

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 Michael Devine

Councillor Paul Hooton

Councillor Liam Muggridge

Councillor Kenneth Woolley

Councillor Nicholas Coxon

Councillor David Dobbie

Councillor Paul Key

Councillor James Plastow

Notice is hereby given that a meeting of the **Finance and Strategy Committee** which will be held on **Tuesday 26 November 2024** commencing at **6:30pm** 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

FS25/080 Apologies for Absence

To note apologies for absence.

FS25/081 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](#) 3.6 – 3.9 for details.

FS25/082 Declarations of Interest

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

FS25/083 Dispensation Requests

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

FS25/084 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.

FS25/085 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 22 October 2024 (pages 4 to 8)

FS25/086 Finance Reports

To receive and consider for approval the following financial reports:

- i. Unpaid Expenditure Transactions for 21 November 2024 **Paper B** (pages 9 to 15)
- ii. Cashbook Summary (including due and unpaid transactions) for 21 November 2024 **Paper C** (pages 16 to 17)
- iii. Budget Comparison Report (including due and unpaid transactions) for 21 November 2024 **Paper D** (pages 18 to 35)

FS25/087 Bank Reconciliation

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

Paper E (pages 36 to 49)

FS25/088 Draft 2025 / 2026 Budget & Estimate

To consider draft proposed budget for 2025/26 and consider and agree precept estimate for submission to WLDC.

Paper G (pages 50 to 72)

FS25/089 Items for Notification

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

- i. Strategic Plan
- ii. Registrar Lease renewal
- iii. Filming and Recording Meetings Policy Review
- iv. Public Participation at Meetings Policy Review
- v. Communications Policy Review
- vi. GDPR Policy Review
- vii. Councillor Vacancy (Co-option) Policy Review
- viii. Employee / Councillor Protocol Review
- ix. Social Media Policy Review
- x. Publication Scheme & FOI Review
- xi. Pensions Discretionary Policy Review
- xii. Member Training and Development Policy Review
- xiii. LCAS Quality Status submission – July 2025

FS25/090 Time and Date of Next Meeting

To note the date and time of the next Finance and Strategy Committee meeting is scheduled for **Wednesday** 18 December 2024 at 6:30pm.

Rachel Allbones

Town Clerk
Richmond House
Gainsborough

Thursday, 21 November 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 22 October 2024** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Nigel Bowler (Chair)
 Councillor Nicholas Coxon
 Councillor David Dobbie (arrived at 6:43pm)
 Councillor Kenneth Woolley
 Councillor Michael Devine
 Councillor Paul Key

In Attendance:
 Rachel Allbones
 Town Clerk & Responsible Finance Officer (TC)

FS25/064 Apologies for Absence

Apologies for absence were received from Councillor J Plastow.

FS25/065 Public Participation Period

No public in attendance.

FS25/066 Declarations of Interest

No declarations of interest were made.

FS25/067 Dispensation Requests

No dispensation requests were received.

FS25/068 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from items FS25/074, FS25/075 and FS25/076 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS25/069 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 24 September 2024 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillors Bowler and Woolley abstained from voting on the above resolution.

Initialled:

FS25/070 Finance Reports (Papers B, C & D)

Note: Councillor Dobbie arrived at the meeting at 6:43pm.

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

- i. Unpaid Expenditure Transactions for 17 October 2024
- ii. Cashbook Summary (including due and unpaid transactions) for 17 October 2024
- iii. Budget Comparison Report (including due and unpaid transactions) for 17 October 2024

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

FS25/071 Bank Reconciliation (Paper E)

RESOLVED: to approve and sign the monthly bank reconciliations for 30 September 2024.

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

FS25/072 Record Retention Policy (Paper F)

RESOLVED: to adopt the reviewed Record Retention Policy.

FS25/073 Investments (Paper G)

At the request of Councillor Dobbie a recorded vote was taken as follows: -

For: Councillors Bowler, Devine, Dobbie and Woolley

Against: Councillor Key

Abstained: Councillor Coxon

RESOLVED: to **RECOMMEND TO FULL COUNCIL:** -

- i. To invest in an instant access account.
- ii. To invest with CCLA Public Sector Deposit Fund (PSDF).
- iii. To initially invest £200,000 (made up of Roses Sinking Fund, Cemetery Extension sinking fund, CIL + £50,000).
- iv. That the Town Clerk / RFO in consultation with the Finance and Strategy Chair manages the flow of the fund and report the Finance and Strategy Committee initially on a monthly basis.

FS25/074 Cemetery Fees (Paper H)

RESOLVED: to

- i. Request 1 – Reduce the additional non-resident charge by 40% due to details contained within the report.

Note: Councillors Dobbie and Key voted against the above resolution.

- ii. Request 2 – Waiver the fee due to details contained within the report.

FS25/075 Complaints (Paper I)

RESOLVED: to **NOTE** the report.

FS25/076 Debtor Report (Paper J)

RESOLVED: to: -

- i. Note the debtor in 3.1 of the report

Initialled:

- ii. Send a final demand letter to the debtor in 3.2 of the report.

RESOLVED: under Standing Order 3.25 to approve for meeting to exceed a period of two (2) hours.

FS25/077 Budget 2025 / 2026

RESOLVED: to **NOTE** proposed budget requirements for 2025/26 for this Committee and discuss further at the next meeting.

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

- Administration

It was proposed and seconded that the allocation of Community Grants is by Finance and Strategy Committee.

At the request of Councillor Dobbie a recorded vote was taken as follows: -

For: Councillors Bowler, Devine, Key and Woolley

Against: Councillor Coxon

Abstained: Councillor Dobbie

RESOLVED: to **REJECT the recommendation from Property and Services Committee** to reallocate of the Community Grants budget (2040/2) to the Property and Services Committee from Finance and Strategy Committee.

RESOLVED: to **RECOMMEND TO FULL COUNCIL** to: -

- i. amend Structure and Functions document in order for Finance and Strategy Committee to allocate Community Grants as follows: -
 - a) 3.15 Community Grants Policy to Finance and Strategy Committee
 - b) Removal of 9.23 *Consider and determine applications for grant aid in accordance with Community Grants Policy* and reallocate to a new 6.26.
 - c) 10.1 Community Grants to Finance and Strategy Committee
- ii. Amend Community Grants Policy as follows: -
 - a) 1.3, 4.6 & Part B replace Property and Services Committee with Finance and Strategy Committee.

RESOLVED: to reallocate of the Payroll Services (2070/3), HR Provider (2070/6), Occupational Health (2070/7) and Recruitment (2070/8) budgets to the Personnel Committee from Finance and Strategy Committee.

FS25/078 Items for Notification

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

- i. 2025 / 2026 Budget – November
- ii. Rolling Project Plan - November
- iii. Strategic Plan
- iv. Registrar Lease renewal
- v. Filming and Recording Meetings Policy Review
- vi. Public Participation at Meetings Policy Review
- vii. Communications Policy Review
- viii. GDPR Policy Review
- ix. Councillor Vacancy (Co-option) Policy Review

- x. Employee / Councillor Protocol Review
- xi. Social Media Policy Review
- xii. Publication Scheme & FOI Review
- xiii. Pensions Discretionary Policy Review
- xiv. Member Training and Development Policy Review
- xv. LCAS Quality Status submission – July 2025

FS25/079 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 26 November 2024 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 8:40pm.

