond Park		£1,200.00	£1,200.00	31/03/2023	Estimate
748	Dennis slitter cassette	Richmond Park		£1,200.00	£1,200.00	31/03/2023	Estimate
749	Sealey Booster pack	Richmond Park		£140.00	£140.00	31/03/2023	Estimate
755	Black funeral cones x6	General Cemetery	04/07/2023	£79.98	£80.00	04/07/2023	Cost price
756	Spear & Jackson Post Rammer 165mm 15.52kg	Richmond Park	17/07/2023	£60.49	£65.00	17/07/2023	Cost price
757	Hozelock hose wheeled cart starter set and repair connector	Richmond Park	20/07/2023	£83.00	£85.00	20/07/2023	Cost price
758	X3 sartra-bypass-opper	Richmond Park	24/07/2023	£100.08	£105.00	24/07/2023	Cost price
759	x2 Sartra Bypass Secateur	Richmond House	24/07/2023	£28.75	£30.00	24/07/2023	Cost price
760	x2 Sartra Razorsaw - Folding	Richmond Park	24/07/2023	£42.07	£45.00	24/07/2023	Cost price
761	Steel Handle Tarmas Punner	Richmond Park	24/07/2023	£46.15	£50.00	24/07/2023	Cost price
762	Sthil FSA57 Compact Cordless Grass Trimmer plus AK10 Battery	Richmond Park	04/08/2023	£306.34	£310.00	04/08/2023	Cost price
763	BOSCH GSB 18 V-55 18V 2 X 2.0AH LI-ION Coolpack Brushless Co	Richmond Park	25/09/2023	£141.87	£145.00	25/09/2023	Cost price
766	BG86 Blower	Richmond Park	30/09/2023	£385.00	£385.00	30/09/2023	Cost price
767	Rootslayer Venteo Trench spade	Richmond Park	04/10/2023	£56.76	£60.00	04/10/2023	Cost price
768	m12gg-0 m12 Cordless Grease Gun & x2 2.0AH Redl Lithium Batt	Richmond Park	07/11/2023	£161.82	£165.00	07/11/2023	Cost price
769	Wheelbarrow HÆMMERLIN® Green Barrow with Pneumatic Tyre 3ft	Richmond House	18/12/2023	£123.48	£125.00	18/12/2023	Cost price
770	BG86 Blower	Richmond Park	20/12/2023	£267.00	£270.00	20/12/2023	Cost price
771	x4 stanley knives, x2 measuring tapes	Richmond Park	19/01/2024	£41.91	£45.00	19/01/2024	Cost price
773	Sartra PowerRake Wide 28"	Richmond Park	23/01/2024	£25.69	£30.00	23/01/2024	Cost price
774	x2 Sartra Spring Rake	Richmond Park	23/01/2024	£35.94	£40.00	23/01/2024	Cost price
775	x2 Non-Spill Fuel Spout	Richmond Park	23/01/2024	£28.90	£30.00	23/01/2024	Cost price
776	500ML, 1000ML & 5Ltr measuring jugs	Richmond Park	23/01/2024	£17.51	£20.00	23/01/2024	Cost price
777	x2 Plastic Fuel Can, Clear 5Ltr	Richmond Park	23/01/2024	£16.08	£20.00	23/01/2024	Cost price
779	1 x Wago 221 Series Lever Connector Set 85 Pieces	Richmond Park	21/02/2024	£29.99	£30.00	21/02/2024	Cost price
780	Walk boards, Artificial grass grave set, Pair of softwood putlogs	General Cemetery	11/03/2024	£1,180.00	£1,180.00	11/03/2024	Cost price
781	X6 Handy bin bag holder	Richmond Park	04/10/2023	£33.24	£35.00	04/10/2023	Cost price
782	2 x chainsaw helmets and a strimmer harness	Richmond Park	22/01/2024	£243.24	£245.00	22/01/2024	Cost price
783	200ltr Towable salt, seed & fertiliser spreader	Richmond Park	12/09/2023	£1,007.00	£1,010.00	12/09/2023	Cost price
784	x3 9yard rolls of 3" webbing	General Cemetery	21/02/2024	£68.73	£70.00	21/02/2024	Cost price
786	Spaceliner double lid & frmt set street barrow	Richmond Park	29/08/2023	£1,346.09	£1,350.00	29/08/2023	Cost price
787	S1-AP300S-N-Batter	Richmond Park	07/03/2024	£232.70	£235.00	07/03/2024	Cost price
788	Radius Garden 22511 Root slayer XL	Richmond Park	04/10/2023	£52.98	£55.00	04/10/2023	Cost price

