

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



PROPERTY AND SERVICES COMMITTEE AGENDA

To: Committee members:

Councillor Nicholas Coxon

Councillor Dennis Dannatt

Councillor Paul Hooton

Councillor Stuart Morley

Councillor Kenneth Woolley

Councillor Richard Craig

Councillor Caz Davies

Councillor Paul Key

Councillor James Plastow

Notice is hereby given that a meeting of the **Property and Services Committee** which will be held on **Tuesday 10 December 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

PS25/100 Apologies for Absence

To note apologies for absence.

PS25/101 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.

PS25/102 Declarations of Interest

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

PS25/103 Dispensation Requests

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

PS25/104 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.

PS25/105 Minutes of the Previous Meeting

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

Paper A Tuesday 12 November 2024 (pages 4 to 7)

PS25/106 Communities Officer Report (Allotments)

To note the update report from the Communities Officer and the use of the delegated functions and consider recommendation contained therein.

Paper B (pages 8 to 11)

PS25/107 Communities Officer Report (Grants & Community)

To consider the report from the Communities Officer on identified projects for funding and opportunities.

Paper C (pages 12 to 14)

PS25/109 Allotment Site Secretary

To consider recommendation to amend the name of the site secretary and election period.

Paper D (pages 15 to 17)

PS25/108 Allotment Application

To consider allotment application received.

Exclusion of public and press recommended due to confidential nature.

Paper E (pages 18 to 20)

PS25/110 Bus Shelters

To consider report from the Operations Manager regarding a number of aspects of Council owned shelters.

Exclusion of public and press recommended due to time sensitive commercial sensitivity and confidential nature.

Paper F (pages 21 to 27)

PS25/111 General Cemetery Memorial Tributes

To consider update report from the Operations Manager.

Exclusion of public and press recommended due to confidential nature.

Paper G (pages 28 to 33)

PS25/112 2025 / 2026 Budget

To consider draft budget requirements for 2025/26 for this committee.

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

- Grounds Maintenance
- Richmond House & Park
- Sports Grounds
- Cemetery
- Play Areas
- Allotments

- Public Realm
- Events
- Christmas Lights

Paper H (pages 34 to 48)

PS25/113 Items for Notification

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

- i. Matter Arising Schedule - January
- ii. Grass Verge cutting - January
- iii. Cemetery tree works - January
- iv. Fire Risk Assessments - January
- v. Marshalls Boiler - January
- vi. Richmond House Conservatory Replacement
- vii. General Cemetery Extension
- viii. General Cemetery potential carpark area
- ix. General Cemetery Chapel

PS25/114 Time and Date of Next Meeting

To note the date and time of the next Property and Services Committee meeting is scheduled for Tuesday 14 January 2025 at 6:30pm.

Rachel Allbones
Town Clerk & RFO
Richmond House
Gainsborough

Thursday, 05 December 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 PROPERTY AND SERVICES COMMITTEE MINUTES

Minutes of the Property and Services Committee meeting held on **Tuesday 12 November 2024** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Dennis Dannatt (Chair)

| | |
|----------------------------|--------------------------|
| Councillor Nicholas Coxon | Councillor Richard Craig |
| Councillor Caz Davies | Councillor Paul Hooton |
| Councillor Paul Key | Councillor James Plastow |
| Councillor Kenneth Woolley | |

In Attendance:

| | |
|-----------------|--------------------|
| Rachel Allbones | Town Clerk |
| Stephen Coulman | Operations Manager |
| Sean Alcock | Operations Manager |

PS25/086 Apologies for Absence

Apologies for absence were received from Councillors S Morley, K Woolley.

PS25/087 Public Participation Period

No public in attendance.

PS25/088 Declarations of Interest

No declarations of interest were received.

PS25/089 Dispensation Requests

No dispensation requests were received.

PS24/090 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from items PS25/095 and PS25/096 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

PS25/091 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Property and Services Committee meeting held on Tuesday 8 October 2024 be approved as a true and accurate record and signed by the Chair.

PS25/092 Illuminate (Paper B)

RESOLVED: to approve funding contribution of £1,000 for the Illuminate event in 2025.

PS25/093 Memorial Mason Guidance (Paper C)

RESOLVED: to adopt the revised Memorial Mason Guidance within Gainsborough Town Councils Cemeteries.