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
21833	BP241105B	18/10/2024	£70.00	£0.00	£70.00	70.00	Farnells Pest Control - Wasp nest removal	General Cemetery	
21834	BP241025P	17/09/2024	£45.42	£7.57	£37.85	45.42	Gainsborough Motaquip Ltd - 10 Ltr Ad-blue	Vehicles	
21835	BP241025L	17/10/2024	£1,449.60	£241.60	£1,208.00	1,449.60	Online Playgrounds - x4 Chains and x6 shackles	St Georges Play Area	
21836	BP241025D	18/10/2024	£1,000.00	£166.67	£833.33	1,000.00	Gainsborough Skip Hire - Skip hire	Allotments	
21844	BP241025D	22/10/2024	£250.00	£41.67	£209.33	250.00	Gainsborough Skip Hire - Skip hire	North Warren Allotments	
21840	BP241106	23/10/2024	£5,000.00	£0.00	£5,000.00	5,000.00	West Lindsey District Council - Contribution towards Christmas Lights festival	Chirstmas lights	
21841	BP241106B	22/10/2024	£2,900.00	£0.00	£2,900.00	2,900.00	Richard Lancaster - Tree safety assessment and report	Tree survey	
21842	BP241106C	23/10/2024	£486.00	£81.00	£405.00	486.00	A Price Electrical Ltd - Investigate loss of power in change rooms and supply and install new fan	Marshalls main pavilion	
21845	BP241025Q	17/10/2024	£228.00	£38.00	£190.00	228.00	Pear Technology Services Ltd - Renumbering North Warren cemetery map	Burial software	
21846	BP2411	23/10/2024	£27.98	£4.66	£23.32	27.98	Lincolnshire Bearings and Fasteners Ltd - Rivot gun, Torx key	Play Equipment Maintenance	
21850	BP241106D	31/10/2024	£3,360.00	£560.00	£2,800.00	3,360.00	DS Heating & Plumbing - Supplied and fitted combi boiler	Richmond House	
21851	BP2411	29/10/2024	£29.95	£4.99	£24.96		Trade UK - X5 white spray paint	Grave Digging	
21871	BP2411	31/10/2024	£8.95	£1.49	£7.46		Trade UK - 1 x Arctic Hayes Crack-it Shock Release Spray 400ml	Play Equipment Maintenance	
21902	BP2411	13/11/2024	£11.98	£2.00	£9.98		Trade UK - X2 cans of Yellow hi-vis spray paint.	General Cemetery	
21903	BP2411	08/11/2024	£51.12	£7.35	£43.77		Trade UK - Hiviz jacket, vests and hard hat	Workwear	
21904	BP2411	13/11/2024	-£28.89	-£4.82	-£24.07	73.11	Trade UK - Hiviz jacket	Workwear	
21852	BP2411	31/10/2024	£640.88	£106.81	£534.07		F5 Computing Ltd - Microsoft 365 & back ups	IT Services	
21853	BP2411	31/10/2024	£633.00	£105.50	£527.50	1,273.88	F5 Computing Ltd - Computer and email maintenance and RAM upgrades	IT Services	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21866	BP241106E	16/10/2024	£850.00	£141.67	£708.33	850.00	Doddington Farms LLP - Norway spruce 29'7" - 31'2"	Christmas Lights	
21867	BP241106F	04/11/2024	£27.50	£0.00	£27.50	27.50	Royal British Legion - Poppy wreath	Remembrance Sunday	
21868	BP2411	31/10/2024	£249.37	£41.56	£207.81	249.37	High Street Garage - Fuel	Vehicles	
21869	BP2411	31/10/2024	£1,144.57	£190.76	£953.81		Glendale Managed Services Ltd - Grass verge cutting (14 October)	Grass Verges	
21870	BP2411	31/10/2024	£1,479.60	£246.60	£1,233.00	2,624.17	Glendale Managed Services Ltd - Hedge cutting and dyke clearance	Marshalls	
21872	BP2411	01/11/2024	£5.98	£1.00	£4.98	5.98	Howden Joinery Ltd - Toilet door handle	Richmond Park	
21873	BP2411	06/11/2024	£125.00	£0.00	£125.00	125.00	Burton & Dyson Solicitors - Half years rent	Spital Hill Allotments	
21874	BP2411	09/04/2024	£12,394.20	£2,065.70	£10,328.50	12,394.20	Blachere Illumination UK Limited - Christmas lights install (Year 2)	Christmas Lights	
21875	BP2411	29/10/2024	£90.00	£15.00	£75.00	90.00	HAGS-SMP Ltd - CLAMP SET(8pcs)316 ST.ST. Richmond rocker	Play Equipment Maintenance	
21898	BP2411	18/11/2024	£420.00	£70.00	£350.00	420.00	J Bradshaw and Sons Ltd - Christmas Tree delivery	Christmas lights	
21899	BP2411	16/11/2024	£2,220.00	£370.00	£1,850.00	2,220.00	Retford Memorials - Grave digging XLNC0018, XDCO0280, XGCO0070	Grave digging	
21900	BP2411	13/11/2024	£250.00	£41.67	£208.33	250.00	Gainsborough Skip Hire - Skip hire	Richmond Park	
21901	BP2411	14/11/2024	£420.00	£70.00	£350.00	420.00	DJ Cleaning Ltd - Asbestos removal	North Warren Allotments	
21905	BP2411	14/11/2024	£210.00	£35.00	£175.00	210.00	DS Heating & Plumbing - Boiler service & fit 3trvs in meeting room	Richmond House	
21906	BP2411	12/11/2024	£77.50	£0.00	£77.50	77.50	Royal British Legion - X2 Poppy wreaths	Remembrance	
21907	BP2411	12/11/2024	£724.20	£120.70	£603.50	724.20	Portland Towing Centre Ltd - Trailer service	Trailer Maintenance	
21908	BP2411	06/11/2024	£21.60	£3.60	£18.00	21.60	Gainsborough Motaquip Ltd - X2 Number plates	Trailer Maintenance	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21909	BP241119B	13/11/2024	£190.40	£31.73	£158.67	190.40	B & M - 160 Selection boxes	Christmas Lights switch on	
21910	BP241119	20/11/2024	£80.00	£0.00	£80.00	80.00	Army Benevolent Fund - x2 Curry Lunch tickets	Mayoral expenses	
21911	BP2411	15/10/2024	£333.60	£55.60	£278.00	333.60	Agri-Gem Ltd - X40 Ongar Loam 25kg	Marshalls Cricket Maintenance	
21912	BP241121B	20/11/2024	£46.00	£0.00	£46.00	46.00	Tower Concrete and Nursery - Memorial tree and bedding plants	Richmond Park	
21915	BP2411	21/11/2024	£420.00	£0.00	£420.00	420.00	A J Douce Roofing - Replace broken tiles and remove rubbish from roof	Levellings changing rooms	
21913	CC2411	24/10/2024	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up	Staff mobile	
21914	CC2412	18/11/2024	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up	Staff mobile	
21882	CC241105	25/10/2024	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up	Staff mobile	
21883	CC2411	17/11/2024	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up	Staff mobile	
21884	CC2412	29/10/2024	£19.97	£3.33	£16.64	19.97	Adobe Systems Software Ireland Ltd - Adobe Acrobat Pro DC Subscription	IT Services	
21856	CC2412	30/10/2024	£5.69	£0.95	£4.74	5.69	Nex Gen Tech Solutions Ltd - Refillable gas fire lighters	Foxby Hill Allotments	
21857	CC2412	30/10/2024	£3.95	£0.66	£3.29	3.95	Amazon EU SARL - Quickfire fire lighters	Foxby Hill Allotments	
21858	CC2412	31/10/2024	£12.90	£2.15	£10.75	12.90	Amazon EU SARL - Small garden incinerator	Foxby Hill Allotments	
21854	CC241105	28/10/2024	£17.79	£2.96	£14.83	17.79	Amazon EU SARL - Wooden gavel and block	Mayoral Expenses	
21855	CC2412	29/10/2024	£92.29	£15.38	£76.91	92.29	Britannia Safety Ltd - Work boots (JB) (£26.91 to be returned through payroll)	Workwear	
21847	CC241105	15/10/2024	£43.96	£7.32	£36.64	43.96	Amazon EU SARL - Bat boxes	Love Lane Pond	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21848	CC241105	21/10/2024	£10.98	£0.00	£10.98	10.98	Amazon EU SARM - White vinegar	Love Lane Pond	
21843	CC241105	24/10/2024	£106.47	£17.75	£88.72	106.47	Get Grants Ltd - Bid-Writing for Charities and Community Groups Training Course	Staff Training	
21884	CC2412	29/10/2024	£19.97	£3.33	£16.64	19.97	Adobe Systems Software Ireland Ltd - Adobe Acrobat Pro DC Subscription	IT Services	Monthly
21839	DD241024	24/10/2024	£93.50	£15.58	£77.92	93.50	Stallard Kane Associates Ltd - Employment Law Services	HR Services	Monthly
21829	DD2411	01/11/2024	£110.02	£0.00	£110.02		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
21830	DD2411	01/11/2024	£54.22	£0.00	£54.22		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
21831	DD2411	01/11/2024	£171.17	£0.00	£171.17		West Lindsey District Council - Refuse & recycling service	General Cemetery	Monthly
21832	DD2411	01/11/2024	£42.79	£0.00	£42.79	378.20	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
21892	DD2412	01/12/2024	£110.02	£0.00	£110.02		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
21893	DD2412	01/12/2024	£54.22	£0.00	£54.22		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
21894	DD2412	01/12/2024	£171.17	£0.00	£171.17		West Lindsey District Council - Refuse & recycling service	General Cemetery	Monthly
21895	DD2412	01/12/2024	£42.79	£0.00	£42.79	378.20	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
21877	DD241115B	01/11/2024	£79.00	£0.00	£79.00		West Lindsey District Council - Non-Domestic Rates	North Warren Cemetery	Monthly
21878	DD241115C	01/11/2024	£612.00	£0.00	£612.00		West Lindsey District Council - Non-Domestic Rates	General Cemetery	Monthly
21879	DD241115D	01/11/2024	£936.00	£0.00	£936.00		West Lindsey District Council - Non-Domestic Rates	Marshalls	Monthly
21880	DD241115E	01/11/2024	£283.00	£0.00	£283.00	1,910.00	West Lindsey District Council - Non-Domestic Rates	Richmond Park	Monthly
21860	DD241118B	02/11/2024	£39.56	£1.88	£37.68		British Gas Business - Electricity usage	Levelling's	29/9/24 - 30/10/24
21861	DD241118C	02/11/2024	£64.83	£3.09	£61.74		British Gas Business - Electricity usage	Marshalls External Changing	29/9/24 - 30/10/24
21862	DD241118	02/11/2024	£241.10	£11.48	£229.62		British Gas Business - Electricity usage	Richmond House Flat	29/9/24 - 30/10/24
21863	DD2411	05/11/2024	£304.27	£14.48	£289.79		British Gas Business - Electricity usage	Marshalls Main Pavilion	1/10/24 - 31/10/24
21885	DD2411	08/11/2024	£10.90	£0.52	£10.38		British Gas Business - Electricity usage	Marshalls Bowls Pavilion	6/10/24 - 5/11/24
21886	DD2411	08/11/2024	£11.82	£0.56	£11.26		British Gas Business - Electricity usage	General Cemetery	5/10/24 - 5/11/24

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21887	DD2411	10/11/2024	£198.98	£9.48	£189.50	871.46	British Gas Business - Electricity usage	Richmond Park Greenhouse	5/10/24 - 5/11/24
21888	DD2411	07/11/2024	£1,061.56	£176.93	£884.63	1,061.56	EDF Energy - Gas usage	Marshalls Main Pavilion	1/9/24 - 1/11/24
21889	DD2412	19/11/2024	-£740.26	-£35.25	-£705.01		E.ON - Gas usage	Richmond House	1/5/24 - 13/11/24
21890	DD2412	19/11/2024	£469.96	£22.38	£447.58	-270.30	E.ON - Gas usage	Richmond House	1/5/24 - 13/11/24
21849	BP241106G	02/10/2024	£182.35	£30.41	£151.94	182.35	Anglian Water Business (National) Ltd - Water charges	Foxby Hill Allotments	1/7/24 - 30/9/24
21876	DR241107	16/10/2024	£8.00	£0.00	£8.00	8.00	HSBC - Bank charges	Bank Charges	17/9/24 - 16/10/24
21865	DD241115	01/11/2024	£35.34	£5.89	£29.45	35.34	Integrating Solutions Ltd - Copier charges	Printing	Monthly
21864	DD241101B	01/11/2024	£212.11	£35.35	£176.76	212.11	CF Corporate Finance Ltd - Photocopier lease rental	Photocopier	Quarterly
21891	DD2411	09/11/2024	£350.27	£58.38	£291.89	350.27	British Telecommunications Plc - Phone line and broadband services	Phone & Broadband	Monthly
21896	DD2411	11/11/2024	£102.66	£17.11	£85.55	102.66	EE Ltd - X4 mobiles	Mobiles	Monthly
21881	DD241115	11/11/2024				-2,581.67	Clear Business Electricity - Landline, broadband & electricity charges		
		1	£60.22	£10.04	£50.18		Alarm line	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	£69.89	£3.33	£66.56		Electricity (Lewis Street)	Xmas light Electricity	1/10/24 - 30/10/24
		5	-£2,836.22	£0.00	-£2,836.22		Credit for charges since November 2022	Xmas light Electricity	
21838	DD2411	16/10/2024	£1,038.04	£173.00	£865.04	1,038.04	Lex Autolease Limited - X2 Renault Trafic Lease	Vehicle Expenses	15/11/24 - 14/12/24
21859	DD2411	01/11/2024	£180.89	£30.15	£150.74	180.89	Fuelgenie - Fuel usage	Vehicle Expenses	1/10/24 - 31/10/24
21837	BP241022	01/10/2024				28,043.55	Rigel Wolf Ltd - October Payroll		
		1	£22,797.41	£0.00	£22,797.41		October Payrol	Gross Salary	
		2	£2,042.56	£0.00	£2,042.56		October Payrol	Employer NI	
		3	£3,203.58	£0.00	£3,203.58		October Payrol	Employer Pension Cont	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21897	BP2411	01/11/2024				42,099.22	Rigel Wolf Ltd - November Payroll		
		1	£33,703.88	£0.00	£33,703.88		November Payrol	Gross Salary	
		2	£3,418.53	£0.00	£3,418.53		November Payrol	Employer NI	
		3	£5,003.72	£0.00	£5,003.72		November Payrol	Employer Pension Cont	
		4	-£26.91	£0.00	-£26.91		November Payrol	Staff Workwear	
				£5,531.12	£106,880.74	£112,410.86			
Chairman Signature _____						RFO Signature _____		Date _____	

PAPER C

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 21/11/24 inclusive. This may include transactions with ledger dates outside this period. Includes current debtors and creditors.