Fixed Asset List

	791	X6 The Helping Hand Company Litter picker Pro 37"	Richmond Park	10/03/2024	£98.52	£100.00	10/03/2024	Cost price
					£50,367.55	£50,845.00		
Vehicles / Ride-On Mowers	3	Ransomes Parkway 2250	Richmond Park	14/04/2010	£10,500.00	£11,000.00	04/02/2020	Cost price
	5	Ifor Williams Trailer	Richmond Park	30/03/2011	£2,445.00	£2,500.00	04/02/2020	Estimate
	6	Wright stander-Rapid-Height-Mower	General-Cemetery	27/05/2014	£7,020.00	£7,100.00	04/02/2020	Estimate
	7	Trailer Lock	Richmond Park	13/06/2018	£70.00	£70.00	13/06/2018	Cost price
	8	MT4112S T4 Ride On	Richmond Park	28/02/2017	£1,950.00	£2,000.00	04/02/2020	Estimate
	9	New Toro LT-F3000 Triple Flail Mower	Richmond Park	09/11/2018	£44,994.00	£45,000.00	09/11/2018	Cost price
	10	Kubota G26 Collector Mower	Richmond Park	05/08/2019	£12,500.00	£12,500.00	05/08/2019	Cost price
	14	Wright-Stander-Sport-Mower	Richmond-Park	01/04/2020	£5,000.00	£5,000.00	01/04/2020	Cost price
	12	Kubota RTV X1110 Orange	Richmond Park	30/07/2021	£15,500.00	£15,500.00	30/07/2021	Cost price
	764	Ferris Wright SRS36 Stand on zero turn	Richmond Park	12/10/2023	£9,290.00	£9,290.00	12/10/2023	Cost price
	765	Ferris Wright SRS48 Stand on zero turn	Richmond Park	12/10/2023	£9,695.00	£9,695.00	12/10/2023	Cost price
					£118,964.00	£119,655.00		
Civic Regalia inc Town Criers outfit	1	Hallmarked Silver Gilt & Enamelled Mayor Jewel of Office	Richmond House	09/03/1993	£370.42	£375.00	09/03/1993	Cost/Need to get a valuation
	2	Silver Gilt Medallion	Richmond House	09/03/1993	£200.00	£200.00	09/03/1993	Cost/Need to get a valuation
	3	Silver Gilt Ceremonial Chain	Richmond House	03/12/1996	£447.20	£450.00	03/12/1996	Cost/Need to get a valuation
	4	Silver Gilt Ceremonial Chain	Richmond Park	03/12/1996	£449.60	£450.00	03/12/1996	Cost/Need to get a valuation
	5	Town Crier Outfit and Hat	Town Crier's Residence	01/11/2006	£350.00	£350.00	04/02/2020	Estimate based on research
	6	Chain of Office, Ribbon and Case	Mayors Residence	27/03/2009	£2,635.58	£2,640.00	27/03/2009	Cost/Need to get a valuation
	7	Mayors cadet brassard	Mayors Cadet	01/11/2018	£30.00	£30.00	01/11/2018	Cost price
	8	Velvet Collar for Mayors Chain (Vaughtons)	Mayors Residence	04/09/2019	£200.00	£200.00	04/09/2019	Cost price
	9	Black arm bands	Richmond House	07/11/2019	£11.38	£15.00	07/11/2019	Cost price
					£4,694.18	£4,710.00		
Events	5	Pop up gazebo	Richmond Park	28/06/2019	£48.00	£50.00	28/06/2019	Cost price
	6	x2 feather flags - armed forces day	Richmond House	03/06/2019	£183.88	£185.00	03/06/2019	Cost price
	7	x5 Charity money collection buckets	Richmond House	21/06/2019	£25.80	£30.00	21/06/2019	Cost price
	8	4 Digit tally counter	Richmond House	01/07/2019	£8.99	£10.00	01/07/2019	Cost price
					£266.67	£275.00		
Land & Buildings	1	Changing Rooms	Levellings	01/09/2002	£1.00	£150,000.00	03/01/1900	Drewery & Wheeldon valuation
Need a full review	2	Playing Field and Dog Walk	Levellings	01/04/1997	£1.00	£27,000.00	?	Valuation?
	3	Listed Chapel	General Cemetery	15/11/2007	£1.00	£800,000.00	22/06/2022	Drewery & Wheeldon valuation
	4	Cemetery Grounds	General Cemetery	01/04/2009	£1.00	£1.00	01/04/2009	Cost
	5	Cemetery Grounds	North Warren Cemetery	01/04/2007	£1.00	£1.00	01/04/2007	Cost
	6	Richmond House, outbuildings & Shelter	Richmond Park	01/04/2009	£1.00	£1,700,000.00	22/06/2022	Drewery & Wheeldon valuation
	7	Richmond Park Grounds	Morton Terrace	01/04/2009	£1.00	£1.00	01/04/2009	Cost
	8	Roses Sports Pavilion	Roses Sports Ground	01/04/2010	£1.00	£1,290,000.00	22/06/2022	Drewery & Wheeldon valuation
	9	Sports Field	Roses Sports Ground	01/04/2010	£1.00	£1.00	01/04/2010	Cost
	10	Marshalls Sports Pavilion	Marshalls Sports Ground	14/01/2011	£1.00	£2,000,000.00	22-Jun	Drewery & Wheeldon valuation
	11	Sports Field	Marshalls Sports Ground	14/01/2011	£1.00	£1.00	14/01/2011	Cost
	12	Aisby Walk Field	off Middlefield Lane	20/08/2010	£1.00	£1.00	Cost	Cost
	13	War Memorial	Parnell Street	23/03/2017	£1.00	£1.00	23.03.2017	Cost

