

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 28 January 2025** 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

FS25/104 Apologies for Absence

To note apologies for absence.

FS25/105 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.

FS25/106 Declarations of Interest

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

FS25/107 Dispensation Requests

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

FS25/108 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.

FS25/109 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 Wednesday 18 December 2024 (pages 4 to 7)

FS25/110 Finance Reports

To receive and consider for approval the following financial reports:

- i. Unpaid Expenditure Transactions for 23 January 2025 **Paper B** (pages 8 to 15)
- ii. Cashbook Summary (including due and unpaid transactions) for 23 January 2025 **Paper C** (pages 16 to 18)
- iii. Budget Comparison Report (including due and unpaid transactions) for 23 January 2025 **Paper D** (pages 19 to 36)

FS25/111 Bank Reconciliation

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

Paper E (pages 37 to 49)

FS25/112 Budget Revision 2024 / 2025

To consider and approve the second draft revised budget for 2024/25.

Paper F (pages 50 to 70)

FS25/113 Commercial Credit Card

To consider approving provision of a Commercial credit Card to the Operations Manager.

Paper G (pages 71 to 72)

FS25/114 Fees and Charges

To consider and approve fees & charges for sports, burial grounds and events for 2025/26, allotments for 2026/27 and allotment water charges for 2025/26.

Paper H (pages 73 to 80)

FS25/115 Items for Notification

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

- i. Environment and Sustainability Policy
- ii. Strategic Plan
- iii. Registrar Lease renewal
- iv. Filming and Recording Meetings Policy Review
- v. Public Participation at Meetings Policy Review
- vi. Communications Policy Review
- vii. GDPR Policy Review
- viii. Councillor Vacancy (Co-option) Policy Review
- ix. Employee / Councillor Protocol Review
- x. Social Media Policy Review
- xi. Publication Scheme & FOI Review
- xii. Pensions Discretionary Policy Review

- xiii. Member Training and Development Policy Review
- xiv. LCAS Silver Status submission – July 2025

FS25/116 Time and Date of Next Meeting

To note the date and time of the next Finance and Strategy Committee meeting is scheduled for Tuesday 25 February 2025 at 6:30pm.

Rachel Allbones
Town Clerk
Richmond House
Gainsborough

Thursday, 23 January 2025

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 **Wednesday 18 December 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

Councillor Paul Key

Councillor Kenneth Woolley

Councillor Michael Devine

Councillor Paul Hooton

Councillor James Plastow

In Attendance:

Rachel Allbones

Sean Alcock

Town Clerk & Responsible Finance Officer (TC)

Operations Manager

FS25/091 Apologies for Absence

No apologies were received.

FS25/092 Public Participation Period

No public in attendance.

FS25/093 Declarations of Interest

Councillor Dobbie declared a personal interest in agenda item FS25/099i, as he previously granted funds from his District Councillor Initiative Fund and his daughter attends brownies there.

FS25/094 Dispensation Requests

No dispensation requests were received.

FS25/095 Items for Exclusion of Public and Press

No items for the exclusion of public and press.

FS25/096 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Finance and Strategy Committee meeting held on Tuesday 26 November 2024 be approved as a as a true and accurate record and signed by the Chair.

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

Initialled:

FS25/097 Finance Reports (Papers B, C & D)

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

- i. Unpaid Expenditure Transactions for 13 December 2024.
- ii. Cashbook Summary (including due and unpaid transactions) for 13 December 2024.
- iii. Budget Comparison Report (including due and unpaid transactions) for 13 December 2024.

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

FS25/098 Bank Reconciliation (Paper E)

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

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

FS25/099 Community Grant Applications (Papers F, G & H)

Members considered grant applications received.

- i. St George's Church Community Hall - £828

RESOLVED: to award a £828 Community Grant to St George's Church Community Hall.

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

- ii. Rose Leisure Bowls - £1,000

RESOLVED: to award a £1,000 Community Grant to Rose Leisure Bowls Club.

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

FS25/100 Rolling Project Plan (Paper I)

RESOLVED: to **RECOMMEND TO FULL COUNCIL** to adopt the Rolling Project Plan.

It was noted the Council need to look at adopting a green/environment policy and carbon emissions policy.

FS25/101 Draft 2025 / 2026 Budget (Paper J)

Members thoroughly reviewed the draft budget and the new Tax Base.

RESOLVED: to **RECOMMEND TO FULL COUNCIL** the draft proposed budget for 2025/26 with a precept of £691,000 which equates to a 3% rise.

FS25/102 Items for Notification

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

- i. Green/environment Policy
- ii. Carbon Emissions Policy
- iii. Strategic Plan
- iv. Registrar Lease renewal

Initialled:

- 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

FS25/103 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 28 January 2025 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:44pm.

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

PAPER B

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
21980	BP2412	17/12/2024	£1,506.00	£251.00	£1,255.00	1,506.00	Beckside Machinery Ltd - WCP100 PTO Wood Chipper	New grounds equipment	
21981	BP2412	17/12/2024	£360.00	£60.00	£300.00	360.00	Rigel Wolf Ltd - Quarterly payroll	Payroll services	
21982	BP2412	10/12/2024	£348.16	£58.03	£290.13	348.16	Chubb Fire & Security Ltd - Fire alarm maintenance	Richmond House	16/01/25 - 15/01/26
21983	BP2412	14/12/2024	£1,776.00	£296.00	£1,480.00	1,776.00	Retford Memorials - Clear and dig out ditch	Love Lane Allotments	
21984	BP2412	16/12/2024	£120.00	£20.00	£100.00	120.00	DS Heating & Plumbing - Supply and fit pressure gauge and CO detector (Bowls pav)	Marshalls Bowls Pavilion	
21985	BP2412	13/09/2024	£500.00	£0.00	£500.00	500.00	Greener Gainsborough CIO - Community grant	Community grants	
21986	BP2412	12/12/2024	£221.50	£24.00	£197.50	221.50	Viking Direct - Copy paper, stamps, pens, tip-ex, laminating pouches	Postage & Stationery	
21987	BP2412	16/12/2024	£50.81	£8.47	£42.34		Peacock and Binnington - Chains for pole saws	Equipment Maintenance	
22014	BP2412	12/12/2024	£274.25	£45.71	£228.54		Peacock and Binnington - Equipment repair HS82T hedger blades damaged	Equipment Maintenance	
22015	BP2412	12/12/2024	£445.68	£74.27	£371.41	770.74	Peacock and Binnington - Equipment repair HLA86 hedge trimmer	Equipment Maintenance	
22011	BP2501	20/12/2024	£1,000.00	£0.00	£1,000.00	1,000.00	Rose Leisure Bowls Club - Community grant	Community Grants	
22012	BP2501	23/12/2024	£2,858.46	£0.00	£2,858.46	2,858.46	Lincolnshire Association of Local Councils - LALC and NALC subscriptions	Subscriptions	
22013	BP2501	21/12/2024	£660.00	£110.00	£550.00	660.00	Retford Memorials - Grave digging XJCO0043	Grave Digging	
22016	BP2501	18/12/2024	£5.20	£0.87	£4.33		Trade UK - Fire door signs	Richmond House	
22017	BP2501	19/12/2024	£42.72	£7.12	£35.60	47.92	Trade UK - Sharp sand, cement, bungie cords and ratchet	Levellings Goal posts and vehicles	
22018	BP2401	05/12/2024	£5,530.25	£921.71	£4,608.54	5,530.25	Thonock Park - 190 Meals and 29 table cloths	Mayors Charity	
22019	BP2501	30/12/2024	£658.28	£109.71	£548.57		F5 Computing Ltd - Microsoft 365 & back ups	IT Services	
22020	BP2501	30/12/2024	£474.47	£79.08	£395.39		F5 Computing Ltd - Watchguard firewall renewal	IT Services	Annually