Balances at the start of the year

Ordinary Accounts

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

RECEIPTS	Net	Vat	Gross
Cemetery	£27,020.93	£0.00	£27,020.93
Administration	£58,400.35	£0.00	£58,400.35
Mayors Charity	£3,384.40	£0.00	£3,384.40
Events	£1,500.00	£0.00	£1,500.00
Grounds Maintenance	£12,435.74	£0.00	£12,435.74
Richmond Park & House	£13,232.31	£0.00	£13,232.31
Sports Grounds	£50,723.26	£0.00	£50,723.26
Allotments	£11,001.73	£0.00	£11,001.73
Precept	£645,316.00	£0.00	£645,316.00
Community Infrastructure Levy	£34,367.08	£0.00	£34,367.08
Total Receipts	<u>£857,381.80</u>	£0.00	<u>£857,381.80</u>

PAYMENTS	Net	Vat	Gross
Cemetery	£27,933.26	£3,281.82	£31,215.08
Administration	£30,988.13	£2,824.75	£33,812.88
Mayors Charity	£1,635.00	£0.00	£1,635.00
Events	£4,000.00	£6.60	£4,006.60
Employee Costs	£241,061.14	£471.24	£241,532.38
Grounds Maintenance	£36,382.33	£6,495.41	£42,877.74
Richmond Park & House	£27,991.71	£3,494.72	£31,486.43
Sports Grounds	£36,773.38	£4,459.90	£41,233.28
Play Areas	£6,852.68	£1,389.05	£8,241.73
Allotments	£12,964.91	£1,776.97	£14,741.88
Public Realm	£2,439.84	£289.67	£2,729.51
Christmas Lights	£19,455.45	£3,317.51	£22,772.96
Ear Marked Reserves	£131,939.92	£22,904.85	£154,844.77
Total Payments	<u>£580,417.75</u>	<u>£50,712.49</u>	<u>£631,130.24</u>

Closing Balances

Ordinary Accounts

HSBC Current/ Deposit Account	£791,407.94
Petty Cash	£100.00
	<u>£791,507.94</u>
Total	<u>£791,507.94</u>

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

Signed _____

PAPER D

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	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 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Employee Costs				
Expenditure				
1000	Payroll	£400,000.00	£238,619.46	£161,380.54
1010	Travel and Training	£3,400.00	£1,173.22	£2,226.78
1020	Workwear & ID	£3,250.00	£1,231.46	£2,018.54
Total Expenditure		<u>£406,650.00</u>	<u>£241,024.14</u>	<u>£165,625.86</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Administration				
Income				
201	VAT overclaim	£0.00	£0.00	£0.00
205	Bank Interest	£13,000.00	£9,620.37	-£3,379.63
210	Insurance Reimbursement (GTF)	£1,558.00	£0.00	-£1,558.00
215	Legal Fee Reinbursement	£0.00	£40.00	£40.00
220	Subject Access Request / FOI	£0.00	£0.00	£0.00
225	Insurance Claims	£0.00	£0.00	£0.00
Total Income		£14,558.00	£9,660.37	-£4,897.63
Expenditure				
2000	Office Supplies & Telecom	£14,400.00	£9,279.50	£5,120.50
2010	Publicity	£570.00	£542.00	£28.00
2020	Subscriptions	£3,010.00	£155.00	£2,855.00
2030	Democratic & Civic	£6,822.00	£959.08	£5,862.92
2040	Grants	£4,080.00	£2,138.00	£1,942.00
2060	Insurance	£13,000.00	£12,856.20	£143.80
2070	HR & Finances	£7,646.00	£3,653.71	£3,992.29
2080	Legal Fees	£3,000.00	£411.40	£2,588.60
Total Expenditure		£52,528.00	£29,994.89	£22,533.11

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Grounds Maintenance				
Income				
300	Vehicle Hire	£0.00	£0.00	£0.00
310	LCC Contribution towards Highway Verge Cutting	£7,509.00	£12,359.74	£4,850.74
320	Sale of Grounds Equipment	£0.00	£0.00	£0.00
330	Scrap	£100.00	£76.00	-£24.00
Total Income		<u>£7,609.00</u>	<u>£12,435.74</u>	<u>£4,826.74</u>
Expenditure				
3000	Vehicle Costs	£22,609.00	£14,296.85	£8,312.15
3010	Grounds Maintenance - All Sites	£36,750.00	£20,449.47	£16,300.53
3020	Cleaning Products	£1,700.00	£797.14	£902.86
Total Expenditure		<u>£61,059.00</u>	<u>£35,543.46</u>	<u>£25,515.54</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Richmond Park & House				
Income				
400	Richmond Park	£14,035.00	£8,751.25	-£5,283.75
Total Income		<u>£14,035.00</u>	<u>£8,751.25</u>	<u>-£5,283.75</u>
Expenditure				
4000	Richmond Park & House	£55,813.00	£22,771.72	£33,041.28
Total Expenditure		<u>£55,813.00</u>	<u>£22,771.72</u>	<u>£33,041.28</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Sports Grounds				
Income				
500	Roses	£7,750.00	£7,750.00	£0.00
510	Marshalls	£16,967.00	£9,499.79	-£7,467.21
520	Levellings	£1,400.00	£427.14	-£972.86
Total Income		<u>£26,117.00</u>	<u>£17,676.93</u>	<u>-£8,440.07</u>
Expenditure				
5000	Roses	£0.00	£0.00	£0.00
5010	Marshalls	£49,291.00	£27,515.02	£21,775.98
5020	Levellings	£6,666.00	£4,110.72	£2,555.28
Total Expenditure		<u>£55,957.00</u>	<u>£31,625.74</u>	<u>£24,331.26</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Cemetery				
Income				
600	General Cemetery	£41,880.00	£22,748.77	-£19,131.23
610	North Warren Cemetery	£0.00	£0.00	£0.00
Total Income		<u>£41,880.00</u>	<u>£22,748.77</u>	<u>-£19,131.23</u>
Expenditure				
6000	General Cemetery	£57,572.00	£22,642.04	£34,929.96
6010	North Warren Cemetery	£1,451.00	£634.97	£816.03
Total Expenditure		<u>£59,023.00</u>	<u>£23,277.01</u>	<u>£35,745.99</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Play Areas				
Income				
700	Funding	£0.00	£0.00	£0.00
Total Income		<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Expenditure				
7000	Play Equipment Maintenance	£2,000.00	£2,000.00	£0.00
7005	Wet Pour Maintenance	£1,000.00	£516.00	£484.00
7010	Levellings	£180.00	£180.75	-£0.75
7020	Aisby Walk	£4,400.00	£2,413.43	£1,986.57
7030	Danes Road	£0.00	£0.00	£0.00
7040	Mayflower Close	£0.00	£0.00	£0.00
7080	St Georges	£1,000.00	£1,000.00	£0.00
7090	Play Area Inspections	£1,135.00	£742.50	£392.50
Total Expenditure		<u>£9,715.00</u>	<u>£6,852.68</u>	<u>£2,862.32</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Allotments				
Income				
800	Allotments	£10,719.00	£10,626.50	-£92.50
815	Garage Space Ropery Road	£1,250.00	£0.00	-£1,250.00
Total Income		<u>£11,969.00</u>	<u>£10,626.50</u>	<u>-£1,342.50</u>
Expenditure				
8000	Foxby Hill	£3,875.00	£3,105.65	£769.35
8010	Love Lane	£8,625.00	£5,301.21	£3,323.79
8020	North Warren	£3,336.00	£3,285.74	£50.26
8030	Showfield	£1,025.00	£416.66	£608.34
8040	Spital Hill	£1,664.00	£690.56	£973.44
8050	Love Lane Garage Site	£200.00	£0.00	£200.00
8060	All Sites	£526.00	£27.79	£498.21
Total Expenditure		<u>£19,251.00</u>	<u>£12,827.61</u>	<u>£6,423.39</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Public Realm				
Income				
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	£7,280.00	£1,114.28	£6,165.72
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>£7,680.00</u>	<u>£1,114.28</u>	<u>£6,565.72</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	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	£1,000.00	£0.00
1040	Aisby Walk Playing Field	£500.00	£500.00	£0.00
Total Income		<u>£1,500.00</u>	<u>£1,500.00</u>	<u>£0.00</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 21/11/24 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance
Christmas Lights				
Expenditure				
11000	Switch On Event	£5,000.00	£5,158.67	-£158.67
11010	Anchor Point / Electrical Testing	£2,200.00	£1,600.00	£600.00
11040	Market Place Christmas Tree	£1,800.00	£1,058.33	£741.67
11050	Blachere Contract	£19,358.00	£13,702.43	£5,655.57
11060	Trinty Street Electricity	£1,000.00	-£2,159.66	£3,159.66
11070	Lamp Post Electricity	£650.00	£0.00	£650.00
Total Expenditure		<u>£30,008.00</u>	<u>£19,359.77</u>	<u>£10,648.23</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

	Revised	Actual Net	Balance
Community Infrastructure Levy Income			
14000 CIL	£0.00	£34,367.08	£34,367.08
Total Income	£0.00	£34,367.08	£34,367.08

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

	Revised	Actual Net	Balance
Ear Marked Reserves			
Expenditure			
12000 Ear Marked Reserves	£572,174.92	£102,364.30	£469,810.62
Total Expenditure	<u>£572,174.92</u>	<u>£102,364.30</u>	<u>£469,810.62</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

	Revised	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 21/11/24 inclusive. Includes due and unpaid transactions.

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

	Revised	Actual Net	Balance
Mayors Charity			
Income			
1200 Events & Donations	£0.00	£3,384.40	£3,384.40
Total Income	<u>£0.00</u>	<u>£3,384.40</u>	<u>£3,384.40</u>
Expenditure			
14005 Mayor Events (HSBC)	£0.00	£235.00	-£235.00
14010 Mayors Charity Donation (HSBC)	£0.00	£1,400.00	-£1,400.00
Total Expenditure	<u>£0.00</u>	<u>£1,635.00</u>	<u>-£1,635.00</u>

Financial Budget Comparison

Comparison between 01/04/24 and 21/11/24 inclusive. Includes due and unpaid transactions.

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

	Revised	Actual Net	Balance
Total Income	£762,984.00	£766,467.04	
Total Expenditure	£1,334,158.92	£528,390.60	
Total Net Balance	-£571,174.92	£238,076.44	

PAPER E

Bank Account Reconciled Statement

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

Statement Number	141	Bank Statement No.	141
Statement Opening Balance	£848,544.77	Opening Date	01/10/24
Statement Closing Balance	£833,338.35	Closing Date	31/10/24
True/ Cashbook Closing Balance	£832,938.35		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/10/24	DD241001	West Lindsey District Council	378.20	0.00	848,166.57
01/10/24	DD241001B	Lex Autolease Limited	1,038.04	0.00	847,128.53
02/10/24	CR241002	██████████	0.00	1,065.02	848,193.55
03/10/24	DD241003	Anglian Water Business (National) Ltd	49.45	0.00	848,144.10
04/10/24	CC241004	Multiple Suppliers/ Customers	277.02	0.00	847,867.08
07/10/24	CR241007	Slimming World	0.00	140.08	848,007.16
08/10/24	DD241008	HSBC	10.21	0.00	847,996.95
09/10/24	CR241009	Love Lane Allotments	0.00	6.24	848,003.19
11/10/24	CR241011	Sleaford Town Council	0.00	70.00	848,073.19
12/10/24	CR241012	██████████	0.00	140.00	848,213.19
14/10/24	CR241014	HMRC	0.00	16,445.33	864,658.52
14/10/24	CR241014B	Slimming World	0.00	140.08	864,798.60
14/10/24	CR241014C	Gainsborough Town Council Mayors Charity Account	0.00	70.00	864,868.60
15/10/24	BP241015B	Integrating Solutions Ltd	89.16	0.00	864,779.44
15/10/24	CR241015	780 Coaching	0.00	509.20	865,288.64
15/10/24	DD241015	Arval UK Ltd	36.49	0.00	865,252.15
15/10/24	DD241015C	West Lindsey District Council	79.00	0.00	865,173.15
15/10/24	DD241015D	West Lindsey District Council	612.00	0.00	864,561.15
15/10/24	DD241015E	West Lindsey District Council	936.00	0.00	863,625.15
15/10/24	DD241015F	West Lindsey District Council	283.00	0.00	863,342.15
15/10/24	DD241015G	Fuelgenie	95.00	0.00	863,247.15
16/10/24	DD241016	British Gas Business	113.89	0.00	863,133.26
16/10/24	DD241016B	British Gas Business	52.62	0.00	863,080.64
16/10/24	DD241016C	British Gas Business	50.20	0.00	863,030.44
17/10/24	CR241017	Gainsborough Town Council Mayors Charity Account	0.00	70.00	863,100.44
17/10/24	CR241017B	Gainsborough Town Council Mayors Charity Account	0.00	70.00	863,170.44