Fixed Asset List

24/04/2024

14	Danes Road play area	Danes Road	31/01/2018	£1.00	£1.00	31.01.2018	Cost
15	St Georges Play area	off Lindsey Close	31/01/2018	£1.00	£1.00	31.01.2018	Cost
16	Mayflower Close play area	Mayflower Close	16/04/2018	£1.00	£1.00	16.04.2018	Cost
17	North Warren Allotments	North Warren Road	01/02/2003	£1.00	£90,000.00	01/02/2003	Valuation
				£17.00	£6,057,010.00		

PAPER H

Consolidated Balance Sheet

Unaudited

31/03/23

31/03/24

£

£

Current assets

0.00	Investments	0.00
0.00	Loans Made	0.00
0.00	Investment	0.00
0.00	Stocks	0.00
6,966.68	VAT Recoverable	12,766.33
34,602.26	Debtors	42,174.78
3,083.48	Payment in Advance	3,626.38
<u>569,682.51</u>	Cash in Hand & at Bank	<u>565,256.38</u>
614,334.93	TOTAL CURRENT ASSETS	623,823.87
<u>614,334.93</u>	TOTAL ASSETS	<u>623,823.87</u>

Current liabilities

0.00	Loans Received	0.00
0.00	Temporary Borrowing	0.00
0.00	VAT Payable	0.00
5,696.41	Creditors	51,648.95
0.00	Receipts in Advance	0.00
<u>5,696.41</u>	TOTAL CURRENT LIABILITIES	<u>51,648.95</u>
<u>608,638.52</u>	TOTAL ASSETS LESS CURRENT LIABILITIES	<u>572,174.92</u>
0.00	Deferred Liabilities	0.00
0.00	Deferred Credits	0.00
<u>0.00</u>		<u>0.00</u>
<u><u>608,638.52</u></u>	NET ASSETS	<u><u>572,174.92</u></u>

Represented by

210,953.40	General Fund	214,693.49
0.00	Mayors Charity Account	680.00
59,500.00	Roses AWP Sinking Fund	59,500.00
950.00	Roses Key Deposits	950.00
700.00	Marshalls Key Deposits	750.00
0.00	Levellings Key Deposit	0.00
2,000.00	Staff Training	2,000.00
0.00	Civic Service 23/24	1,600.00
0.00	Mayoral Expenses 23/24	400.00
4,840.00	Community Grants	3,110.00
22,000.00	Election Costs	21,391.77
2,500.00	Governance Support / Recruitment	1,000.00
26,000.00	Richmond House Maintenance	18,000.00
15,000.00	Richmond House Conservatory replacement	24,100.00
1,583.57	Richmond Park Toilet Renov	2,600.00
4,000.00	Richmond Park Compound Fence	6,000.00

Consolidated Balance Sheet

Unaudited

31/03/23		31/03/24
£		£
0.00	Aviary sale	1,000.00
0.00	Vehicle Returns	600.00
15,700.00	General Tree/hedge Maintenance & Survey	30,000.00
38,650.00	General Footpath/Road Maintenance	28,000.00
2,000.00	General Litter Bin refurb / replacement	3,000.00
5,500.00	General Green Waste Removal	1,250.00
	Electrics, Boiler, Solar	
5,500.00	Marshalls Pavilion Maintenance	9,400.00
8,000.00	Marshalls Ditch Clearance	3,000.00
15,118.00	Cemetery Topple Testing	15,118.00
5,000.00	Cemetery Boundary Fence Maint.	7,500.00
0.00	Cemetery Chapel Maintenance	4,725.00
	Sinking Fun	
47,000.00	Cemetery Extension B Land	55,000.00
0.00	Cemetery Compound	1,000.00
0.00	Cemetery Drainage, Toilets & Tapstands	3,240.00
10,500.00	General Play Equip Maint.	4,700.00
1,000.00	Wet Pour Repairs	2,000.00
2,217.17	Levellings Pavilion Maint.	2,217.17
400.00	Levellings Difibrillator	400.00
0.00	Love Lane Allotment Pond	3,889.00
2,000.00	Showfield Allotment Wall Maintenance	8,630.00
5,200.00	North Warren Allotment Fence	9,000.00
108.07	Foxby Hill Allotment Asso Funds	108.07
1,000.00	Silver Street Sculpture Maint	1,000.00
19,410.05	CIL	18,122.42
0.00	Armed Forces Day	2,500.00
26,000.00	Allotment Officer	0.00
2,000.00	Cemetery Woodland Burial	0.00
16,295.50	Levellings Future Development	0.00
18,000.00	Aisby Walk Skate Park repairs	0.00
6,000.00	Allotments Site Maintenance & promotion	0.00
4,012.76	Kings Coronation event	0.00
	Marshalls & Levellings	
2,000.00	Grounds Maint & Renovations	0.00
0.00	LONG TERM Investment Accounts	0.00
0.00	Liability Reserves e.g. deposits	0.00
608,638.52		572,174.92
397,685.12	Reserves total excluding general fund and liabilities	357,481.43
0.00	Reserves total of liabilities e.g. deposits	0.00
210,953.40	General fund total	214,693.49
608,638.52		572,174.92