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
22021	BP2501	30/12/2024	£72.00	£12.00	£60.00	1,204.75	F5 Computing Ltd - Domain registration	IT Services	Annually
22027	BP2501	05/07/2024	£720.00	£120.00	£600.00	720.00	24-7 Drains Limited - 3/7/24 Richmond house carry out CCTV drain inspection and trace drains, pressure jet drains	Richmond Park	
22028	BP2501	31/12/2024	£339.76	£56.62	£283.14	339.76	High Street Garage - Fuel	Grounds Maintenance	
22033	BP2501	03/01/2025	£720.00	£120.00	£600.00	720.00	A J Douce Roofing - Remove 15 ridges, rebed and repoint, replace 8 broken tiles	Richmond House	
22034	BP2501	26/12/2024	£84.00	£14.00	£70.00	84.00	The National Allotment Society - Subscription	Subscriptions	
22050	BP2501	08/01/2025	£1,800.00	£300.00	£1,500.00	1,800.00	Peacock and Binnington - upgraded hedge flail	New Grounds Equipment	
22051	BP250120B	10/01/2025	£100.00	£0.00	£100.00	100.00	Covenham Sailability - Donation for boat to be used for GiB	Gainsborough in Bloom	
22052	BP250120	16/01/2025	£647.98	£108.00	£539.98	647.98	Boughton Loam Ltd - 19tonne Landscape 20 top soil	Marshalls Cricket	
22053	BP2501	19/12/2024	£1,155.00	£192.50	£962.50	1,155.00	James Broadbent Plumbing & Heating Ltd - Supply and fit flue and fix leak	Marshalls	
22054	BP2501	13/01/2025	£250.00	£41.67	£208.33		Gainsborough Skip Hire - Skip hire for clearance	Foxby Hill Allotments	
22055	BP2501	13/01/2025	£250.00	£41.67	£208.33	500.00	Gainsborough Skip Hire - Skip hire	Richmond Park	
22056	BP2501	07/01/2025	£29.95	£4.99	£24.96		Trade UK - UCI Kutlass Ultra-PU2G Colour-Coded Cut Resistant Gloves Green/Grey Large	Staff Workwear	
22079	BP2501	20/01/2025	£33.09	£5.52	£27.57		Trade UK - Welding helmet	Staff Workwear	
22085	BP2501	24/12/2024	£14.49	£2.41	£12.08	77.53	Trade UK - Materials for Tim's memorial plaque	Richmond Park	
22057	BP2501	09/01/2025	£1,662.29	£277.05	£1,385.24	1,662.29	Nave Plumbing & Heating Ltd - Trace lines of pipes and produce schematic, repair leaks found	Marshalls	
22058	BP2501	09/01/2025	£6,138.06	£1,023.01	£5,115.05	6,138.06	Blachere Illumination UK Limited - Removal and storage of Christmas lights	Christmas Lights	
22059	BP2501	18/12/2024	£828.00	£0.00	£828.00	828.00	St George's District Church Council - Community Grant	Community Grants	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
22060	BP2501	13/12/2024	£15.58	£2.60	£12.98	15.58	Huws Gray Limited - Lock for wardens office	Richmond House	
22061	BP2501	17/01/2025	£68.00	£0.00	£68.00	68.00	Sleaford Town Council - X2 Tickets to Charity Burns Night	Mayoral Expenses	
22074	BP2501	20/01/2025	£446.45	£74.41	£372.04		Greenstripe Innovations Ltd - Dennis cylinder mower - full service to machine and cassette	Equipment Maintenance	
22075	BP2501	20/01/2025	£446.45	£74.41	£372.04	892.90	Greenstripe Innovations Ltd - Dennis cylinder mower - full service to machine and cassette	Equipment Maintenance	
22076	BP2501	10/01/2025	£359.06	£59.84	£299.22	359.06	Chubb Fire & Security Ltd - Fire alarm maintenance	Marshalls	
22078	BP2501	21/01/2025	£500.00	£83.34	£416.66	500.00	Gainsborough Skip Hire - Skip hire	Foxby Hill & North Warren Allotments	
22080	BP250121	21/01/2025	£363.00	£11.67	£351.33	363.00	PortalPlanQuest Ltd - Planning application	Richmond House & Park	
22086	BP2501	08/01/2025	£33.20	£5.53	£27.67		Lincolnshire Bearings and Fasteners Ltd - Blades for the grinder	Consumables	
22087	BP2501	17/01/2025	£75.07	£12.51	£62.56		Lincolnshire Bearings and Fasteners Ltd - Washers and bolts and gloves	Levellings fence & workwear	
22088	BP2501	08/01/2025	£5.40	£0.90	£4.50	113.67	Lincolnshire Bearings and Fasteners Ltd - Bolts	Levellings fence	
22081	CC2502	16/01/2025	£11.84	£1.97	£9.87	11.84	Amazon EU SARL - Wellingtons (AM)		
22082	CC2502	20/01/2025	£15.95	£2.66	£13.29	15.95	Amazon EU SARL - Large Asbestos Bags		
22083	CC2502	12/01/2025	£11.97	£1.99	£9.98	11.97	Amazon EU SARL - Emergency light test fish key		
22062	CR250109	28/11/2024	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up (Team 2)	Mobiles	
22063	CR250109	17/01/2025	£10.00	£0.00	£10.00		Heritage Trust Network - Carbon Literacy Training	Staff Training	
22064	CR250109	17/12/2024	-£8.71	£0.00	-£8.71	1.29	Heritage Trust Network - Carbon Literacy Training - Refund, eligible to attend	Staff Training	
22065	CC2502	03/01/2025	£150.00	£25.00	£125.00	150.00	HSQE (My Vital Skills) - IOSH managing safely	Staff Training	
22066	CC2502	06/01/2025	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up (Team 4)	Mobiles	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
22067	CC2502	10/01/2025	£244.78	£40.80	£203.98	244.78	Machine Mart Ltd - X2 Toolkits for vans	Grounds Equipment	
22035	CC2502	02/01/2025	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up	Mobiles	
22036	CC2502	02/01/2025	£10.00	£1.67	£8.33	10.00	Vodafone - Mobile top up	Mobiles	
22038	CR250109	12/12/2024	£10.99	£1.83	£9.16	10.99	Amazon EU SARL - Hoover bags	Cleaning Supplies	
22039	CC2502	07/01/2025	£49.99	£8.33	£41.66	49.99	Amazon EU SARL - JML Rayzor Shovel Spade	Grounds Equipment	
22068	CR250109	29/12/2024	£19.97	£3.33	£16.64	19.97	Adobe Systems Software Ireland Ltd - Adobe Acrobat Pro DC Subscription	IT Services	Monthly
22010	DD241224	24/12/2024	£93.50	£15.58	£77.92	93.50	Stallard Kane Associates Ltd - Employment Law Services	HR Services	Monthly
21971	DD250102	01/01/2025	£110.02	£0.00	£110.02		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
21972	DD250102	01/01/2025	£54.22	£0.00	£54.22		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
21973	DD250102	01/01/2025	£171.17	£0.00	£171.17		West Lindsey District Council - Refuse & recycling service	General Cemetery	Monthly
21974	DD250102	01/01/2025	£42.79	£0.00	£42.79	378.20	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
22069	DD2502	01/02/2025	£110.02	£0.00	£110.02		West Lindsey District Council - Refuse & recycling service	Richmond Park	Monthly
22070	DD2502	01/02/2025	£54.22	£0.00	£54.22		West Lindsey District Council - Refuse & recycling service	Marshalls	Monthly
22071	DD2502	01/02/2025	£171.17	£0.00	£171.17		West Lindsey District Council - Refuse & recycling service	General Cemetery	Monthly
22072	DD2502	01/02/2025	£42.79	£0.00	£42.79	378.20	West Lindsey District Council - Refuse & recycling service	Spital Hill Allotments	Monthly
21975	DD250115B	01/01/2025	£79.00	£0.00	£79.00		West Lindsey District Council - Non-Domestic Rates	North Warren Cemetery	Monthly
21976	DD250115C	01/01/2025	£612.00	£0.00	£612.00		West Lindsey District Council - Non-Domestic Rates	General Cemetery	Monthly
21977	DD250115D	01/01/2025	£936.00	£0.00	£936.00		West Lindsey District Council - Non-Domestic Rates	Marshalls	Monthly
21978	DD250115E	01/01/2025	£283.00	£0.00	£283.00	1,910.00	West Lindsey District Council - Non-Domestic Rates	Richmond Park	Monthly