Bank Account Reconciled Statement

17/10/24	DD241017	British Gas Business	250.23	0.00	862,920.21
18/10/24	CR241018	North Hykeham Town Council	0.00	70.00	862,990.21
18/10/24	DD241018	Clear Business Electricity	254.31	0.00	862,735.90
19/10/24	CR241019	Cliff Bradley & Sons Ltd	0.00	1,331.30	864,067.20
21/10/24	CR241021	City of Lincoln Council	0.00	70.00	864,137.20
21/10/24	CR241021B	Slimming World	0.00	140.08	864,277.28
21/10/24	DD241021	EE Ltd	102.66	0.00	864,174.62
22/10/24	BP241022	Rigel Wolf Ltd	28,043.55	0.00	836,131.07
22/10/24	CR241022	West Lindsey District Council	0.00	34,367.08	870,498.15
22/10/24	CR241022B	Friendship FC	0.00	94.92	870,593.07
22/10/24	CR241022C	Gainsborough Reform UK	0.00	31.50	870,624.57
22/10/24	DD241022	E.ON Next Energy Ltd	151.78	0.00	870,472.79
22/10/24	DD241022B	British Gas Business	10.90	0.00	870,461.89
22/10/24	DD241022C	British Gas Business	11.47	0.00	870,450.42
23/10/24	BP241023	Bloom Demolition and Crushing Ltd	22,656.00	0.00	847,794.42
23/10/24	CR241023	Every-One	0.00	50.00	847,844.42
24/10/24	BP241024	Burns Fencing	6,796.82	0.00	841,047.60
24/10/24	CR241024	Lincolnshire County Council	0.00	2,017.50	843,065.10
24/10/24	DD241024	British Gas Business	79.70	0.00	842,985.40
24/10/24	DD241024B	British Telecommunications Plc	184.16	0.00	842,801.24
24/10/24	DD241024C	Stallard Kane Associates Ltd	93.50	0.00	842,707.74
25/10/24	BP241025	Burton & Dyson Solicitors	362.88	0.00	842,344.86
25/10/24	BP241025B	HAGS-SMP Ltd	2,540.91	0.00	839,803.95
25/10/24	BP241025C	Sir E C Bacon Settlement 1951 Residual Fund	1,000.00	0.00	838,803.95
25/10/24	BP241025D	Gainsborough Skip Hire	1,500.00	0.00	837,303.95
25/10/24	BP241025E	Stepping Stone Theatre For Mental Health	300.00	0.00	837,003.95
25/10/24	BP241025F	F5 Computing Ltd	630.42	0.00	836,373.53
25/10/24	BP241025G	High Street Garage	334.74	0.00	836,038.79
25/10/24	BP241025H	A Price Electrical Ltd	742.09	0.00	835,296.70
25/10/24	BP241025I	Glendale Managed Services Ltd	1,144.57	0.00	834,152.13
25/10/24	BP241025J	Lincolnshire Bearings and Fasteners Ltd	60.02	0.00	834,092.11
25/10/24	BP241025K	Second Element Ltd	160.78	0.00	833,931.33
25/10/24	BP241025L	Online Playgrounds	1,804.80	0.00	832,126.53
25/10/24	BP241025M	Drain Wise Waste Solution Ltd	1,860.00	0.00	830,266.53

Bank Account Reconciled Statement

25/10/24	BP241025N	Retford Memorials	660.00	0.00	829,606.53
25/10/24	BP241025O	DrumBEAT Marketing UK	132.00	0.00	829,474.53
25/10/24	BP241025P	Gainsborough Motaquip Ltd	45.42	0.00	829,429.11
25/10/24	BP241025Q	Pear Technology Services Ltd	228.00	0.00	829,201.11
25/10/24	BP241025R	Water Plus Ltd	63.32	0.00	829,137.79
25/10/24	BP241025S	Water Plus Ltd	30.12	0.00	829,107.67
25/10/24	BP241025T	Water Plus Ltd	18.48	0.00	829,089.19
25/10/24	BP241025U	Water Plus Ltd	8.15	0.00	829,081.04
25/10/24	CR241025	A.&J. Robertson (Granite) Ltd T/A Samuel Jacob Memorials Ltd	0.00	414.44	829,495.48
25/10/24	CR241025B	Gainsborough Town Council Mayors Charity Account	0.00	70.00	829,565.48
28/10/24	CR241028	Lincolnshire County Council	0.00	12,359.74	841,925.22
28/10/24	CR241028B	Slimming World	0.00	140.08	842,065.30
28/10/24	CR241028C	██████████	0.00	87.00	842,152.30
28/10/24	CR241028D	Hilltop Raptors FC	0.00	189.84	842,342.14
28/10/24	CR241028E	Gainsborough Town Council Mayors Charity Account	0.00	140.00	842,482.14
28/10/24	CR241028F	Gainsborough Town Council Mayors Charity Account	0.00	140.00	842,622.14
28/10/24	CR241028G	Gainsborough Bowmen Archery Club	0.00	140.03	842,762.17
29/10/24	BP241029	Burns Fencing	12,760.74	0.00	830,001.43
29/10/24	CR241029	Rotary Club of Gainsborough	0.00	150.00	830,151.43
29/10/24	CR241029B	Retford Memorials	0.00	472.32	830,623.75
29/10/24	CR241029C	Spital Hill Allotment Holders	0.00	7.60	830,631.35
29/10/24	DD241029	Arval UK Ltd	517.00	0.00	830,114.35
30/10/24	CR241030	██████████	0.00	204.75	830,319.10
30/10/24	CR241030B	Gainsborough Town Council Mayors Charity Account	0.00	525.00	830,844.10
31/10/24	CR241031	Lincolnshire Cooperative Ltd (Gainsborough)	0.00	2,344.20	833,188.30
31/10/24	CR241031B	Newark Town Council	0.00	70.00	833,258.30
31/10/24	CR241031C	Gainsborough Town Council Mayors Charity Account	0.00	70.00	833,328.30
31/10/24	CR241031D	North Warren Road Allotments	0.00	10.05	833,338.35

Uncleared and unrepresented effects

Bank Account Reconciled Statement

05/06/24	103960	Scotter Ward Palliative Care Fund	400.00		832,938.35
		Total uncleared and unrepresented	400.00	0.00	
		Total debits / credits	90039.8	74433.38	

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	132,347.84
Payments Out	132,347.84
Closing Balance	10,000.00

29 September to 28 October 2024

International Bank Account Number

GB60HBUK40220151418890

Branch Identifier Code

HBUKGB4131T

Account Name

Gainsborough Town Council

Sortcode

40-22-01

Account Number Sheet Number

51418890 882

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
28 Sep 24	BALANCE BROUGHT FORWARD			10,000.00
30 Sep 24	CR [REDACTED] SLIMMING WORLD REN		140.08	
	TFR TRANSFER 03662918	140.08		10,000.00
01 Oct 24	DD WEST LINDSEY DISTR	378.20		
	DD LEX AUTOLEASE	1,038.04		
	TFR TRANSFER 03662918		1,416.24	10,000.00
02 Oct 24	BP [REDACTED] [REDACTED]		1,065.02	
	TFR TRANSFER 03662918	1,065.02		10,000.00
03 Oct 24	DD ANGLIAN WATER BUSI	49.45		
	TFR TRANSFER 03662918		49.45	10,000.00
04 Oct 24	DD COMMERCIAL CARD	277.02		
	TFR TRANSFER 03662918		277.02	10,000.00
07 Oct 24	CR [REDACTED] SLIMMING WORLD REN		140.08	
	TFR TRANSFER 03662918	140.08		10,000.00
08 Oct 24	DR TOTAL CHARGES TO 16SEP2024	10.21		
	TFR TRANSFER 03662918		10.21	10,000.00
09 Oct 24	CR [REDACTED] [REDACTED]		6.24	
	TFR TRANSFER 03662918	6.24		10,000.00
11 Oct 24	BP SLEAFORDTOWC 2024 Charity Ball		70.00	
	TFR TRANSFER 03662918	70.00		10,000.00
12 Oct 24	CR [REDACTED] Mayorsball		140.00	
	BALANCE CARRIED FORWARD			10,140.00

29 September to 28 October 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode 40-22-01 **Account Number** 51418890 **Sheet Number** 883

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			10,140.00
14 Oct 24	TFR TRANSFER 03662918	140.00		10,000.00
	CR HMRC VTR		16,445.33	
	CR [REDACTED]			
	SLIMMING WORLD REN		140.08	
	CR [REDACTED]			
	MAYOR BALL		70.00	
15 Oct 24	TFR TRANSFER 03662918	16,655.41		10,000.00
	DD ARVAL UK LTD	36.49		
	DD INTEGRATING SOLUTI	89.16		
	DD WEST LINDSEY DC	79.00		
	DD WEST LINDSEY DC	612.00		
	DD WEST LINDSEY DC	936.00		
	DD WEST LINDSEY DC	283.00		
	DD WL ITS FUELGENIE	95.00		
	CR 780 COACHING LTD			
	INVF222		509.20	
16 Oct 24	TFR TRANSFER 03662918		1,621.45	10,000.00
	DD BRITISH GAS	113.89		
	DD BRITISH GAS	52.62		
	DD BRITISH GAS	50.20		
17 Oct 24	TFR TRANSFER 03662918		216.71	10,000.00
	DD BRITISH GAS BUSINE	250.23		
	CR [REDACTED]			
	CharitySBMWB		70.00	
	CR [REDACTED]			
	2ticketsforBall		70.00	
18 Oct 24	TFR TRANSFER 03662918		110.23	10,000.00
	DD CLEARBUSINESS	254.31		
	CR [REDACTED]			
	2024 Charity Ball		70.00	
19 Oct 24	TFR TRANSFER 03662918		184.31	10,000.00
	CR C BRDLEY+SNS LTD			
	INVOICE C92		1,331.30	
21 Oct 24	TFR TRANSFER 03662918	1,331.30		10,000.00
	CR CITY OF LINCOLN		70.00	
	DD EE LIMITED	102.66		
	CR [REDACTED]			
	SLIMMING WORLD REN		140.08	
22 Oct 24	TFR TRANSFER 03662918	107.42		10,000.00
	CR WEST LINDSEY DC		34,367.08	
	DD E.ON NEXT LTD	151.78		
	DD BRITISH GAS	10.90		
	DD BRITISH GAS	11.47		
	BALANCE CARRIED FORWARD			44,192.93

29 September to 28 October 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode Account Number Sheet Number
 40-22-01 51418890 884

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			44,192.93
	BP THE FRIENDSH F232		94.92	
	CR XXXXXXXXXX F234		31.50	
	BP RIGEL WOLF CLIENT GTC PAYROLL	28,043.55		
23 Oct 24	TFR TRANSFER 03662918 402201 03662918	6,275.80		10,000.00
	INTERNET TRANSFER		22,000.00	
	BP Bloom Demolition a SI39715	22,656.00		
	BP Every-One(C) E-O Key Deposit		50.00	
24 Oct 24	TFR TRANSFER 03662918		606.00	10,000.00
	CR LINCOLNSHIRE CC		2,017.50	
	DD BRITISH GAS	79.70		
	DD BT GROUP PLC	184.16		
	DD STALLARD KANE ASSO	93.50		
	BP Burn Fencing Ltd 31474	6,796.82		
25 Oct 24	TFR TRANSFER 03662918		5,136.68	10,000.00
	CR A J ROBERTSON GR		414.44	
	TFR 402201 03662918 INTERNET TRANSFER		30,000.00	
	BP Burton & Dyson 50572	362.88		
	BP HAGS-SMP Ltd 098586	2,540.91		
	BP 1951 RESIDUAL FUND GAINS TOWN COUNCIL	1,000.00		
	BP XXXXXXXXXX GAINS TOWN COUNCIL	1,500.00		
	BP Stepping Stones Th Gains Town Council	300.00		
	BP F5 COMPUTING LTD GAINS TOWN COUNCIL	630.42		
	BP High Street Garage Gains Town Council	334.74		
	BP A PRICE ELECTRICAL GAINS TOWN COUNCIL	742.09		
	BP Glendale Countrysi 11402	1,144.57		
	BP LINCS BEARINGS FAS GAINS TOWN COUNCIL	60.02		
	BALANCE CARRIED FORWARD			31,798.81

29 September to 28 October 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 51418890 885

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			31,798.81
	BP SECOND ELEMENT			
	924245	160.78		
	BP Fenland Leisure Pr			
	GAIN04	1,804.80		
	BP Drain Wise Waste S			
	GA01	1,860.00		
	BP Retford Memorials			
	163/24	660.00		
	BP DrumBEAT Marketing			
	INV-001428	132.00		
	BP Gainsborough Motaq			
	I403865	45.42		
	BP Pear Technology Se			
	11354	228.00		
	BP WATER PLUS			
	0229006916	63.32		
	BP WATER PLUS			
	7001587165	30.12		
	BP WATER PLUS			
	0880007483	18.48		
	BP WATER PLUS			
	7001679673	8.15		
	BP ALLBONESNO2			
	Mayors Ball		70.00	
	TFR TRANSFER 03662918	16,857.74		10,000.00
28 Oct 24	CR CHQ IN AT 407080		140.03	
	CR LINCOLNSHIRE CC		12,359.74	
	CR [REDACTED]			
	SLIMMING WORLD REN		140.08	
	CR [REDACTED]		87.00	
	CR [REDACTED]			
	Hilltoppitchfees		189.84	
	CR [REDACTED]			
	4xTickets [REDACTED]		140.00	
	CR [REDACTED]			
	Charity Ball		140.00	
	TFR TRANSFER 03662918	13,196.69		10,000.00
28 Oct 24	BALANCE CARRIED FORWARD			10,000.00

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 September to 28 October 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 51418890 886

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/).