Consolidated Balance Sheet

Unaudited

31/03/23

£

31/03/24

£

Notes:

0.00

Long Term Borrowing

0.00

Signed _____

Chairman

Date _____

AUDIT OPINION

Responsible Financial Officer

PAPER I

Income and Expenditure Account

Unaudited

31/03/23 £		31/03/24 £
	INCOME	
0.00	Public Realm	0.00
1,150.06	Events	2,052.40
0.00	Christmas Lights	0.00
19,203.15	Community Infrastructure Levy	15,212.37
0.00	Neighbourhood Plan	0.00
338.00	Mayors Charity	680.00
0.00	Interest on Investments	0.00
554,258.00	Precept	612,785.00
0.00	Employee Costs	0.00
29,413.77	Administration	16,324.79
5,927.46	Grounds Maintenance	5,938.97
8,578.42	Richmond Park & House	14,316.06
22,289.92	Sports Grounds	24,751.80
58,327.97	Cemeteries	47,411.26
0.00	Play Areas	8,000.00
10,563.72	Allotments	4,549.50
710,050.47	TOTAL INCOME	752,022.15
	EXPENDITURE	
290,543.89	Employee Costs	326,517.46
49,536.49	Administration	37,439.27
35,372.05	Grounds Maintenance	45,832.41
31,111.86	Richmond Park & House	48,422.99
33,245.86	Sports Grounds	41,673.36
24,746.68	Cemeteries	46,879.47
2,533.08	Play Areas	2,641.11
6,775.02	Allotments	15,667.63
3,221.24	Public Realm	3,518.76
6,045.90	Events	14,312.57
25,228.33	Christmas Lights	24,658.53
0.00	Community Infrastructure Levy	0.00
56,782.73	Ear Marked Reserves	180,922.19
0.00	Neighbourhood Plan	0.00
338.00	Mayors Charity	0.00
25.00	S. 137 Payments	0.00
	Capital reduction of long term borrowing	0.00
565,506.13	TOTAL EXPENDITURE	788,485.75

Income and Expenditure Account

31/03/23		31/03/24
£	EXPENDITURE	£
161,468.07	Balance as at 01/04/23	210,953.40
710,050.47	Add Total Income	752,022.15
<hr/>		<hr/>
871,518.54		962,975.55
565,506.13	Deduct Total Expenditure	788,485.75
<hr/>		<hr/>
0.00	Stock Adjustment	0.00
-95,059.01	Transfer to/ from reserves	40,203.69
210,953.40	Balance as at 31/03/24	214,693.49
<hr/> <hr/>		<hr/> <hr/>

Signed _____

Chair

Clerk / Responsible Financial Officer

PAPER J

I & E Accounts Analysis

Start of year 01/04/23

Balances at the start of the year

Ordinary Accounts

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

INCOME	1 Receipts	2 Debtors	3 Receipts in advance	4 Opening Debtors	5 Opening Receipts in advance	1+2-3-4+5 INCOME
Public Realm	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Events	£2,052.40	£0.00	£0.00	£0.00	£0.00	£2,052.40
Christmas Lights	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Community Infrastructure Levy	£15,212.37	£0.00	£0.00	£0.00	£0.00	£15,212.37
Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mayors Charity	£680.00	£0.00	£0.00	£0.00	£0.00	£680.00
Interest on Investments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Precept	£612,785.00	£0.00	£0.00	£0.00	£0.00	£612,785.00
Employee Costs	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Administration	£16,324.79	£0.00	£0.00	£0.00	£0.00	£16,324.79
Grounds Maintenance	£5,938.97	£0.00	£0.00	£0.00	£0.00	£5,938.97
Richmond Park & House	£14,378.42	£4,481.06	£0.00	£4,543.42	£0.00	£14,316.06
Sports Grounds	£15,277.82	£33,046.33	£0.00	£23,572.35	£0.00	£24,751.80
Cemeteries	£49,033.35	£4,272.16	£0.00	£5,894.25	£0.00	£47,411.26
Play Areas	£8,000.00	£0.00	£0.00	£0.00	£0.00	£8,000.00
Allotments	£4,766.51	£375.23	£0.00	£592.24	£0.00	£4,549.50
INCOME TOTAL	£744,449.63	£42,174.78	£0.00	£34,602.26	£0.00	£752,022.15

EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE
Employee Costs	£326,480.46	£37.00	£0.00	£0.00	£0.00	£326,517.46
Administration	£37,445.01	£993.24	£1,144.70	£923.52	£1,069.24	£37,439.27
Grounds Maintenance	£45,714.51	£838.87	£0.00	£720.97	£0.00	£45,832.41
Richmond Park & House	£44,127.65	£5,109.97	£642.01	£387.13	£214.51	£48,422.99
Sports Grounds	£37,598.61	£5,093.42	£624.23	£1,016.55	£622.11	£41,673.36
Cemeteries	£42,505.99	£4,485.08	£485.33	£87.97	£461.70	£46,879.47
Play Areas	£2,639.53	£0.00	£347.97	£0.00	£349.55	£2,641.11
Allotments	£16,095.92	£94.51	£382.14	£507.03	£366.37	£15,667.63
Public Realm	£3,348.44	£1,325.56	£0.00	£1,155.24	£0.00	£3,518.76
Events	£10,312.57	£4,000.00	£0.00	£0.00	£0.00	£14,312.57
Christmas Lights	£24,562.85	£95.68	£0.00	£0.00	£0.00	£24,658.53
Community Infrastructure Levy	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Ear Marked Reserves	£152,244.57	£29,575.62	£0.00	£898.00	£0.00	£180,922.19
Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Mayors Charity	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
S. 137 Payments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

I & E Accounts Analysis

Start of year 01/04/23

EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE
Capital reduction long term borrowing	0.00					0.00
EXPENDITURE TOTAL	<u>£743,076.11</u>	<u>£51,648.95</u>	<u>£3,626.38</u>	<u>£5,696.41</u>	<u>£3,083.48</u>	<u>£788,485.75</u>

PAPER K

Income and Expenditure Figures by Budget Headings

INCOME	1 Receipts	2 Debtors	3 Receipts in advance	4 Opening Debtors	5 Opening Receipts in advance	1+2-3-4+5 INCOME	INCOME Last year	INCOME Variance	Annual Return Box
<u>Administration</u>									
105 WLDC Precept Contribution	£100.00	£0.00	£0.00	£0.00	£0.00	£100.00	£100.00		3 Receipts
201 VAT overclaim	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£-171.47		3 Receipts
205 Bank Interest	£14,666.88	£0.00	£0.00	£0.00	£0.00	£14,666.88	£2,833.35		3 Receipts
210 Insurance Reimbursement (GTF)	£1,557.91	£0.00	£0.00	£0.00	£0.00	£1,557.91	£-424.47		3 Receipts
215 Legal Fee Reinbursement	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
220 Subject Access Request / FOI	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
225 Insurance Claims	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£27,076.36		3 Receipts
Total Administration	£16,324.79	£0.00	£0.00	£0.00	£0.00	£16,324.79	£29,413.77	-44.50%	-£13,088.98
<u>Allotments</u>									
800 Allotments	£3,769.01	£7.73	£0.00	£592.24	£0.00	£3,184.50	£9,671.22		3 Receipts
815 Garage Space Ropery Road	£997.50	£367.50	£0.00	£0.00	£0.00	£1,365.00	£892.50		3 Receipts
Total Allotments	£4,766.51	£375.23	£0.00	£592.24	£0.00	£4,549.50	£10,563.72	-56.93%	-£6,014.22
<u>Cemeteries</u>									
600 General Cemetery	£49,033.35	£4,272.16	£0.00	£5,894.25	£0.00	£47,411.26	£58,563.77		3 Receipts
610 North Warren Cemetery		£0.00	£0.00	£0.00	£0.00	£0.00	£-235.80		3 Receipts
Total Cemeteries	£49,033.35	£4,272.16	£0.00	£5,894.25	£0.00	£47,411.26	£58,327.97	-18.72%	-£10,916.71
<u>Christmas Lights</u>									
1100 Shop Christmas Tree Scheme	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
Total Christmas Lights	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%	£0.00
<u>Community Infrastructure Levy</u>									
14000 CIL	£15,212.37	£0.00	£0.00	£0.00	£0.00	£15,212.37	£19,203.15		3 Receipts
Total Community Infrastructure Lev	£15,212.37	£0.00	£0.00	£0.00	£0.00	£15,212.37	£19,203.15	-20.78%	-£3,990.78
<u>Events</u>									
1005 Richmond Park	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts

Income and Expenditure Figures by Budget Headings

INCOME	1 Receipts	2 Debtors	3 Receipts in advance	4 Opening Debtors	5 Opening Receipts in advance	1+2-3-4+5 INCOME	INCOME Last year	INCOME Variance	Annual Return Box
1015 Marshalls Sports Ground	£552.40	£0.00	£0.00	£0.00	£0.00	£552.40	£150.06		3 Receipts
1030 Levellings Playing Field	£1,000.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00		3 Receipts
1040 Aisby Walk Playing Field	£500.00	£0.00	£0.00	£0.00	£0.00	£500.00	£0.00		3 Receipts
Total Events	£2,052.40	£0.00	£0.00	£0.00	£0.00	£2,052.40	£1,150.06	78.46%	£902.34
<u>Grounds Maintenance</u>									
300 Vehicle Hire	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
310 LCC Contribution towards Highwa	£5,814.17	£0.00	£0.00	£0.00	£0.00	£5,814.17	£5,307.66		3 Receipts
320 Sale of Grounds Equipment	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
330 Scrap	£124.80	£0.00	£0.00	£0.00	£0.00	£124.80	£619.80		3 Receipts
Total Grounds Maintenance	£5,938.97	£0.00	£0.00	£0.00	£0.00	£5,938.97	£5,927.46	0.19%	£11.51
<u>Mayors Charity</u>									
1200 Events & Donations	£680.00	£0.00	£0.00	£0.00	£0.00	£680.00	£338.00		3 Receipts
Total Mayors Charity	£680.00	£0.00	£0.00	£0.00	£0.00	£680.00	£338.00	101.18%	£342.00
<u>Neighbourhood Plan</u>									
1300 Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
Total Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%	£0.00
<u>Play Areas</u>									
700 Funding	£8,000.00	£0.00	£0.00	£0.00	£0.00	£8,000.00	£0.00		3 Receipts
Total Play Areas	£8,000.00	£0.00	£0.00	£0.00	£0.00	£8,000.00	£0.00	100.00%	£8,000.00
<u>Precept</u>									
100 Precept	£612,785.00	£0.00	£0.00	£0.00	£0.00	£612,785.00	£554,258.00		2 Precept
Total Precept	£612,785.00	£0.00	£0.00	£0.00	£0.00	£612,785.00	£554,258.00	10.56%	£58,527.00
<u>Public Realm</u>									

Income and Expenditure Figures by Budget Headings

INCOME	1 Receipts	2 Debtors	3 Receipts in advance	4 Opening Debtors	5 Opening Receipts in advance	1+2-3-4+5 INCOME	INCOME Last year	INCOME Variance	Annual Return Box
900 Corringham Road Roundabout	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
910 War Memorial Project	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
920 Bus Shelters	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		3 Receipts
Total Public Realm	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%	£0.00
<u>Richmond Park & House</u>									
400 Richmond Park	£14,378.42	£4,481.06	£0.00	£4,543.42	£0.00	£14,316.06	£8,578.42		3 Receipts
Total Richmond Park & House	£14,378.42	£4,481.06	£0.00	£4,543.42	£0.00	£14,316.06	£8,578.42	66.88%	£5,737.64
<u>Sports Grounds</u>									
500 Roses	£0.00	£31,000.00	£0.00	£23,250.00	£0.00	£7,750.00	£7,750.00		3 Receipts
510 Marshalls	£14,386.72	£1,775.13	£0.00	£322.35	£0.00	£15,839.50	£13,679.07		3 Receipts
520 Levellings	£891.10	£271.20	£0.00	£0.00	£0.00	£1,162.30	£860.85		3 Receipts
Total Sports Grounds	£15,277.82	£33,046.33	£0.00	£23,572.35	£0.00	£24,751.80	£22,289.92	11.04%	£2,461.88
EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE	EXPENDITURE Last year	EXPENDITURE Variance	Annual Return Box
<u>Administration</u>									
2000 Office Supplies & Telecom	£11,348.51	£521.74	£0.00	£264.52	£0.00	£11,605.73	£11,554.73		6 Payments
2010 Publicity	£0.00	£240.00	£0.00	£0.00	£0.00	£240.00	£120.00		6 Payments
2020 Subscriptions	£3,020.74	£0.00	£0.00	£0.00	£0.00	£3,020.74	£3,077.71		6 Payments
2030 Democratic & Civic	£1,635.15	£0.00	£373.31	£0.00	£386.26	£1,648.10	£2,019.77		6 Payments
2040 Grants	£2,000.00	£0.00	£0.00	£0.00	£0.00	£2,000.00	£2,025.00		6 Payments
2060 Insurance	£12,082.06	£0.00	£0.00	£0.00	£0.00	£12,082.06	£18,998.39		6 Payments
2070 HR & Finances	£4,768.15	£231.50	£771.39	£159.00	£682.98	£4,752.24	£10,037.97		6 Payments
2080 Legal Fees	£2,590.40	£0.00	£0.00	£500.00	£0.00	£2,090.40	£2,011.20		6 Payments
Total Administration	£37,445.01	£993.24	£1,144.70	£923.52	£1,069.24	£37,439.27	£49,536.49	-24.42%	-£12,097.22