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
22024	DD250116B	02/01/2025	£36.27	£1.73	£34.54		British Gas Business - Electricity usage	Levelling's	1/12/24 - 30/12/24
22025	DD250116C	02/01/2025	£44.49	£2.12	£42.37		British Gas Business - Electricity usage	Marshalls External Changing	1/12/24 - 30/12/24
22026	DD250116	02/01/2025	£82.61	£3.93	£78.68		British Gas Business - Electricity usage	Richmond House Flat	1/12/24 - 30/12/24
22031	DD250117C	03/01/2025	£457.87	£76.31	£381.56		British Gas Business - Electricity usage	Marshalls Main Pavilion	1/12/24 - 31/12/24
22040	DD250122	08/01/2025	£11.62	£0.55	£11.07		British Gas Business - Electricity usage	Marshalls Bowls Pavilion	5/12/24 - 6/1/25
22041	DD250122B	08/01/2025	£11.62	£0.55	£11.07		British Gas Business - Electricity usage	General Cemetery	5/12/24 - 6/1/25
22042	DD2501	10/01/2025	£89.10	£4.24	£84.86	733.58	British Gas Business - Electricity usage	Richmond Park Greenhouse	5/12/24 - 6/1/25
22022	DD250117	02/01/2025	£1,439.71	£239.95	£1,199.76		EDF Energy - Gas usage	Marshalls Main Pavilion	1/12/24 - 31/12/24
22023	DD250117B	02/01/2025	£47.41	£2.26	£45.15		EDF Energy - Gas usage	Levelling's	1/12/24 - 31/12/24
22032	DD250121	06/01/2025	£235.48	£39.25	£196.23	1,722.60	EDF Energy - Electricity usage	Richmond House Main House	4/12/24 - 31/12/24
22037	DD250121B	06/01/2025	£735.25	£122.54	£612.71	735.25	E.ON - Gas usage	Richmond House	1/12/24 - 31/12/24
21993	BP2501	13/11/2024	£31.62	£0.00	£31.62		Water Plus Ltd - Used water & surface water drainage	Marshalls	12/10/24 - 12/11/24
21994	BP2501	13/12/2024	£31.41	£0.00	£31.41		Water Plus Ltd - Used water & surface water drainage	Marshalls	12/11/24 - 12/12/24
22045	BP2501	14/01/2025	£43.28	£0.00	£43.28		Water Plus Ltd - Used water & surface water drainage	Marshalls	12/12/24 - 12/1/25
21995	BP2501	14/11/2024	£39.38	£0.00	£39.38		Water Plus Ltd - Used water & surface water drainage	General Cemetery	13/10/24 - 13/11/24
21996	BP2501	14/12/2024	£23.67	£0.00	£23.67		Water Plus Ltd - Used water & surface water drainage	General Cemetery	13/11/24 - 13/12/24
22046	BP2501	14/01/2025	£57.49	£0.00	£57.49		Water Plus Ltd - Used water & surface water drainage	General Cemetery	13/12/24 - 13/1/25
21997	BP2501	16/11/2024	£8.37	£0.00	£8.37		Water Plus Ltd - Used water & surface water drainage	Levelling's	15/10/24 - 15/11/24
21998	BP2501	17/12/2024	£12.03	£0.00	£12.03		Water Plus Ltd - Used water & surface water drainage	Levelling's	15/11/24 - 15/12/24
22047	BP2501	16/01/2025	£8.37	£0.00	£8.37		Water Plus Ltd - Used water & surface water drainage	Levelling's	15/12/24 - 15/1/25
21999	BP2501	05/12/2024	-£64.05	£0.00	-£64.05		Water Plus Ltd - Contra 21357, Used water & surface water drainage	Richmond Park	7/3/24 - 7/4/24
22000	BP2501	05/12/2024	-£52.98	£0.00	-£52.98		Water Plus Ltd - Contra 21400, Used water & surface water drainage	Richmond Park	7/4/24 - 7/5/24
22001	BP2501	05/12/2024	-£81.66	£0.00	-£81.66		Water Plus Ltd - Contra 21470, Used water & surface water drainage	Richmond Park	7/5/24 - 7/6/24
22002	BP2501	05/12/2024	-£58.15	£0.00	-£58.15		Water Plus Ltd - Contra 21570, Used water & surface water drainage	Richmond Park	7/6/24 - 7/7/24