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 **8,086.44**
GBP 8,086.44 available



Account information

Balance details

Recent transactions

Next working day transactions

Statements

All transactions for the last

7 days

14 days


1 month

3 months

6 months

12 months

29 Oct 2024 to 31 Oct 2024

 Advanced search ▾

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

Last updated 05 Nov 2024 13:05

Date ▾	Type ◆	Description	Paid out ◆	Paid in ◆	Balance
31 Oct 2024		Balance carried forward			10,000.00
31 Oct 2024	TFR	TRANSFER 03662918	2,494.25		10,000.00
31 Oct 2024	BP	██████████ Nw034		10.05	12,494.25
31 Oct 2024	CR	██████████ Tickets for Mayor		70.00	12,484.20
31 Oct 2024	CR	NWK TOWN CNCL A/TF2024 CHARITY BALL		70.00	12,414.20
31 Oct 2024	CR	LINGS COOP		2,344.20	12,344.20
30 Oct 2024	TFR	TRANSFER 03662918	729.75		10,000.00
30 Oct 2024	CR	██████████ TICKETS		525.00	10,729.75
30 Oct 2024	CR	██████████ F237		204.75	10,204.75

Date ▼	Type ◆	Description	Paid out ◆	Paid in ◆	Balance
29 Oct 2024	TFR	TRANSFER 03662918		647.82	10,000.00
29 Oct 2024	CR	██████ SH 029a ██████		7.60	9,352.18
29 Oct 2024	CR	RETFORD MEMORIALS 4137		472.32	9,344.58
29 Oct 2024	CR	The Rotary Club Of F189 HCSF		150.00	8,872.26
29 Oct 2024	BP	Burn Fencing Ltd 31471	12,760.74		8,722.26
29 Oct 2024	TFR	402201 03662918 INTERNET TRANSFER		12,000.00	21,483.00
29 Oct 2024	DD	ARVAL UK LTD	517.00		9,483.00
29 Oct 2024		Balance brought forward			10,000.00

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Your Statement

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



Account Summary

Opening Balance	838,544.77
Payments In	59,069.70
Payments Out	74,276.12
Closing Balance	823,338.35

Interest Rate - Valid as at end date of the statement period
 1.86% AER

International Bank Account Number

GB04HBUK40220103662918

Branch Identifier Code

HBUKGB4131T

1 October to 31 October 2024

Account Name

Gainsborough Town Council

Sortcode

40-22-01

Account Number Sheet Number

03662918 334

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
30 Sep 24	BALANCE BROUGHT FORWARD			838,544.77
01 Oct 24	TFR TRANSFER 51418890	1,416.24		837,128.53
02 Oct 24	TFR TRANSFER 51418890		1,065.02	838,193.55
03 Oct 24	TFR TRANSFER 51418890	49.45		838,144.10
04 Oct 24	TFR TRANSFER 51418890	277.02		837,867.08
07 Oct 24	TFR TRANSFER 51418890		140.08	838,007.16
08 Oct 24	TFR TRANSFER 51418890	10.21		837,996.95
09 Oct 24	TFR TRANSFER 51418890		6.24	838,003.19
11 Oct 24	TFR TRANSFER 51418890		70.00	838,073.19
12 Oct 24	TFR TRANSFER 51418890		140.00	838,213.19
14 Oct 24	TFR TRANSFER 51418890		16,655.41	854,868.60
15 Oct 24	TFR TRANSFER 51418890	1,621.45		853,247.15
16 Oct 24	TFR TRANSFER 51418890	216.71		853,030.44
17 Oct 24	TFR TRANSFER 51418890	110.23		852,920.21
18 Oct 24	TFR TRANSFER 51418890	184.31		852,735.90
19 Oct 24	TFR TRANSFER 51418890		1,331.30	854,067.20
21 Oct 24	TFR TRANSFER 51418890		107.42	854,174.62
22 Oct 24	TFR TRANSFER 51418890		6,275.80	860,450.42
23 Oct 24	TFR 402201 51418890			
	INTERNET TRANSFER	22,000.00		
	TFR TRANSFER 51418890	606.00		837,844.42
24 Oct 24	TFR TRANSFER 51418890	5,136.68		832,707.74
25 Oct 24	TFR 402201 51418890			
	INTERNET TRANSFER	30,000.00		
	TFR TRANSFER 51418890		16,857.74	819,565.48
28 Oct 24	TFR TRANSFER 51418890		13,196.69	832,762.17
	BALANCE CARRIED FORWARD			832,762.17

1 October to 31 October 2024

Your Statement

Account Name
 Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
 40-22-01 03662918 335

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				832,762.17
29 Oct 24	TFR	402201 51418890			
		INTERNET TRANSFER	12,000.00		
	TFR	TRANSFER 51418890	647.82		820,114.35
30 Oct 24	TFR	TRANSFER 51418890		729.75	820,844.10
31 Oct 24	TFR	TRANSFER 51418890		2,494.25	823,338.35
31 Oct 24	BALANCE CARRIED FORWARD				823,338.35

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

Proposed Budget 2025 / 2026

21/11/2024

	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change
	£	£	£	£	%
EMPLOYEE COSTS	328,369	410,697	242,827	465,550	13.36
ADMINISTRATION	19,305	33,923	18,515	54,551	60.81
GROUNDS MAINTENANCE	39,893	54,450	23,108	54,840	0.72
RICHMOND HOUSE & PARK	34,534	41,778	13,974	38,975	-6.71
SPORTS GROUNDS	16,924	29,840	13,745	35,879	20.24
CEMETERY	-508	17,143	528	8,699	-49.26
PLAY AREAS	-5,360	9,715	6,853	9,200	-5.30
ALLOTMENTS	11,134	7,282	2,201	-757	-110.40
PUBLIC REALM	3,519	7,680	1,114	8,100	5.47
EVENTS	7,118	2,800	-1,500	2,300	-17.86
CHRISTMAS LIGHTS	29,801	30,008	19,360	29,950	-0.19
CIL	-15,212	0	-34,367	0	#DIV/0!
TOTALS	469,516	645,316	306,358	707,287	9.60
Net Operating Cost	469,516	645,316	306,358	707,287	9.60
WLDC Council Tax Support Grant	0	0	0	0	#DIV/0!
WLDC Precept Contribution	100	100	100	100	0.00
Precept Request to WLDC	612,785	645,216	645,216	707,187	9.60
(Deficit)/Surplus	143,369	0	338,958	0	
Tax Base	4,942.53	5,000.53		5,000.53	2024/25 tax base
Precept (Council Tax Charge)	£123.98	£129.03		£141.42	Based on 2024/25 tax base
Band D Per week	£2.38	£2.48		£2.72	Based on 2024/25 tax base
Council Tax Increase / Decrease	6.79%	4.07%		9.60%	Based on 2024/25 tax base

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

Proposed Budget 2025 / 2026

21/11/2024

Code	EMPLOYEE COSTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
1000	Payroll	320,061	400,000	238,619	452,000	13.00	
1000/1	Gross Salary	255,442	310,000	194,820	325,000	4.84	x11 Members of staff
1000/2	Employer NI Contribution	25,230	30,000	17,933	42,000	40.00	as above
1000/3	Employer Pension Contribution	37,181	60,000	25,867	80,000	33.33	26.6% - currently x6 Members of staff
1000/4	Agency Staff	2,208	0	0	5,000	#DIV/0!	Contingency
1010	Travel and Training	3,600	3,400	1,173	6,100	79.41	
1010/1	Staff Travel	3	300	0	1,000	233.33	Estimated staff travel costs
1010/2	Staff Training	3,597	3,000	1,173	5,000	66.67	£2,000 in earmarked reserves, to be used for iHasco
1010/3	Staff Car Business Insurance Reimbursement	0	100	0	100	0.00	For car business insurance for Ops Manager
1020	Workwear & ID	2,856	3,250	1,231	3,250	0.00	
1020/1	Staff Workwear	2,668	3,000	1,208	3,000	0.00	Workwear costs
1020/2	H & S / First Aid	164	200	23	200	0.00	
1020/3	Staff ID Badge	25	50	0	50	0.00	
1030	HR	1,852	4,047	1,802	4,200	3.78	
1030/1	Accountant - Payroll Services	917	1,500	600	1,500	0.00	Estimated annual charge
1030/2	HR Provider	935	1,200	545	1,700	41.67	Estimated annual charge
1030/3	Occupational Health	0	500	60	500	0.00	Budget if needed
1030/4	Recruitment	0	847	597	500	-40.97	Budget if needed
TOTAL EXPENDITURE		328,369	410,697	242,827	465,550	96.19	

Proposed Budget 2025 / 2026

21/11/2024

Code	ADMINISTRATION	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2000	Office Supplies & Telecom	11,606	14,400	9,263	14,550	1.04	
2000/1	IT Services and Maintenance	6,213	7,200	5,198	7,200	0.00	Email services and maintenance
2000/2	Printing	1,562	1,800	986	1,600	-11.11	Photocopier printing charges
2000/3	Postage and Stationery	1,212	1,300	665	1,300	0.00	Postage charges
2000/4	Office Equipment	0	500	125	500	0.00	
2000/6	Telephone & Broadband	1,571	1,800	1,366	1,900	5.56	Office phoneline & broadband charges
2000/7	Mobiles	955	1,300	924	1,550	19.23	x4 mobile contracts + 4 payg mobiles
2000/8	Shredding	92	500	0	500	0.00	Confidential shredding
2010	Publicity	240	570	542	570	0.00	
2010/1	Annual Public Meeting	0	120	0	120	0.00	Room hire & refreshment costs
2010/2	Sponsorship	0	0	0	0	#DIV/0!	
2010/3	Website	240	450	200	450	0.00	Website hosting and maintenance fees
2010/4	Publicity (newsletter etc)	0	0	342	0	#DIV/0!	Potential newsletter or other publicity
2020	Subscriptions	2,888	3,010	155	3,010	0.00	
2020/1	LALC	2,683	2,800	0	2,800	0.00	Estimated annual subscription
2020/2	The National Allotment Society	55	55	0	55	0.00	Annual subscription
2020/4	ICCM	95	100	100	100	0.00	Annual subscription
2020/5	Publications	0	0	0	0	#DIV/0!	Not expecting to purchase any publications
2020/6	Information Commissioners Office	55	55	55	55	0.00	Annual subscription
2020/7	NALC	0	0	0	0	#DIV/0!	Local Council Award Scheme
2030	Democratic & Civic	1,635	6,822	959	25,300	270.86	
2030/1	Civic Service	0	1,600	0	1,600	0.00	Estimated cost
2030/2	Civic Regalia & Past Mayor badge	0	2,000	0	500	-75.00	Mayoral chain repairs - Medal purchased for 2025.
2030/3	Citizen of the Year Award	0	0	0	0	#DIV/0!	Medals purchased for 2025, 26, 27
2030/5	Mayors Allowance	542	500	500	500	0.00	As set out in Members Allowances Policy
2030/6	Mayors Expenses	233	1,500	247	1,500	0.00	As set out in Members Allowances Policy
2030/7	Mayors Cadet	0	100	0	100	0.00	Estimated expenses if a cadet is appointed
2030/8	Election Costs	0	0	0	20,000	#DIV/0!	Potential elections costs
2030/9	Councillor Training	235	300	195	300	0.00	LALC annual training scheme
2030/10	Councillor Travel	0	200	0	200	0.00	Travels allowance to training events
2030/11	Councillor ID	66	72	17	50	-30.56	ID Badge
2030/12	Miscellaneous Expenses	139	100	0	100	0.00	Meeting refreshments
2030/13	AdvantEDGE Admin+ & Asset Manager	421	450	0	450	0.00	Annual contract
2040	Grants	2,000	4,080	2,138	5,080	24.51	
2040/1	S137 - GPC	0	80	138	80	0.00	Poppy wreath purchase
2040/2	Community Grants	2,000	4,000	2,000	5,000	25.00	Ear mark any unspent budget