PS25/094 Tree Safety Survey (Paper D)

RESOLVED: to NOTE tree safety survey for Council managed sites and that the Operations Manager will produce a maintenance plan for a future meeting.

PS25/095 Richmond House Survey (Paper E)

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

- i. Subject to the following, that the specialist contractor, Timberwise, be appointed as soon as possible to undertake the works to repair and undertake reinstatement to the dry rot affected areas (£16,290.51 plus VAT) as soon as their work schedule permits.
- ii. That as soon as a response is received from the Building Conservation Officer stating the specification of works is acceptable the specialist contractor, Timberwise, is instructed to undertake the necessary works.
- iii. That should a response be received from the Building Conservation Officer requiring additional matters to be included in the specification of works the specialist contractor, Timberwise, is requested to quote for the additional works and to undertake the necessary works.
- iv. That a 20% discretion (£3,258 ex VAT) be given to the Operations Manager to allow for any price fluctuations or unforeseen works.
- v. That the necessary funds come from the General Reserve.
- vi. The budget be adjusted accordingly.

PS25/096 General Cemetery Memorial Tributes

RESOLVED: to write to the grave owner further requesting removal of tributes and to become compliant with the Council's Guidance Notes on Practices and Regulations within Cemeteries. For the Town Clerk to contact the insurance provider to see if the Council are covered should the matter go to court in the future.

PS25/097 2025 / 2026 Budget (Paper F)

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:

- i. Grounds Maintenance
- ii. Richmond House & Park
- iii. Sports Grounds
- iv. Cemetery
- v. Play Areas
- vi. Allotments
- vii. Public Realm
- viii. Events

ix. Christmas Lights

PS25/098 Items for Notification

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

- i. General Cemetery Trees – December
- ii. Love Lane Dyke – December
- iii. Communities Officer Report (Allotments) – December
- iv. Grass Verge Cutting – December
- v. Bus Shelters – December
- vi. Richmond House Fire Risk Assessment review – December
- vii. Marshalls Boiler
- viii. Richmond House Conservatory Replacement
- ix. General Cemetery Extension
- x. General Cemetery potential carpark area
- xi. General Cemetery Chapel

PS25/099 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Property and Services Committee is scheduled for Tuesday 10 December 2024 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 8:05pm.

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

PAPER B

Officer Report to the Property & Services Committee

Report Author: Amanda Clarke
Report Date: 03.12.2024.



Gainsborough
TOWN COUNCIL

Allotment Report

1. Summary

This report has been prepared for the Property and Services Committee members. The report is an update from the previous report issued to the Property and Services Committee members on the 10th September 2024.

2. Allocations

Gardens allocated from 1st September 2024 to 3rd December 2024.

All new tenants have been met face to face meeting by the Communities Officer to go through the tenancy agreement, so they clearly understand the expectations of the tenancy agreement. The appointments last 30- 60 mins.

| | |
|-------------------------------------|------------|
| Foxby Hill | 7 |
| Love Lane | 5 |
| North Warren | 5 |
| Showfield | 1 |
| Spital Hill | 2 |
| Total across the five sites, | 20. |

3. Vacant Gardens

| | |
|-------------------------------------|-----------|
| Foxby Hill | 0 |
| Love Lane | 1 |
| North Warren | 0 |
| Showfield | 0 |
| Spital Hill | 0 |
| Total across the five sites, | 1. |

4. Waiting List

| | |
|-------------------------------------|---|
| Foxby Hill | 7 |
| Love Lane | 2 (Both existing tenants wanting a second garden) |
| North Warren | 2 (One existing tenant wanting a second garden) |
| Showfield | 4 |
| Spital Hill | 4 |
| Total across the five sites, | 19. |

5. Unserviceable Gardens which can be brought back for use

| | |
|--------------|--|
| Foxby Hill | 17 |
| Love Lane | 2 (prone to flooding) |
| North Warren | 14 (Land to adjacent to the riverbank and adjacent to the woods. No current demand for gardens.) |

Showfield 0 (Briars)
Spital Hill 10
Total across the five sites, 26.

6. Costs

The allotments have generated the following income, £11,026.64, across the five sites from 01/04/2024 to date.

7. Additional tasks completed between 1st September and 2024 and 3rd December 2024

Showfield.