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
22003	BP2501	05/12/2024	-£86.83	£0.00	-£86.83		Water Plus Ltd - Contra 21649, Used water & surface water drainage	Richmond Park	7/7/24 - 7/8/24
22004	BP2501	05/12/2024	-£81.66	£0.00	-£81.66		Water Plus Ltd - Contra 21713, Used water & surface water drainage	Richmond Park	7/8/24 - 7/9/24
22005	BP2501	05/12/2024	-£63.32	£0.00	-£63.32		Water Plus Ltd - Contra 21816, Used water & surface water drainage	Richmond Park	7/9/24 - 7/10/24
22006	BP2501	05/12/2024	£288.72	£0.00	£288.72		Water Plus Ltd - Used water & surface water drainage	Richmond Park	7/3/24 - 7/11/24
22007	BP2501	08/12/2024	£29.72	£0.00	£29.72		Water Plus Ltd - Used water & surface water drainage	Richmond Park	7/11/24 - 7/12/24
22048	BP2501	09/01/2025	£23.50	£0.00	£23.50	108.91	Water Plus Ltd - Used water & surface water drainage	Richmond Park	7/12/24 - 7/1/25
21988	DD241217F	03/12/2024	£23.17	£0.00	£23.17		Anglian Water Business (National) Ltd - Water charges	Levelling's	3/9/24 - 2/12/24
21989	DD241217G	03/12/2024	£83.10	£0.00	£83.10		Anglian Water Business (National) Ltd - Water charges	Richmond Park	3/9/24 - 2/12/24
21990	DD241220C	06/12/2024	£127.58	£0.00	£127.58		Anglian Water Business (National) Ltd - Water charges	Marshalls	6/9/24 - 5/12/24
21991	DD241220B	06/12/2024	£108.24	£0.00	£108.24		Anglian Water Business (National) Ltd - Water charges	General Cemetery	6/9/24 - 5/12/24
21992	DD250107	15/12/2024	£254.17	£0.00	£254.17		Anglian Water Business (National) Ltd - Water charges	Spital Hill Allotments	15/9/24 - 14/12/24
22084	BP2501	02/01/2025	£22.21	£3.70	£18.51	618.47	Anglian Water Business (National) Ltd - Water charges	Foxby Hill Allotments	1/10/24 - 31/12/24
22008	DR250107	16/12/2024	£17.50	£0.00	£17.50	17.50	HSBC - Bank charges	Bank Charges	17/11/24 - 16/12/24
22030	DD250115	02/01/2025	£86.31	£14.39	£71.92	86.31	Integrating Solutions Ltd - Copier charges	Printing	Monthly
22043	DD2501	09/01/2025	£291.37	£48.56	£242.81	291.37	British Telecommunications Plc - Phone line and broadband services	Phone & Broadband	Monthly
22049	DD250120	11/01/2025	£102.66	£17.11	£85.55	102.66	EE Ltd - X4 mobiles	Mobiles	Monthly
22044	DD250121C	10/01/2025				197.53	Clear Business Electricity - Landline, broadband & electricity charges		
		1	£63.60	£10.60	£53.00		Alarm line	Richmond House	
		2	£67.34	£11.22	£56.12		CCTV Broadband & Phoneline	Richmond House	
		3	£66.59	£11.10	£55.49		CCTV Broadband & Phoneline	Marshalls	

ExpTno	Cheque	Ledger date	Gross	Vat	Net	Chq / Trans Total	Transaction Details	Heading	Occurrence
22009	DD250102B	16/12/2024	£1,038.04	£173.00	£865.04	1,038.04	Lex Autolease Limited - X2 Renault Trafic Lease	Vehicle Expenses	15/1/25 - 14/2/25
22073	DD2502	16/01/2025	£1,038.04	£173.00	£865.04	1,038.04	Lex Autolease Limited - X2 Renault Trafic Lease	Vehicle Expenses	15/2/25 - 14/3/25
22029	DD250114	02/01/2025	£99.00	£16.50	£82.50	99.00	Fuelgenie - Fuel usage	Vehicle Expenses	1/12/24 - 31/12/24
21979	BP2512	01/12/2024				33,839.72	Rigel Wolf Ltd - December Payroll		
		1	£27,123.67	£0.00	£27,123.67		December Payroll	Gross Salary	
		2	£2,531.88	£0.00	£2,531.88		December Payroll	Employer NI	
		3	£4,133.32	£0.00	£4,133.32		December Payroll	Employer Pension Cont	
		4	£50.85	£0.00	£50.85		December Payroll	Staff Mileage	
22077	BP2501	01/01/2025				31,339.27	Rigel Wolf Ltd - January Payroll		
		1	£25,289.38	£0.00	£25,289.38		January Payroll	Gross Salary	
		2	£2,383.35	£0.00	£2,383.35		January Payroll	Employer NI	
		3	£3,666.54	£0.00	£3,666.54		January Payroll	Employer Pension Cont	
				£5,791.40	£103,482.14	£109,273.54			
Chairman Signature _____						RFO Signature _____		Date _____	