Proposed Budget 2025 / 2026

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Code	ADMINISTRATION	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2060	Insurance	12,082	13,000	12,856	14,000	7.69	
2060/1	Zurich Municipal	12,082	13,000	12,856	14,000	7.69	Estimated Annual cost
2060/2	Claims expenses	0	0	0	0	#DIV/0!	
2060/3	Valuations	0	0	0	0	#DIV/0!	
2070	Finances	2,989	3,599	1,851	3,599	0.00	
2070/1	Internal Auditor	500	700	0	700	0.00	Estimated charge
2070/2	External Auditor	1,365	1,680	1,680	1,680	0.00	Annual return charge
2070/4	Edge Design - Finance Software	869	869	0	869	0.00	Annual charge for software
2070/5	Bank Charges	255	350	171	350	0.00	Estimated annual charge
2070/9	Governance Support	0	0	0	0	#DIV/0!	
2070/10	VAT Audit	0	0	0	0	#DIV/0!	
2080	Legal Fees	2,090	3,000	411	3,000	0.00	
2080/1	General	2,090	3,000	411	3,000	0.00	Estimated annual charge
2080/2	Roses Legal Fees	0	0	0	0	#DIV/0!	
TOTAL EXPENDITURE		35,530	48,481	28,176	69,109	42.55	
INCOME		16,225	14,558	9,660	14,558	0.00	
205	Bank Account Interest	14,667	13,000	9,620	13,000	0.00	
210	Insurance Reimbursement (GTF)	1,558	1,558	0	1,558	0.00	
215	Legal Fee Reimbursement	0	0	40	0	#DIV/0!	
220	Subject Access Request / FOI	0	0	0	0	#DIV/0!	
225	Insurance Claims	0	0	0	0	#DIV/0!	
TOTAL INCOME		16,225	14,558	9,660	14,558	0.00	
NET EXPENDITURE		19,305	33,923	18,515	54,551	60.81	

Proposed Budget 2025 / 2026

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Code	GROUPS MAINTENANCE	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
3000	Vehicle Costs	16,880	22,609	14,297	18,200	-19.50	
3000/1	Ford Transit Tipper	4,214	1,509	1,509	0	-100.00	Lease agreement ended
3000/2	Ford Transit Custom Van	3,151	2,000	1,802	0	-100.00	Lease agreement ended
3000/3	Citroen Berlingo Van	2,766	2,000	1,564	0	-100.00	Lease agreement ended
3000/4	Renault Trafic Van x2	398	8,400	3,809	10,500	25.00	New 3 year lease taken out July 2024
3000/5	Vehicle Maintenance	421	300	299	300	0.00	Estimated maintenance costs
3000/6	Fuel	5,930	8,000	4,658	7,000	-12.50	Estimated fuel costs, no longer use red and increase fuel costs
3000/7	Trailer Maintenance	0	400	657	400	0.00	Estimated trailer service cost
3010	Grounds Maintenance - All Sites	27,482	37,750	20,449	47,400	25.56	
3010/1	Consumable stock	1,065	1,000	801	1,000	0.00	Tape, padlocks, cable ties, drill bits etc
3010/2	Equipment Service & Maintenance	8,845	10,000	7,134	10,000	0.00	Estimated maintenance and services costs for all equipment
3010/3	New Grounds Equipment	5,548	6,000	2,965	6,000	0.00	New equipment
3010/4	Footpath/Roadway Maintenance	5,000	5,000	0	10,000	100.00	Possible works for Levellings, plus £25,702 in earmarked reserves
3010/5	Tree Maintenance	285	1,000	800	5,000	400.00	plus £29,100 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
3010/6	Weed Killing (spraying)	218	750	65	400	-46.67	All site weed killing
3010/7	Green Waste Removal	0	0	0	0	#DIV/0!	£1,250 in ear marked reserves
3010/8	Hedge Cutting	0	0	0	0	#DIV/0!	Now carried out inhouse
3010/9	Grit	166	1,000	0	1,000	0.00	Winter grit purchase for all sites
3010/10	Tree Safety Survey	0	2,000	2,000	3,000	50.00	Annual tree inspection survey
3010/11	Health & Safety & First Aid	116	1,000	7	1,000	0.00	
3010/12	Highway Verge Cutting	6,241	10,000	6,677	10,000	0.00	Estimate for up to 10 cuts
3010/13	Wildflower Verges	0	0	0	0	#DIV/0!	
3020	Cleaning Products	1,471	1,700	797	1,700	0.00	
3020/1	Cleaning Products & Refuse Bags	1,471	1,700	797	1,700	0.00	For Marshalls, Richmond House, Levellings & Gen Cem
TOTAL EXPENDITURE		45,832	62,059	35,543	67,300	8.45	
INCOME							
Vehicle Hire, Grass Verges and Sales		5,939	7,609	12,436	12,460	63.75	
300/1	Vehicle Hire	0	0	0	0	#DIV/0!	
300/2	LCC Contribution towards Highway Verge Cutting	5,814	7,509	12,360	12,360	64.60	
320	Sale of Grounds Equipment	0	0	0	0	#DIV/0!	
330	Scrap	125	100	76	100	0.00	
TOTAL INCOME		5,939	7,609	12,436	12,460	63.75	
NET EXPENDITURE		39,893	54,450	23,108	54,840	0.72	

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Code	RICHMOND HOUSE & PARK	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
4000	Richmond Park & House	48,850	55,813	22,726	47,510	-14.88	
4000/1	Rates	3,091	3,400	2,268	3,500	2.94	Estimated annual non-domestic rates bill
4000/2	House & Buildings Maintenance	17,000	15,000	5,638	15,000	0.00	plus £1,510 in earmarked reserves for window renovations, dry rot issue needs resolving
4000/3	Gas	2,703	4,000	883	3,500	-12.50	Estimated annual charge
4000/4	Electricity - Main House	2,430	4,000	881	3,500	-12.50	Estimated annual charge
4000/5	Electricity - Flat	1,108	1,500	935	1,500	0.00	Estimated annual charge
4000/6	Electricity - Greenhouse	1,255	1,300	802	1,300	0.00	Estimated annual charge
4000/7	Anglian Water	540	700	357	700	0.00	Estimated annual charge
4000/8	WaterPlus	443	600	489	600	0.00	Estimated annual charge
4000/9	PAT Testing	393	393	393	400	1.78	Estimated annual charge
4000/10	Fire Extinguisher & Emergency Light Service	714	2,000	1,007	1,500	-25.00	Estimated annual service costs
4000/11	Security / Fire Alarm Service & Maintenance	598	700	353	700	0.00	Annual service & maintenance costs
4000/12	Security / Fire Alarm Response	570	600	0	600	0.00	Annual charge plus potential contractor call out charges
4000/13	Alarm Phone Line	571	600	401	600	0.00	Estimated annual charge
4000/14	Legionella Monitoring	845	845	134	685	-18.93	Annual testing costs, no longer require tank clean
4000/15	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
4000/16	Boiler Service & Repairs	471	3,000	3,038	300	-90.00	Annual service costs
4000/17	Fixed Electrical Testing	1,300	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
4000/18	Ground Maintenance	2,480	2,000	425	2,000	0.00	For general ground repairs & maintenance £6,000 in ear marked reserves for compound fence
4000/19	Waste Management	3,479	2,300	1,821	2,500	8.70	WLDC charge for bin collections & occasional skips
4000/20	Bird Feeders	0	100	0	0	-100.00	No longer have birds in the aviary, bird feed for external bird feeders, £1,000 in EMR from sale
4000/21	Bedding Plants	67	1,500	1,012	1,600	6.67	Summer and winter bedding plants
4000/22	Outdoor Toilet Renovations & Maintenance	1,027	2,000	213	1,000	-50.00	£171.88 in earmarked reserves see 3010/5 plus £29,100 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
4000/23	Tree/Hedge Maintenance	0	0	0	0	#DIV/0!	
4000/24	Footpath / Road Maintenance	4,750	0	0	0	#DIV/0!	None envisaged
4000/25	New / maintenance of Litter Bins	0	1,000	0	1,000	0.00	Replacement bins needed
4000/26	Fountain Maintenance & Repairs	0	250	0	0	-100.00	For any repairs required
4000/27	Flag pole maintenance & repairs	34	120	120	120	0.00	For any repairs required
4000/28	New Grounds Furniture	0	0	0	2,000	#DIV/0!	New picnic benches will be require for 2025/26.
4000/29	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to code 7000
4000/30	Wet pour Repairs	0	0	0	0	#DIV/0!	Refer to code 7005
4000/31	CCTV, fibre broadband & line	2,568	2,600	417	2,600	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
4000/32	Replacement Conservatory	150	5,000	1,051	0	-100.00	£24,100 in earmarked reserves for remaining project and earmark unspent 24/25 budget
4000/33	First Aid & Defibrillator	83	125	88	125	0.00	WLDC Defibrillator scheme
4000/34	Cleaning Contractor	0	0	0	0	#DIV/0!	Temporary whilst didn't have a cleaner
TOTAL EXPENDITURE		48,850	55,813	22,726	47,510	-14.88	

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Code	RICHMOND HOUSE & PARK	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	INCOME						
	Richmond Park & House	14,316	14,035	8,751	8,535	#DIV/0!	
400/1	Office Hire (Registrar)	4,035	4,035	3,026	4,035	0.00	Current lease charge, to be renewed
400/2	Registrar Service Recharge	9,281	10,000	5,725	4,500	-55.00	Estimate service recharge
400/3	Room Hire	0	0	0	0	#DIV/0!	
400/4	Sale of Aviary	1,000	0	0	0	#DIV/0!	
	TOTAL INCOME	14,316	14,035	8,751	8,535	-39.19	
	NET EXPENDITURE	34,534	41,778	13,974	38,975	-6.71	