Income and Expenditure Figures by Budget Headings

EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE	EXPENDITURE Last year	EXPENDITURE Variance	Annual Return Box
<u>Allotments</u>									
8000 Foxby Hill	£3,364.02	£0.00	£0.00	£134.11	£0.00	£3,229.91	£2,116.00		6 Payments
8010 Love Lane	£7,694.31	£0.00	£0.00	£10.82	£0.00	£7,683.49	£1,170.25		6 Payments
8020 North Warren	£1,254.17	£0.00	£0.00	£0.00	£0.00	£1,254.17	£98.46		6 Payments
8030 Showfield	£644.99	£0.00	£0.00	£208.33	£0.00	£436.66	£608.33		6 Payments
8040 Spital Hill	£2,232.93	-£0.49	£0.00	£153.77	£0.00	£2,078.67	£1,350.97		6 Payments
8050 Love Lane Garage Site	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£185.82		6 Payments
8060 All Sites	£905.50	£95.00	£382.14	£0.00	£366.37	£984.73	£1,321.56		6 Payments
Total Allotments	£16,095.92	£94.51	£382.14	£507.03	£366.37	£15,667.63	£6,775.02	131.26%	£8,892.61
<u>Cemeteries</u>									
6000 General Cemetery	£41,641.47	£4,485.08	£485.33	£87.97	£461.70	£46,014.95	£24,223.50		6 Payments
6010 North Warren Cemetery	£864.52	£0.00	£0.00	£0.00	£0.00	£864.52	£823.35		6 Payments
Total Cemeteries	£42,505.99	£4,485.08	£485.33	£87.97	£461.70	£46,879.47	£24,746.68	89.44%	£22,132.79
<u>Christmas Lights</u>									
11010 Anchor Point / Electrical Testin	£1,573.67	£500.00	£0.00	£0.00	£0.00	£2,073.67	£1,291.95		6 Payments
11020 Electrical Contractor - Main Lig	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
11030 Electrical Contractor - Shop Tre	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
11040 Market Place Christmas Tree	£1,000.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£0.00		6 Payments
11050 Blachere Contract	£19,497.48	£0.00	£0.00	£0.00	£0.00	£19,497.48	£19,817.48		6 Payments
11055 Electrical Contractor for potenti	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
11060 Trinity Street Electricity	£1,875.28	-£404.32	£0.00	£0.00	£0.00	£1,470.96	£4,118.90		6 Payments
11070 Lamp Post Electricity	£616.42	£0.00	£0.00	£0.00	£0.00	£616.42	£0.00		6 Payments
Total Christmas Lights	£24,562.85	£95.68	£0.00	£0.00	£0.00	£24,658.53	£25,228.33	-2.26%	-£569.80
<u>Ear Marked Reserves</u>									
12000 Ear Marked Reserves	£152,244.57	£29,575.62	£0.00	£898.00	£0.00	£180,922.19	£52,953.51		6 Payments
Total Ear Marked Reserves	£152,244.57	£29,575.62	£0.00	£898.00	£0.00	£180,922.19	£56,782.73	218.62%	£124,139.46

Income and Expenditure Figures by Budget Headings

EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE	EXPENDITURE Last year	EXPENDITURE Variance	Annual Return Box
<u>Employee Costs</u>									
1000 Payroll	£320,061.34	£0.00	£0.00	£0.00	£0.00	£320,061.34	£286,137.70		4 Staff
1010 Travel and Training	£3,599.74	£0.00	£0.00	£0.00	£0.00	£3,599.74	£3,061.47		6 Payments
1020 Workwear & ID	£2,819.38	£37.00	£0.00	£0.00	£0.00	£2,856.38	£1,344.72		6 Payments
Total Employee Costs	£326,480.46	£37.00	£0.00	£0.00	£0.00	£326,517.46	£290,543.89	12.38%	£35,973.57
<u>Events</u>									
10010 Mayflower 400 (Illuminate)	£0.00	£1,000.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00		6 Payments
10020 Armed Forces Day	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
10030 Queen's Platinum Jubilee	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
10035 King Charles III Coronation	£5,000.00	£0.00	£0.00	£0.00	£0.00	£5,000.00	£0.00		6 Payments
10040 Remembrance Sunday	£170.01	£0.00	£0.00	£0.00	£0.00	£170.01	£45.90		6 Payments
10050 Local Event Support	£0.00	£3,000.00	£0.00	£0.00	£0.00	£3,000.00	£0.00		6 Payments
11000 Switch On Event	£5,142.56	£0.00	£0.00	£0.00	£0.00	£5,142.56	£5,000.00		6 Payments
Total Events	£10,312.57	£4,000.00	£0.00	£0.00	£0.00	£14,312.57	£6,045.90	136.73%	£8,266.67
<u>Grounds Maintenance</u>									
3000 Vehicle Costs	£17,018.90	£479.08	£0.00	£618.39	£0.00	£16,879.59	£17,101.23		6 Payments
3010 Grounds Maintenance - All Sites	£27,122.40	£359.79	£0.00	£0.00	£0.00	£27,482.19	£17,352.53		6 Payments
3020 Cleaning Products	£1,573.21	£0.00	£0.00	£102.58	£0.00	£1,470.63	£918.29		6 Payments
Total Grounds Maintenance	£45,714.51	£838.87	£0.00	£720.97	£0.00	£45,832.41	£35,372.05	29.57%	£10,460.36
<u>Mayors Charity</u>									
14005 Mayor Events (HSBC)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
14010 Mayors Charity Donation (HSB)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£338.00		6 Payments
Total Mayors Charity	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£338.00	-100.00%	-£338.00
<u>Neighbourhood Plan</u>									
13000 Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments

Income and Expenditure Figures by Budget Headings

EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE	EXPENDITURE Last year	EXPENDITURE Variance	Annual Return Box
Total Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%	£0.00
<u>Play Areas</u>									
7000 Play Equipment Maintenance	£505.53	£0.00	£0.00	£0.00	£0.00	£505.53	£300.24		6 Payments
7005 Wet Pour Maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£940.00		6 Payments
7010 Levellings		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
7020 Aisby Walk	£948.00	£0.00	£0.00	£0.00	£0.00	£948.00	£517.69		6 Payments
7030 Danes Road	£20.00	£0.00	£0.00	£0.00	£0.00	£20.00	£0.00		6 Payments
7040 Mayflower Close		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
7050 Sandsfield Lane North		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
7080 St Georges		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
7090 Play Area Inspections	£1,166.00	£0.00	£347.97	£0.00	£349.55	£1,167.58	£1,124.70		6 Payments
Total Play Areas	£2,639.53	£0.00	£347.97	£0.00	£349.55	£2,641.11	£2,533.08	4.26%	£108.03
<u>Public Realm</u>									
9000 Roundabouts / Islands		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
9010 Street Furniture	£2,963.44	£1,325.56	£0.00	£1,155.24	£0.00	£3,133.76	£2,836.24		6 Payments
9020 War Memorial	£385.00	£0.00	£0.00	£0.00	£0.00	£385.00	£385.00		6 Payments
9030 Gainsborough in Bloom	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
9040 Community Rail Partnership	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		6 Payments
Total Public Realm	£3,348.44	£1,325.56	£0.00	£1,155.24	£0.00	£3,518.76	£3,221.24	9.24%	£297.52
<u>Richmond Park & House</u>									
4000 Richmond Park & House	£44,127.65	£5,109.97	£642.01	£387.13	£214.51	£48,422.99	£30,939.94		6 Payments
Total Richmond Park & House	£44,127.65	£5,109.97	£642.01	£387.13	£214.51	£48,422.99	£31,111.86	55.64%	£17,311.13
<u>Sports Grounds</u>									
5000 Roses	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£375.46		6 Payments
5010 Marshalls	£34,695.59	£4,494.97	£624.23	£872.04	£622.11	£38,316.40	£31,365.10		6 Payments
5020 Levellings	£2,903.02	£598.45	£0.00	£144.51	£0.00	£3,356.96	£2,003.81		6 Payments

Income and Expenditure Figures by Budget Headings

EXPENDITURE	1 Payments	2 Creditors	3 Payments in advance	4 Opening Creditors	5 Opening Payments in advance	1+2-3-4+5 EXPENDITURE	EXPENDITURE Last year	EXPENDITURE Variance	Annual Return Box
Total Sports Grounds	£37,598.61	£5,093.42	£624.23	£1,016.55	£622.11	£41,673.36	£33,245.86	25.35%	£8,427.50

PAPER L

Summary Trial Balance

Year ending 31/03/24

	Credit	Debit
Income		
Public Realm	0.00	
Events	2,052.40	
Christmas Lights	0.00	
Community Infrastructure Levy	15,212.37	
Neighbourhood Plan	0.00	
Precept	612,785.00	
Mayors Charity	680.00	
Interest on Investments	0.00	
Employee Costs	0.00	
Administration	16,324.79	
Grounds Maintenance	5,938.97	
Richmond Park & House	14,316.06	
Sports Grounds	24,751.80	
Cemeteries	47,411.26	
Play Areas	8,000.00	
Allotments	4,549.50	
	<hr/>	
Income Total	752,022.15	
Expenditure		
Employee Costs		326,517.46
Administration		37,439.27
Grounds Maintenance		45,832.41
Richmond Park & House		48,422.99
Sports Grounds		41,673.36
Cemeteries		46,879.47
Play Areas		2,641.11
Allotments		15,667.63
Public Realm		3,518.76
Events		14,312.57
Christmas Lights		24,658.53
Community Infrastructure Levy		0.00
Ear Marked Reserves		180,922.19
Neighbourhood Plan		0.00
Mayors Charity		0.00
S. 137 Payments		0.00
Capital reduction of long term borrowing		0.00
		<hr/>
Expenditure Total		788,485.75

Summary Trial Balance

Expenditure

Balance Sheet Assets

Stocks		0.00
Stock Adjustment		0.00
VAT Recoverable		12,766.33
Debtors		42,174.78
Payment in Advance		3,626.38
Cash in Hand & at Bank		565,256.38
Investments		0.00
Long term assets		0.00
Loans Made		0.00

Balance Sheet Liabilities

Loans Received	0.00	
VAT Payable	0.00	
Creditors	51,648.95	
Receipts in Advance	0.00	
Reserves (at start of year)	608,638.52	
Trial Balance Total	1,412,309.62	1,412,309.62

Total of credits and debits match.

PAPER M

Section 2 – Accounting Statements 2023/24 for

Gainsborough Town Council

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	464,094	608,639	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	554,258	612,785	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	155,792	139,237	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	286,138	320,061	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	279,368	468,424	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	608,639	572,175	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	569,683	565,256	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	6,991,840	7,089,018	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

25/04/2024

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

PAPER N