PAPER C

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 22/01/25 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	£36,099.33	£0.00	£36,099.33
Administration	£89,653.01	£0.00	£89,653.01
Mayors Charity	£13,131.40	£0.00	£13,131.40
Events	£2,250.00	£0.00	£2,250.00
Grounds Maintenance	£12,435.74	£0.00	£12,435.74
Richmond Park & House	£13,232.31	£0.00	£13,232.31
Sports Grounds	£54,809.66	£0.00	£54,809.66
Allotments	£11,112.41	£0.00	£11,112.41
Precept	£645,316.00	£0.00	£645,316.00
Community Infrastructure Levy	£34,367.08	£0.00	£34,367.08
Total Receipts	<u>£912,406.94</u>	<u>£0.00</u>	<u>£912,406.94</u>

PAYMENTS	Net	Vat	Gross
Cemetery	£33,130.60	£3,927.44	£37,058.04
Administration	£41,142.12	£3,833.67	£44,975.79
Mayors Charity	£6,441.13	£931.23	£7,372.36
Events	£4,000.00	£6.60	£4,006.60
Employee Costs	£306,427.14	£508.38	£306,935.52
Grounds Maintenance	£44,362.88	£8,091.47	£52,454.35
Richmond Park & House	£33,166.11	£4,235.48	£37,401.59
Sports Grounds	£47,060.47	£6,010.96	£53,071.43
Play Areas	£6,852.68	£1,389.05	£8,241.73
Allotments	£15,441.45	£2,204.34	£17,645.79
Public Realm	£2,539.84	£289.67	£2,829.51
Christmas Lights	£26,384.07	£4,663.40	£31,047.47
Ear Marked Reserves	£181,087.92	£32,308.85	£213,396.77
Total Payments	<u>£748,036.41</u>	<u>£68,400.54</u>	<u>£816,436.95</u>