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Code	SPORTS GROUNDS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5010	Marshalls	38,319	49,291	27,237	57,009	15.66	
5010/1	Rates	11,228	12,164	7,484	12,400	1.94	Estimated annual non-domestic rates bill
5010/2	Main Pavilion Maintenance	1,073	1,200	1,223	5,000	316.67	Essential maintenance costs & possible decoration plus £8,995 in earmarked reserves for the boiler
5010/3	Bowls Pavilion / Outbuilding Maintenance	1,000	1,000	189	1,000	0.00	Maintenance
5010/4	Hygiene Services	227	235	121	235	0.00	phs service charge
5010/5	Gas - Main Pavilion	5,819	6,000	2,814	6,000	0.00	Estimated annual charge
5010/6	Gas - Bowls Pavilion	0	0	0	0	#DIV/0!	Estimated annual charge
5010/7	Electricity - Main Pavilion	4,206	4,500	2,222	5,000	11.11	Estimated annual charge
5010/8	Electricity - External Changing	497	1,000	357	800	-20.00	Estimated annual charge
5010/9	Electricity - Bowls Pavilion	148	350	87	250	-28.57	Estimated annual charge
5010/10	Anglian Water	467	500	296	500	0.00	Estimated annual charge
5010/11	WaterPlus	388	500	286	500	0.00	Estimated annual charge
5010/12	PAT Testing	25	25	25	25	0.00	Estimated annual charge
5010/13	Fire Extinguisher & Emergency Light Service	754	2,500	1,371	2,500	0.00	Estimated annual service & maintenance costs
5010/14	Security / Fire Alarm	524	645	644	645	0.00	Annual service & maintenance costs
5010/15	Legionella Monitoring	537	537	0	537	0.00	Estimated annual testing costs
5010/16	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
5010/17	Boiler Service and Repairs	1,000	1,000	63	800	-20.00	Annual service costs
5010/18	Solar Panel Service & Repairs	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/19	Water Tank Service & Repair	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/20	Fixed Electrical Testing	1,025	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
5010/21	Ground Maintenance & Renovations - Cricket	1,968	2,000	548	2,200	10.00	Estimate for renovations
5010/22	Ground Maintenance & Renovations - Bowls	870	1,300	311	1,300	0.00	Estimate for renovations
5010/23	Ground Maintenance & Renovations - Football	2,703	4,311	4,311	4,300	-0.26	Deep tine aeration, apply selective herbicide and sow and seed goals mouths
5010/24	Ground Maintenance & Renovations - General	335	1,800	1,083	2,700	50.00	Line marking paint
5010/25	Tree & Hedge Maintenance	392	1,200	1,233	1,300	8.33	for roadside hedge see 3010/5 plus £29,100 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
5010/26	Ditch Clearance	0	0	0	0	#DIV/0!	Cleared in 2024/25 £1,450 in ear marked reserves
5010/27	External Light Maintenance	0	500	618	500	0.00	Estimated annual maintenance costs
5010/28	Car Park Maintenance	0	500	500	500	0.00	Any essential repairs
5010/29	Waste Management	577	1,170	954	1,200	2.56	WLDC charge for bin collections
5010/30	CCTV Broadband & Phone line	2,055	2,200	410	2,200	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
5010/31	First Aid & Defibrillator	83	200	88	200	0.00	Possible replacement first aid box and WLDC Defibrillator scheme
5010/32	AdvantEDGE Facilities	237	238	0	237	-0.42	Bookings software
5010/33	Drainage	0	1,536	0	4,000	160	To identify and locate leaks and drainage issues

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21/11/2024

Code	SPORTS GROUNDS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5020	Levellings	3,357	6,666	4,185	4,987	-25.19	
5020/1	Pavilion Maintenance	0	0	74	0	#DIV/0!	External works & internal decoration required, plus £1,723.27 in earmarked reserves
5020/2	Gas	274	350	196	350	0.00	Estimated annual charge
5020/3	Electricity	403	500	275	500	0.00	Estimated annual charge
5020/4	Anglian Water	107	150	61	150	0.00	Estimated annual charge
5020/5	WaterPlus	115	150	62	150	0.00	Estimated annual charge
5020/6	PAT Testing	0	0	0	0	#DIV/0!	No longer any electrical goods in side
5020/7	Fire Extinguisher & Emergency Light Service	60	200	171	200	0.00	Annual service costs
5020/8	Legionella Testing	537	537	0	537	0.00	Annual testing charges
5020/9	Boiler Service & Repair	63	150	63	250	66.67	Annual boiler service
5020/10	Fixed Electrical Testing	100	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
5020/11	Ground Maintenance & Renovations - Football	1,005	1,779	1,779	1,800	1.18	Deep tine aeration, apply selective herbicide and sow and seed goals mouths
5020/12	Ground Maintenance & Renovations - General	215	500	131	500	0.00	Line marking paint
5020/13	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £29,100 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
5020/14	Footpath Maintenance	279	0	0	0	#DIV/0!	See 3010/4, plus £25,702 in earmarked reserves , need to consider full resurface
5020/15	Fence Maintenance	200	500	379	500	0.00	Estimated maintenance costs
5020/16	First Aid & Defibrillator	0	50	0	50	0.00	Possible replacement first aid box, plus £400 in earmarked reserves for defibrillator
5020/17	Sports Equipment	0	1,800	994	0	-100.00	Goals purchased in 2024.
	TOTAL EXPENDITURE	41,675	55,957	31,422	61,996	-10	
	INCOME						
500	Roses	7,750	7,750	7,750	7,750	0.00	
500/9	Sinking Fund	7,750	7,750	7,750	7,750	0.00	
510	Marshalls	15,840	16,967	9,500	16,967	0.00	
510/1	Football	4,019	4,500	812	4,500	0.00	Estimated annual income
510/2	Cricket	943	950	0	950	0.00	Estimated annual income
510/3	Bowls	1,300	1,417	1,417	1,417	0.00	Estimated annual income
510/4	Room Hire	8,729	9,500	6,903	9,500	0.00	Estimated annual income
510/5	Training Pitch	799	600	318	600	0.00	Estimated annual income
510/6	Key Deposits	50	0	50	0	#DIV/0!	
520	Levellings	1,162	1,400	427	1,400	0.00	
520/1	Football	1,162	1,400	427	1,400	0.00	Estimated annual income
520/2	Key Deposit	0	0	0	0	#DIV/0!	
	TOTAL INCOME	24,752	26,117	17,677	26,117	0.00	
	NET EXPENDITURE	16,924	29,840	13,745	35,879	20.24	

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Code	CEMETERY	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
6000	General Cemetery	46,039	57,572	22,642	50,199	-12.81	
6000/1	Rates	6,680	7,348	4,900	7,500	2.07	Estimated annual non-domestic rates bill
6000/2	Chapel Maintenance	1,284	6,000	0	4,275	-28.75	Estimated maintenance plus £4,725 in ear marked reserves, ear mark unspent budget
6000/3	Electricity	147	200	86	200	0.00	Estimated annual charge
6000/4	Anglian Water	528	400	113	400	0.00	Estimated annual charge
6000/5	WaterPlus	407	400	118	400	0.00	Estimated annual charge
6000/6	Fire Extinguisher & Emergency Light Service	23	100	137	100	0.00	Annual service costs
6000/7	Burial Software	724	724	190	724	0.00	Annual hosting charge
6000/8	Fixed Electrical Testing	100	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
6000/9	Ground & Building Maintenance	389	2,000	1,545	2,000	0.00	Estimated maintenance costs
6000/10	Waste Management	7,560	1,900	1,221	2,200	15.79	WLDC charge for bin collections black refuse bins, plus £1,000 in ear marked reserves for the compound
6000/11	Grave Digging	15,090	18,000	7,648	18,000	0.00	External contractor grave digging charges
6000/12	Toilet Maintenance & service charges	0	600	380	400	-33.33	Estimated annual charge
6000/13	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £29,100 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
6000/14	Boundary Fence Maintenance	2,500	2,500	0	2,500	0.00	Essential maintenance works plus £7,500 in earmarked reserves for codes 6000/14 & 60102, ear mark unspent budget
6000/15	Footpath/Roadway Repairs	0	0	0	0	#DIV/0!	See 3010/4
6000/16	Produce woodland burial and memorial wall	0	0	0	0	#DIV/0!	
6000/17	Extension B Burial Land Sinking Fund	5,000	10,500	0	9,500	-9.52	Extension B sinking fund for future burial land plus £55,000 in earmarked reserves, ear mark unspent budget
6000/18	Drainage & standpipe repairs	1,170	3,800	3,206	1,000	-73.68	Water leak repairs
6000/19	Memorial Topple Testing	0	2,100	2,099	1,000	-52.38	Retest of memorials tested in 2020 on the old side.
6000/20	New / maintenance of Litter Bins	4,436	1,000	1,000	0	-100.00	x10 new bins installed in 2024
6010	North Warren Cemetery	865	1,451	635	1,500	3.38	
6010/1	Rates	865	951	635	1,000	5.15	Estimated annual non-domestic rates bill
6010/2	Boundary Fence Maintenance	0	500	0	500	0.00	Essential maintenance works plus £7,500 in earmarked reserves for codes 6000/14 & 60102, ear mark unspent budget
6010/3	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £29,100 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
6010/4	Memorial Topple Testing	0	0	0	0	#DIV/0!	Carried out in house
6010/5	Ground Maintenance / Repairs	0	0	0	0	#DIV/0!	
6010/6	Grave Digging	0	0	0	0	#DIV/0!	
TOTAL EXPENDITURE		46,903	59,023	23,277	51,699	-12.41	

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Code	CEMETERY	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	INCOME						
600	General Cemetery	47,411	41,880	22,749	43,000	2.67	
600/1	Burial - Full Interments	20,458	21,254	8,986	20,000	-5.90	Estimated income
600/2	Burial - Cremation Interments	6,086	6,656	6,656	9,000	35.22	Estimated income
600/3	Exclusive Right of Burial	13,562	7,970	3,989	8,000	0.37	Estimated income
600/4	Use of chapel	0	0	0	0	#DIV/0!	Estimated income
600/5	Memorial Applications	7,305	6,000	3,118	6,000	0.00	Estimated income
600/6	Exhumations	0	0	0	0	#DIV/0!	Estimated income
610	North Warren Cemetery	0	0	0	0	#DIV/0!	
610/1	Burial - Full Interments	0	0	0	0	#DIV/0!	Estimated income
610/2	Burial - Cremation Interments	0	0	0	0	#DIV/0!	Estimated income
610/3	Exclusive Right of Burial	0	0	0	0	#DIV/0!	Estimated income
610/4	Memorial Applications	0	0	0	0	#DIV/0!	Estimated income
	TOTAL INCOME	47,411	41,880	22,749	43,000	2.67	
	NET EXPENDITURE	-508	17,143	528	8,699	-49.26	

Proposed Budget 2025 / 2026

21/11/2024

Code	PLAY AREAS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7000	All Site	506	3,000	2,516	6,000	100.00	
7000	Play Equipment Maintenance	506	2,000	2,000	5,000	150.00	For repairs of codes 7010 - 7080, plus £2,919.23 in earmarked reserves
7005	Wet pour Maintenance	0	1,000	516	1,000	0.00	Repair works carried out Nov 2022, start to build reserve For repairs of codes 7010 - 7080, plus £2,000 in earmarked reserves earmark any unspent budget
7010	Levellings	0	180	181	0	-100.00	
7010/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7010/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7010/3	Skate Park Maintenance	0	0	0	0	#DIV/0!	Skate park now removed
7010/4	Ground Surface Repairs	0	0	0	0	#DIV/0!	Need to consider full park resurfacing
7010/5	New Benches / Litter Bins & Maintenance	0	180	181	0	-100.00	Refer to 7000
7010/6	Dog Walk	0	0	0	0	#DIV/0!	Refer to 7000
7010/7	Future Development Project	0	0	0	0	#DIV/0!	
7020	Aisby Walk	948	4,400	2,413	2,000	-54.55	
7020/1	Playing Field	0	0	0	0	#DIV/0!	Refer to 7000
7020/2	New Play Equipment	0	0	0	0	#DIV/0!	Funding will not be released in 2024/25
7020/3	Play Equipment Maintenance	0	2,400	2,413	0	-100.00	Refer to 7000
7020/4	Skate Park Maintenance	948	2,000	0	2,000	0.00	For repair works
7020/5	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7020/6	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7020/7	Boundary & Tree Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030	Play Areas - Danes Road	20	0	0	0	#DIV/0!	
7030/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7030/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7030/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030/5	Boundary Maintenance	20	0	0	0	#DIV/0!	Refer to 7000
7040	Play Areas - Mayflower Close	0	0	0	0	#DIV/0!	
7040/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7040/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7040/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040/5	Boundary Maintenance	0	0	0	0	#DIV/0!	
7080	Play Areas - St Georges	0	1,000	1,000	0	-100.00	
7080/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7080/2	Play Equipment Maintenance	0	1,000	1,000	0	-100.00	Refer to 7000
7080/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7080/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7080/5	Boundary Maintenance	0	0	0	0	#DIV/0!	Refer to 7000