The Site Secretary has formed a volunteer group to attend to the flower bed boundary adjacent to the wall, east side of the allotment.

North Warren.

The 1.8 palisade fence, adjacent to North Warren Road has been installed.

Love Lane Pond.

Love Lane Pond Management plan and conditions of the approved retrospective planning permission set out by Richard Green WLDC LPA (West Lindsey District Council, Local Planning Authority) consisting of installation of 1.8 m green palisade fencing has been installed and the Ecological Survey recommendations have been implemented.

WLDC LPA Richard Green has been notified that the conditions of the planning approval have been adhered to. No further action / intervention from WLDC LPA.

Helen Archer, Archer Ecology has approved the works undertaken as recommended in her Ecological Survey. No further action / intervention from Archer Ecology.

Love Lane Dyke.

Following on from the approval to carry out works of drudging the dyke on Love Lane allotments by Cllr Dennis Dannatt, Retford Memorials commenced work on 03/12/2024. Maintenance of the dyke, stimming and raking, will have to be a minimum of bi-monthly throughout the summer months, to avoid overgrowth of foliage within the dyke.

Given that many gardens flood after excessive rainfall, a CCTV drainage survey for the site will be required to ascertain the surface water is due to exceptional rain fall and not an issue with the land drainage.

Foxby Hill.

The regeneration demolition of unsafe structures has been completed

Newsletter.

Newsletters have been cascaded to all Tenants by email through the 2024. The newsletters have been welcomed by many tenants who have seized the opportunity to share, knowledge tips and much more.

Training.

Asbestos Awareness.

Growth Mindset.

Fire Warden.

8. Recommendation

For the Council to approve the Communities Officer to source contractors to invite them to quote for CCTV drainage survey on Love Lane Allotments.

The Town Clerk and Community Officer, in junction with the Chair of the Committee, to approve the associated costs for the CCTV, subject to it being within the allocated budget.

PAPER C

**Officer Report to the
Property & Services Committee**

Report Author: Amanda Clarke
Report Date: 03.12.2024



Gainsborough
TOWN COUNCIL

Communities Officers – Update

1. Summary

This report has been prepared for the Property and Services Committee members. The report is an overview of the Communities Officer role, which commenced on the 01/11/2024.

2. Training Completed

02/10/2024- Easy Funder Workshop

09/10/2024 – Tesco’s fundraising – Tesco groundworks

30/10/2024- 04/12/2024 – VCS funding ready course.

Pending Courses 8th and 15th January 2025- Grant Writing Skills

3. Projects Identified

3.1 Richmond Park, Aviary Site - To turn this space into a nature area, comprising of raised beds with perennial bee and butterfly enhancing flowers and shrubs. Raised beds to serve as a community food sharing e.g. strawberries. Small water feature and seating area such as picnic benches.

This area could be utilised by the general public, schools and extracurricular activities for nature and art projects.

It is intended to reach out to the local teenager community who utilise Richmond Park to partake in planting the shrubs to give a sense of pride and ‘ownership’ of the park and the importance of respecting it.

It is intended to discuss the potential of the Hastings Group to support with the upkeep and maintenance of the garden.

3.2 General Cemetery – Memorial / reflection garden.

3.3 Foxby Hill Gates – Due to the heavy traffic on Foxby Hill the gates in situ require to be reset further into the site by approximately three meters. This will allow for tenants driving on and off site, to park in a ‘bay’ where they can easily lock and unlock the gates.

3.4 Love Lane Pond – To further enhance this area for nature, raised beds to be installed along the boundaries of the fence, planted with perennial bee and butterfly enhancing flowers and shrubs. To extend this area utilising garden eight once this has been vacated by the sitting tenant.

3.5 Levellings Skate Park – to reintroduce a skate park to the play area.

3.6 Marshalls – Astro Net Training Pitch. A meeting has been held with a representative from Gainsborough Cricket club, to identify their needs. A further meeting has been scheduled for week commencing 9th December 2024 with a contractor to ascertain the associated costs for the training pitch.

3.7 General Cemetery Chapel. To restore the Chapel to prevent further deterioration, focussing on immediate works outlined in the Architects condition report 24/11/2023.

Ongoing, to restore the Chapel to a standard whereby it could be used by the general public and charities, for e.g. remembrance events/ vigils.