Closing Balances

Ordinary Accounts

HSBC Current/ Deposit Account	£661,126.37
Petty Cash	£100.00
	<u>£661,226.37</u>
Total	<u>£661,226.37</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 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Precept					
Income					
100	Precept	£645,216.00	£645,216.00	£0.00	0.00%
105	WLDC Precept Contribution	£100.00	£100.00	£0.00	0.00%
Total Income		£645,316.00	£645,316.00	£0.00	0.00%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Employee Costs					
Expenditure					
1000	Payroll	£400,000.00	£303,747.60	£96,252.40	-24.06%
1010	Travel and Training	£3,400.00	£1,315.36	£2,084.64	-61.31%
1020	Workwear & ID	£3,250.00	£1,327.18	£1,922.82	-59.16%
1030	HR	£0.00	£0.00	£0.00	0.00%
Total Expenditure		£406,650.00	£306,390.14	£100,259.86	-24.66%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Administration					
Income					
201	VAT overclaim	£0.00	£0.00	£0.00	0.00%
205	Bank Interest	£13,000.00	£13,382.30	£382.30	2.94%
210	Insurance Reimbursement (GTF)	£1,558.00	£0.00	-£1,558.00	-100.00%
215	Legal Fee Reinbursement	£0.00	£40.00	£40.00	100.00%
220	Subject Access Request / FOI	£0.00	£0.00	£0.00	0.00%
225	Insurance Claims	£0.00	£0.00	£0.00	0.00%
Total Income		£14,558.00	£13,422.30	-£1,135.70	-7.80%
Expenditure					
2000	Office Supplies & Telecom	£14,400.00	£11,892.75	£2,507.25	-17.41%
2010	Publicity	£570.00	£542.00	£28.00	-4.91%
2020	Subscriptions	£3,010.00	£3,083.46	-£73.46	2.44%
2030	Democratic & Civic	£6,822.00	£3,088.02	£3,733.98	-54.73%
2040	Grants	£4,080.00	£4,138.00	-£58.00	1.42%
2060	Insurance	£13,000.00	£12,856.20	£143.80	-1.11%
2070	HR & Finances	£7,646.00	£4,137.05	£3,508.95	-45.89%
2080	Legal Fees	£3,000.00	£411.40	£2,588.60	-86.29%
Total Expenditure		£52,528.00	£40,148.88	£12,379.12	-23.57%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Grounds Maintenance					
Income					
300	Vehicle Hire	£0.00	£0.00	£0.00	0.00%
310	LCC Contribution towards Highway Verge Cutting	£7,509.00	£12,359.74	£4,850.74	64.60%
320	Sale of Grounds Equipment	£0.00	£0.00	£0.00	0.00%
330	Scrap	£100.00	£76.00	-£24.00	-24.00%
Total Income		£7,609.00	£12,435.74	£4,826.74	63.43%
Expenditure					
3000	Vehicle Costs	£22,609.00	£17,814.06	£4,794.94	-21.21%
3010	Grounds Maintenance - All Sites	£37,750.00	£24,903.65	£12,846.35	-34.03%
3020	Cleaning Products	£1,700.00	£806.30	£893.70	-52.57%
Total Expenditure		£62,059.00	£43,524.01	£18,534.99	-29.87%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Richmond Park & House					
Income					
400	Richmond Park	£14,035.00	£8,751.25	-£5,283.75	-37.65%
Total Income		£14,035.00	£8,751.25	-£5,283.75	-37.65%
Expenditure					
4000	Richmond Park & House	£55,813.00	£27,946.12	£27,866.88	-49.93%
Total Expenditure		£55,813.00	£27,946.12	£27,866.88	-49.93%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Sports Grounds					
Income					
500	Roses	£7,750.00	£7,750.00	£0.00	0.00%
510	Marshalls	£16,967.00	£13,159.05	-£3,807.95	-22.44%
520	Levellings	£1,400.00	£854.28	-£545.72	-38.98%
Total Income		£26,117.00	£21,763.33	-£4,353.67	-16.67%
Expenditure					
5000	Roses	£0.00	£0.00	£0.00	0.00%
5010	Marshalls	£49,291.00	£37,193.35	£12,097.65	-24.54%
5020	Levellings	£6,666.00	£4,719.48	£1,946.52	-29.20%
Total Expenditure		£55,957.00	£41,912.83	£14,044.17	-25.10%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Cemetery					
Income					
600	General Cemetery	£41,880.00	£31,827.17	-£10,052.83	-24.00%
610	North Warren Cemetery	£0.00	£0.00	£0.00	0.00%
Total Income		£41,880.00	£31,827.17	-£10,052.83	-24.00%
Expenditure					
6000	General Cemetery	£57,572.00	£27,681.38	£29,890.62	-51.92%
6010	North Warren Cemetery	£1,451.00	£792.97	£658.03	-45.35%
Total Expenditure		£59,023.00	£28,474.35	£30,548.65	-51.76%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Play Areas					
Income					
700	Funding	£0.00	£0.00	£0.00	0.00%
Total Income		£0.00	£0.00	£0.00	0.00%
Expenditure					
7000	Play Equipment Maintenance	£2,000.00	£2,000.00	£0.00	0.00%
7005	Wet Pour Maintenance	£1,000.00	£516.00	£484.00	-48.40%
7010	Levellings	£180.00	£180.75	-£0.75	0.42%
7020	Aisby Walk	£4,400.00	£2,413.43	£1,986.57	-45.15%
7030	Danes Road	£0.00	£0.00	£0.00	0.00%
7040	Mayflower Close	£0.00	£0.00	£0.00	0.00%
7080	St Georges	£1,000.00	£1,000.00	£0.00	0.00%
7090	Play Area Inspections	£1,135.00	£742.50	£392.50	-34.58%
Total Expenditure		£9,715.00	£6,852.68	£2,862.32	-29.46%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Allotments					
Income					
800	Allotments	£10,719.00	£10,737.18	£18.18	0.17%
815	Garage Space Ropery Road	£1,250.00	£0.00	-£1,250.00	-100.00%
Total Income		£11,969.00	£10,737.18	-£1,231.82	-10.29%
Expenditure					
8000	Foxby Hill	£3,875.00	£3,540.82	£334.18	-8.62%
8010	Love Lane	£8,625.00	£6,781.21	£1,843.79	-21.38%
8020	North Warren	£3,336.00	£3,494.07	-£158.07	4.74%
8030	Showfield	£1,025.00	£416.66	£608.34	-59.35%
8040	Spital Hill	£1,664.00	£1,030.31	£633.69	-38.08%
8050	Love Lane Garage Site	£200.00	£0.00	£200.00	-100.00%
8060	All Sites	£526.00	£41.08	£484.92	-92.19%
Total Expenditure		£19,251.00	£15,304.15	£3,946.85	-20.50%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Public Realm					
Income					
910	War Memorial Project	£0.00	£0.00	£0.00	0.00%
920	Bus Shelters	£0.00	£0.00	£0.00	0.00%
Total Income		£0.00	£0.00	£0.00	0.00%
Expenditure					
9000	Roundabouts / Islands	£0.00	£0.00	£0.00	0.00%
9010	Street Furniture	£7,280.00	£1,114.28	£6,165.72	-84.69%
9020	War Memorial	£400.00	£0.00	£400.00	-100.00%
9030	Gainsborough in Bloom	£0.00	£100.00	-£100.00	100.00%
9040	Community Rail Partnership	£0.00	£0.00	£0.00	0.00%
Total Expenditure		£7,680.00	£1,214.28	£6,465.72	-84.19%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Events					
Income					
1005	Richmond Park	£0.00	£0.00	£0.00	0.00%
1015	Marshalls Sports Ground	£0.00	£0.00	£0.00	0.00%
1030	Levellings Playing Field	£1,000.00	£1,000.00	£0.00	0.00%
1040	Aisby Walk Playing Field	£500.00	£1,250.00	£750.00	150.00%
Total Income		£1,500.00	£2,250.00	£750.00	50.00%
Expenditure					
10010	Mayflower 400 (Illuminate)	£1,000.00	£0.00	£1,000.00	-100.00%
10020	Armed Forces Day	£0.00	£0.00	£0.00	0.00%
10030	Queen's Platinum Jubilee	£0.00	£0.00	£0.00	0.00%
10035	King Charles III Coronation	£0.00	£0.00	£0.00	0.00%
10040	Remembrance Sunday	£300.00	£0.00	£300.00	-100.00%
10050	Local Event Support	£3,000.00	£0.00	£3,000.00	-100.00%
Total Expenditure		£4,300.00	£0.00	£4,300.00	-100.00%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Christmas Lights					
Expenditure					
11000	Switch On Event	£5,000.00	£5,158.67	-£158.67	3.17%
11010	Anchor Point / Electrical Testing	£2,200.00	£1,600.00	£600.00	-27.27%
11040	Market Place Christmas Tree	£1,800.00	£1,533.33	£266.67	-14.82%
11050	Blachere Contract	£19,358.00	£18,817.48	£540.52	-2.79%
11060	Trinty Street Electricity	£1,000.00	-£1,086.66	£2,086.66	-208.67%
11070	Lamp Post Electricity	£650.00	£265.57	£384.43	-59.14%
Total Expenditure		£30,008.00	£26,288.39	£3,719.61	-12.40%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Community Infrastructure Levy					
Income					
14000	CIL	£0.00	£34,367.08	£34,367.08	100.00%
Total Income		£0.00	£34,367.08	£34,367.08	100.00%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Ear Marked Reserves					
Expenditure					
12000	Ear Marked Reserves	£572,174.92	£151,512.30	£420,662.62	-73.52%
Total Expenditure		£572,174.92	£151,512.30	£420,662.62	-73.52%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Neighbourhood Plan					
Income					
1300	Neighbourhood Plan	£0.00	£0.00	£0.00	0.00%
Total Income		£0.00	£0.00	£0.00	0.00%
Expenditure					
13000	Neighbourhood Plan	£0.00	£0.00	£0.00	0.00%
Total Expenditure		£0.00	£0.00	£0.00	0.00%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

		Revised	Actual Net	Balance	Bal %age
Mayors Charity					
Income					
1200	Events & Donations	£0.00	£13,131.40	£13,131.40	100.00%
Total Income		£0.00	£13,131.40	£13,131.40	100.00%
Expenditure					
14005	Mayor Events (HSBC)	£0.00	£5,041.13	-£5,041.13	100.00%
14010	Mayors Charity Donation (HSBC)	£0.00	£1,400.00	-£1,400.00	100.00%
Total Expenditure		£0.00	£6,441.13	-£6,441.13	100.00%

Financial Budget Comparison

Comparison between 01/04/24 and 22/01/25 inclusive. Includes due and unpaid transactions.