Proposed Budget 2025 / 2026

21/11/2024

Code	PLAY AREAS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7090	External Play area Inspections	1,166	1,135	743	1,200	5.73	Plus AdvantEdge Playgrounds and InspectEdge
	TOTAL EXPENDITURE	2,640	9,715	6,853	9,200	#DIV/0!	
	INCOME						
700	Funding	8,000	0	0	0	#DIV/0!	
700/1	Levellings	8,000	0	0	0	#DIV/0!	
700/2	Aisby Walk	0	0	0	0	#DIV/0!	£134,792 S106 funding not to be released in 2024/25
	TOTAL INCOME	8,000	0	0	0	#DIV/0!	
	NET EXPENDITURE	-5,360	9,715	6,853	9,200	-5.30	

Proposed Budget 2025 / 2026

21/11/2024

Code	ALLOTMENTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8000	Allotments - Foxby Hill	3,230	3,875	3,106	2,475	-36.13	
8000/1	Site Rent	938	1,000	1,000	1,000	0.00	Annual site rent
8000/2	Skip Hire	417	625	417	625	0.00	Cost of x3 skips
8000/3	Water Charges	378	450	271	450	0.00	Estimate for one year supply
8000/4	Hedge Cutting	1,340	0	0	0	#DIV/0!	Now to be undertaken inhouse.
8000/5	Asbestos Management	0	750	750	0	-100.00	Refer to 8060/2
8000/6	Miscellaneous expenditure	157	400	19	400	0.00	
8000/7	Clearance	0	650	650	0	-100.00	Clearance under taken in 2024
8010	Allotments - Love Lane	7,683	8,625	5,301	2,725	-68.41	
8010/1	Site Rent	938	1,000	1,000	1,000	0.00	Annual site rent
8010/2	Skip Hire	417	625	417	625	0.00	Cost of x3 skips
8010/3	Hedge Cutting	360	0	0	0	#DIV/0!	Now to be undertaken inhouse.
8010/4	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8010/5	Miscellaneous expenditure	258	1,000	700	400	-60.00	
8010/6	Pond Management	5,711	3,500	3,185	200	-94.29	
8010/7	Drainage	0	2,500	0	500	-80.00	Dyke dredged in 2024.
8020	Allotments - North Warren	1,254	3,336	3,286	1,702	-48.98	
8020/1	Site Rent	0	0	0	0	#DIV/0!	Annual site rent - Council owned site
8020/2	Skip Hire	0	625	417	625	0.00	Cost of x3 skips
8020/3	Boundary Maintenance	220	1,634	1,634	0	-100.00	
8020/4	Asbestos Management	1,000	0	350	0	#DIV/0!	Refer to 8060/2
8020/5	Japanese Knotweed Treatment	0	677	677	677	0.00	5 year programme started in 2024
8020/6	Miscellaneous expenditure	34	400	208	400	0.00	
8030	Allotments - Showfield	437	1,025	417	1,025	0.00	
8030/1	Site Rent	0	0	0	0	#DIV/0!	Annual site rent - not invoiced by LCC would take from EMR
8030/2	Skip Hire	417	625	417	625	0.00	Cost of x3 skips
8030/3	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8030/4	Wall Maintenance	0	0	0	0	#DIV/0!	Works complete
8030/5	Miscellaneous expenditure	20	400	0	400	0.00	
8040	Allotments - Spital Hill	2,079	1,664	691	1,690	1.56	
8040/1	Site Rent	250	250	250	250	0.00	Annual site rent
8040/2	Skip Hire	463	514	342	540	5.06	Monthly WLDC waste management collections
8040/3	Water Charges	386	500	98	500	0.00	Estimate for one year supply
8040/4	Hedge Cutting	980	0	0	0	#DIV/0!	Now to be undertaken inhouse.
8040/5	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8040/6	Miscellaneous expenditure	0	400	0	400	0.00	
8050	Allotments - Love Lane Garages	0	200	0	200	0.00	
8050	Garage Lane Maintenance	0	200	0	200	0.00	For ground repairs

Proposed Budget 2025 / 2026

21/11/2024

Code	ALLOTMENTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8060	Allotments - All Sites	1,001	526	28	2,026	285.17	
8060/1	Edge IT Software	526	526	0	526	0.00	Allotments software and map maintenance
8060/2	Miscellaneous	475	0	28	1,500	#DIV/0!	Asbestos Management
	TOTAL EXPENDITURE	15,683	19,251	12,828	11,843	-38.48	
	INCOME						
800	Allotments	3,185	10,719	10,627	11,100	3.55	
800/1	Foxby Hill	1,465	4,800	4,735	5,000	4.17	Estimated Annual Income
800/2	Love Lane	398	1,870	1,904	2,000	6.95	Estimated Annual Income
800/3	North Warren	628	1,049	1,080	1,100	4.86	Estimated Annual Income
800/4	Showfields	252	1,200	1,168	1,200	0.00	Estimated Annual Income
800/5	Spital Hill	441	1,800	1,740	1,800	0.00	Estimated Annual Income
815	Garage Space Ropery Road	1,365	1,250	0	1,500	20.00	
	TOTAL INCOME	4,550	11,969	10,627	12,600	5.27	
	NET EXPENDITURE	11,134	7,282	2,201	-757	-110.40	

Proposed Budget 2025 / 2026

21/11/2024

Code	PUBLIC REALM	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
9010	Street Furniture	3,134	7,280	1,114	4,700	-35.44	
9010/1	Notice Boards	0	0	0	0	#DIV/0!	
9010/2	Benches	0	1,000	0	1,000	0.00	Possible new or replacement benches
9010/3	Bus Shelters	1,555	4,680	840	2,100	-55.13	Cleaning costs £52.49 per bus shelter.
9010/4	Millennium Clock	1,579	1,600	274	1,600	0.00	Annual service & electricity costs
9010/5	Silver Street Sculpture	0	0	0	0	#DIV/0!	£1,000 in earmarked reserves
9010/6	Community Speed Watch Application	0	0	0	0	#DIV/0!	
9020	War Memorial	385	400	0	400	0.00	
9020/1	Maintenance	385	400	0	400	0.00	Memorial cleaning prior to Remembrance Sunday
9020/2	Future Project	0	0	0	0	#DIV/0!	Project complete
9030	Gainsborough in Bloom	0	0	0	3,000	#DIV/0!	
9030/1	Competition displays	0	0	0	3,000	#DIV/0!	Potential new displays
TOTAL EXPENDITURE		3,519	7,680	1,114	8,100	5.47	
INCOME							
910	War Memorial	0	0	0	0	#DIV/0!	
910	War Memorial Project	0	0	0	0	#DIV/0!	Project complete
920	Bus Shelters	0	0	0	0	#DIV/0!	
920	New shelters and renovations	0	0	0	0	#DIV/0!	
TOTAL INCOME		0	0	0	0	#DIV/0!	
NET EXPENDITURE		3,519	7,680	1,114	8,100	5.47	

Proposed Budget 2025 / 2026

21/11/2024

Code	EVENTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
10010	Mayflower 400 (Illuminate)	1,000	1,000	0	1,000	0.00	Annual Illuminate event support run by WLDC.
10020	Community / Armed Forces Day	0	0	0	0	#DIV/0!	£2,500 in ear marked reserves for event support.
10040	Remembrance Sunday	170	300	0	300	0.00	
10050	Local Town Events Support	3,000	3,000	0	3,000	0.00	Support of WLDC events.
TOTAL EXPENDITURE		9,170	4,300	0	4,300	0.00	
INCOME							
1005	Richmond Park	0	0	0	0	#DIV/0!	
1015	Marshalls	552	0	0	0	#DIV/0!	
1030	Levellings - Fair / Circus	1,000	1,000	1,000	1,000	0.00	
1040	Aisby Walk - Fair / Circus	500	500	500	1,000	100.00	
1050	Armed Forces & Community Day	0	0	0	0	#DIV/0!	
TOTAL INCOME		2,052	1,500	1,500	2,000	33.33	
NET EXPENDITURE		7,118	2,800	-1,500	2,300	-17.88	

Proposed Budget 2025 / 2026

21/11/2024

Code	CHRISTMAS LIGHTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	Christmas Lights	29,801	30,008	19,360	29,950	-0.19	
11000	Switch on event	5,143	5,000	5,159	8,000	60.00	Contribution to WLDC organising the event
11010	Anchor Point Testing	2,074	2,200	1,600	500	-77.27	Testing carried out in 2024, required every 3 years
11040	Market Place Christmas Tree	1,000	1,800	1,058	1,800	0.00	Tree purchase, transport and crane hire
11050	Blachere Contract	19,497	19,358	13,702	19,000	-1.85	Blachere contract, current contract ends following 2025 display
11055	Electrical Contractor for potential use of old lights	0	0	0	0	#DIV/0!	Potential use of old lights
11060	Trinity Street Electricity	1,471	1,000	-2,160	0	-100.00	Meters now removed, refund on last 2 years imminent
11070	Lamp Post Electricity	616	650	0	650	0.00	Electricity charges
	TOTAL EXPENDITURE	29,801	30,008	19,360	29,950	-0.19	

Proposed Budget 2025 / 2026

21/11/2024

Code	COMMUNITY INFRASTRUCTURE LEVY	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 21/11/24	Proposed Budget 2025/26	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	CIL	0	0	0	0	#DIV/0!	
	TOTAL EXPENDITURE	0	0	0	0	#DIV/0!	
	INCOME						
14000	CIL	15,212	0	34,367	0	#DIV/0!	
	TOTAL INCOME	15,212	0	34,367	0	#DIV/0!	
	NET EXPENDITURE	-15,212	0	-34,367	0	#DIV/0!	

Budgets 2025/26

Your contact for this matter is: Sarah Staff
Email: Sarah.Staff@west-lindsey.gov.uk

07/10/2024

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

Dear Sir/Madam

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

I would be grateful if you could return the enclosed Parish Precept **ESTIMATE** form as soon as possible and in any event no later than **Friday 22nd November 2024**.

The **FINAL** claim form needs to be used by the Parish to request the actual payment of the precept and should only be submitted when the Parish has formally determined its precept requirement for 2025/26. The District Council needs the **final claim form** to be submitted before it can pay over the requested precept **and this should be received no later than Friday 24th January 2025**.

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

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

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

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

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

Note for Parishioners

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

This includes;

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

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

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

Yours faithfully

Peter Davy

Financial Services Manager



Parish of:

ESTIMATE

Estimated amounts required by the above Parish for the year commencing 1 April 2025 in respect of Parish Expenses as follows:

A. General Expenses

B. Parish Election Expenses

C. ESTIMATED TOTAL BUDGET REQUIREMENT (A+B)

D. Parish Annual Accounts

Copy of the latest annual audit return attached:

Yes

No

E. Date of formal Parish Council Meeting to set Precept

Signed: Date:

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

Email: Tina.Newton@west-lindsey.gov.uk

As soon as possible, but no later than Friday 22nd November 2024