3.8 Community focussed groups and organisations.

To restore partnership / collaborative working make contact with 'The Friends of Richmond Park' and 'The Friends of the Gainsborough Cemeteries and Chapel'.

A meeting has been scheduled for January 2025 with West Lindsey District Council; Communities team. The attendees are, Grant White Communities Manager, Clare Morris Community Engagement Officer, Rachel Allbones and Amanda Clarke to discuss any potential partnership working around community engagement projects.

4. Recommendation

For the Committee members to consider and approve the above projects 3.1 – 3.8 for the Communities Officer to source funding for.

PAPER D

**Officer Report to the
Property and Services Committee**

Report Author: Amanda Clarke.
Report Date: 11.11.2024.



Gainsborough
TOWN COUNCIL

Site Secretary

1. Summary

The Allotment Site Secretary role, over the course of time, has changed. This report is to propose a name change for the role and to propose a change in the election process of the Site Secretary.

2. Background

Historically the Site Secretaries were responsible for more duties than what they are now. They would allocate gardens, take the money for gardens, attend quarterly meetings and issued the tenancy agreements.

Moreso now the voluntary Site Secretary role is less admin based. They represent the site by being the spoke person, working alongside the Allotment Officer they support in organising community-based activities such as summer gatherings, they accompany the Allotment Officer on site meetings with prospective new tenants and contractors, and communicate any issues or concerns that arise on site.

Given these changes of role, the title 'Site Secretary' does not fit the role description therefore a name change for this role is proposed to be 'Site Representative'.

Site Secretary nominations are requested each year in April, where there is more than one nominee, an election will take place.

To allow reasonable working relations to form it is proposed the elected Site Secretary hold the position for three years. This will provide adequate time for a professional working relationship to form between the Site Secretary and the Council.

If within the first year of being in post the Site Secretary is deemed inappropriate, or steps down from the position then a request for a nominated Site Secretary will be issued.

The current Site Secretaries were asked for their thoughts on the above proposals,

North Warren, Nathan Smith commented, 'it does make sense, and I don't mind one bit.'

Showfields, Lynda Clements commented, 'Site representative excellent suggestion same as voted in person staying for 3 years'.

Foxby Hill, Jonny Dukes commented, 'Hi I think that's a great idea.'

Foxby Hill, Paul Hooton commented, 'I don't really see any problem changing the role name for Site Secretary to Site Representative and I can't see a problem with the 3 years in position unless anyone has problems with the reps.'

Love Lane Rachael DuRose commented, 'I agree with both points above.'

3. Cost

No cost to the Council.

4. Recommendation

- i. For the committee to approve the name change to Site Representative.

- ii. For the committee to approve elections for Site Secretaries be every three years.
- iii. For Committee to recommend to Full Council to amend Structure and Functions 11.5 – 11.26 accordingly.

PAPER E

PAPER F

PAPER G

PAPER H

Proposed Budget 2025 / 2026

05/12/2024

| 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 | 12,546 | 64.88 | |
| 300/1 | Vehicle Hire | 0 | 0 | 0 | 0 | #DIV/0! | |
| 300/2 | LCC Contribution towards Highway Verge Cutting | 5,814 | 7,509 | 12,360 | 12,446 | 65.75 | |
| 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 | 12,546 | 64.88 | |
| NET EXPENDITURE | | 39,893 | 54,450 | 23,108 | 54,754 | 0.56 | |

Proposed Budget 2025 / 2026

05/12/2024

| 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 | |

Proposed Budget 2025 / 2026

05/12/2024

| 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 | |

Proposed Budget 2025 / 2026

05/12/2024

| 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 |
|---------|---|-------------------------|---------------------------|--------------------------------|----------------------------|--------------|--|
| | | £ | £ | £ | £ | % | |
| 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 |

Proposed Budget 2025 / 2026

05/12/2024

| 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 | |

Proposed Budget 2025 / 2026

05/12/2024

| 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 | |

Proposed Budget 2025 / 2026

05/12/2024

| 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

05/12/2024

| 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

05/12/2024

| 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

05/12/2024

| 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

05/12/2024

| 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

05/12/2024

| 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

05/12/2024

| 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 | -17.86 | |

Proposed Budget 2025 / 2026

05/12/2024

| 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 | |