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

	Revised	Actual Net	Balance	Bal %age
Total Income	£762,984.00	£794,001.45		
Total Expenditure	£1,335,158.92	£696,009.26		
Total Net Balance	-£572,174.92	£97,992.19		

PAPER E

Bank Account Reconciled Statement

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

Statement Number	143	Bank Statement No.	143
Statement Opening Balance	£726,719.36	Opening Date	01/12/24
Statement Closing Balance	£653,967.54	Closing Date	31/12/24
True/ Cashbook Closing Balance	£653,567.54		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/12/24	BP241202	Peacock and Binnington	25,554.00	0.00	701,165.36
02/12/24	CR241202	Slimming World	0.00	140.08	701,305.44
02/12/24	CR241202B	Gainsborough Town Council Mayors Charity Account	0.00	100.00	701,405.44
02/12/24	CR241202C	Gainsborough Town Council Mayors Charity Account	0.00	150.00	701,555.44
02/12/24	DD241202	West Lindsey District Council	378.20	0.00	701,177.24
02/12/24	DD241202B	Lex Autolease Limited	1,038.04	0.00	700,139.20
04/12/24	CC241204	Multiple Suppliers/ Customers	201.91	0.00	699,937.29
04/12/24	CR241204	Gainsborough Town Council Mayors Charity Account	0.00	140.00	700,077.29
04/12/24	CR241204B	Marshalls Sports FC	0.00	449.16	700,526.45
04/12/24	CR241204C	Mablethorpe & Sutton Town Council	0.00	70.00	700,596.45
08/12/24	CR241208	Gainsborough Town Council Mayors Charity Account	0.00	100.00	700,696.45
08/12/24	DR2412	HSBC	10.00	0.00	700,686.45
09/12/24	CR241209	Slimming World	0.00	140.08	700,826.53
09/12/24	CR241209B	Every-One	0.00	264.60	701,091.13
09/12/24	DD2412	EDF Energy	240.63	0.00	700,850.50
10/12/24	CR241210	██████████	0.00	63.00	700,913.50
10/12/24	CR241210B	North Warren Road Allotments	0.00	14.40	700,927.90
11/12/24	CR241211	Friendship FC	0.00	189.84	701,117.74
11/12/24	CR241211B	Handel House Preparatory School	0.00	133.09	701,250.83
12/12/24	DD241212	EDF Energy	87.66	0.00	701,163.17
13/12/24	BP241213	DS Heating & Plumbing	120.00	0.00	701,043.17
13/12/24	BP241213B	High Street Garage	476.78	0.00	700,566.39
13/12/24	BP241213C	Fenton Forestry	1,800.00	0.00	698,766.39
13/12/24	BP241213D	RJ Tyres	47.40	0.00	698,718.99
13/12/24	BP241213E	F5 Computing Ltd	647.48	0.00	698,071.51
13/12/24	BP241213F	Retford Memorials	2,880.00	0.00	695,191.51

Bank Account Reconciled Statement

13/12/24	BP241213G	James Broadbent Plumbing & Heating Ltd	660.00	0.00	694,531.51
13/12/24	BP241213H	Howden Joinery Ltd	178.73	0.00	694,352.78
13/12/24	BP241213I	Huws Gray Limited	327.32	0.00	694,025.46
13/12/24	BP241213J	A Price Electrical Ltd	1,287.60	0.00	692,737.86
13/12/24	BP241213K	Otter Imaging	150.00	0.00	692,587.86
13/12/24	BP241213L	Vaughtons	2,379.53	0.00	690,208.33
13/12/24	BP241213M	Mayo Crane Hire Ltd	570.00	0.00	689,638.33
13/12/24	CR241213	Retford Memorials	0.00	801.57	690,439.90
13/12/24	CR241213B	Every-One	0.00	-50.00	690,389.90
13/12/24	CR241213C	Gainsborough Town Council Mayors Charity Account	0.00	-150.00	690,239.90
13/12/24	DD241213	Fuelgenie	190.95	0.00	690,048.95
16/12/24	CR241216	Slimming World	0.00	140.08	690,189.03
16/12/24	DD241216	Integrating Solutions Ltd	82.38	0.00	690,106.65
16/12/24	DD241216B	West Lindsey District Council	79.00	0.00	690,027.65
16/12/24	DD241216C	West Lindsey District Council	612.00	0.00	689,415.65
16/12/24	DD241216D	West Lindsey District Council	936.00	0.00	688,479.65
16/12/24	DD241216E	West Lindsey District Council	283.00	0.00	688,196.65
17/12/24	CR241217	HSBC	0.00	3,761.93	691,958.58
17/12/24	CR241217B	Cliff Bradley & Sons Ltd	0.00	63.00	692,021.58
17/12/24	DD241217	EDF Energy	874.92	0.00	691,146.66
17/12/24	DD241217B	EDF Energy	43.78	0.00	691,102.88
17/12/24	DD241217C	British Gas Business	120.12	0.00	690,982.76
17/12/24	DD241217D	British Gas Business	39.73	0.00	690,943.03
17/12/24	DD241217E	British Gas Business	49.91	0.00	690,893.12
17/12/24	DD241217F	Anglian Water Business (National) Ltd	23.17	0.00	690,869.95
17/12/24	DD241217G	Anglian Water Business (National) Ltd	83.10	0.00	690,786.85
17/12/24	DD241217H	British Gas Business	374.59	0.00	690,412.26
18/12/24	BP241217/18	Rigel Wolf Ltd	33,839.72	0.00	656,572.54
18/12/24	CR241218	RGR Memorials	0.00	236.16	656,808.70
18/12/24	CR241218B	Otter FC	0.00	142.38	656,951.08
19/12/24	BP241219	Rigel Wolf Ltd	360.00	0.00	656,591.08
19/12/24	BP241219B	Chubb Fire & Security Ltd	348.16	0.00	656,242.92
19/12/24	BP241219C	Retford Memorials	1,776.00	0.00	654,466.92
19/12/24	BP241219D	DS Heating & Plumbing	120.00	0.00	654,346.92
19/12/24	BP241219E	Greener Gainsborough CIO	500.00	0.00	653,846.92

Bank Account Reconciled Statement

19/12/24	BP241219F	Viking Direct	221.50	0.00	653,625.42
19/12/24	CR241219	Foxby Hill Allotments	0.00	16.04	653,641.46
19/12/24	CR241219B	██████████	0.00	110.25	653,751.71
19/12/24	DD241219	EE Ltd	102.66	0.00	653,649.05
19/12/24	DD241219B	Clear Business Electricity	184.66	0.00	653,464.39
20/12/24	CR241220	A.&J. Robertson (Granite) Ltd T/A Samuel Jacob Memorials Ltd	0.00	236.16	653,700.55
20/12/24	CR241220B	Gainsborough Town Council Mayors Charity Account	0.00	250.00	653,950.55
20/12/24	CR241220C	Gainsborough Town Council Mayors Charity Account	0.00	400.00	654,350.55
20/12/24	CR241220D	Foxby Hill Allotments	0.00	1.30	654,351.85
20/12/24	CR241220E	Gainsborough Town Council Mayors Charity Account	0.00	945.00	655,296.85
20/12/24	CR241220F	Gainsborough Town Council Mayors Charity Account	0.00	1,677.00	656,973.85
20/12/24	DD241220	EDF Energy	322.70	0.00	656,651.15
20/12/24	DD241220B	Anglian Water Business (National) Ltd	108.24	0.00	656,542.91
20/12/24	DD241220C	Anglian Water Business (National) Ltd	127.58	0.00	656,415.33
23/12/24	BP241223	Peacock and Binnington	770.74	0.00	655,644.59
23/12/24	BP241223B	Beckside Machinery Ltd	1,506.00	0.00	654,138.59
23/12/24	CR241223	Slimming World	0.00	140.08	654,278.67
23/12/24	CR241223B	Hilltop Raptors FC	0.00	142.38	654,421.05
23/12/24	DD241223	British Gas Business	10.90	0.00	654,410.15
23/12/24	DD241223B	British Gas Business	10.90	0.00	654,399.25
24/12/24	CR241224	Gainsborough Town Council Mayors Charity Account	0.00	70.00	654,469.25
24/12/24	DD241224	E.ON Next Energy Ltd	79.96	0.00	654,389.29
24/12/24	DD241224B	British Gas Business	104.82	0.00	654,284.47
24/12/24	DD241224C	British Telecommunications Plc	291.37	0.00	653,993.10
24/12/24	DD241224D	Stallard Kane Associates Ltd	93.50	0.00	653,899.60
30/12/24	CR241230	Slimming World	0.00	67.94	653,967.54
Uncleared and unrepresented effects					
05/06/24	103960	Scotter Ward Palliative Care Fund	400.00		653,567.54
		Total uncleared and unrepresented	400.00	0.00	

Bank Account Reconciled Statement

Total debits / credits 84107.34 10955.52

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	89,119.91
Payments Out	89,119.91
Closing Balance	10,000.00

29 November to 28 December 2024

International Bank Account Number
GB60HBUK40220151418890
Branch Identifier Code
HBUKGB4131T

Account Name	Sortcode	Account Number	Sheet Number
Gainsborough Town Council	40-22-01	51418890	893

Your BUSINESS CURRENT ACCOUNT details					
Date	Payment type and details		Paid out	Paid in	Balance
28 Nov 24		BALANCE BROUGHT FORWARD			10,000.00
30 Nov 24	CR	██████████			
		BALL		250.00	
	CR	██████████████████			
		2 TICKETS		300.00	
	CR	██████████████████			
		2 TICKETS		300.00	
	CR	██████████			
		Charity Ball AS		300.00	
	TFR	TRANSFER 03662918	1,150.00		10,000.00
02 Dec 24	DD	WEST LINDSEY DISTR	378.20		
	DD	LEX AUTOLEASE	1,038.04		
	CR	██████████			
		SLIMMING WORLD REN		140.08	
	CR	██████████			
		LOT 11SNAP FITNESS		100.00	
	TFR	402201 03662918			
		INTERNET TRANSFER		25,000.00	
	BP	PEACOCK & BINNINGT			
		6159	25,554.00		
	CR	██████████			
		AUCTION SKIP		150.00	
	TFR	TRANSFER 03662918		1,580.16	10,000.00
04 Dec 24	CR	CHQ IN AT 407080		659.16	
	DD	COMMERCIAL CARD	201.91		
	TFR	TRANSFER 03662918	457.25		10,000.00
08 Dec 24	DR	TOTAL CHARGES			
		TO 16NOV2024	10.00		
		BALANCE CARRIED FORWARD			9,990.00

29 November to 28 December 2024

Your Statement

Account Name
Gainsborough Town Council

Sortcode 40-22-01 **Account Number** 51418890 **Sheet Number** 894

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			9,990.00
	CR [REDACTED] Burghley Hall		100.00	
09 Dec 24	TFR TRANSFER 03662918	90.00		10,000.00
	DD EDF ENERGY FIRST PAYMENT	240.63		
	CR [REDACTED] SLIMMING WORLD REN		140.08	
	BP Every-One(C Invoice F246		264.60	
10 Dec 24	TFR TRANSFER 03662918	164.05		10,000.00
	CR [REDACTED] MARSHALLS FUNCTION		63.00	
	CR [REDACTED] 24-NW-041-[REDACTED]		14.40	
11 Dec 24	TFR TRANSFER 03662918	77.40		10,000.00
	BP THE FRIENDSH FRIENDSHIP 252		189.84	
	BP HANDEL LTD Pitch Hire HH		133.09	
12 Dec 24	TFR TRANSFER 03662918	322.93		10,000.00
	DD EDF ENERGY FIRST PAYMENT	87.66		
13 Dec 24	TFR TRANSFER 03662918		87.66	10,000.00
	DD WL ITS FUELGENIE	190.95		
	CR RETFORD MEMORIALS 4140		801.57	
	TFR 402201 03662918 INTERNET TRANSFER		11,000.00	
	BP [REDACTED] GAINS TOWN COUNCIL	120.00		
	BP High Street Garage Gains Town Council	476.78		
	BP [REDACTED] 318	1,800.00		
	BP RJ Tyres 1161	47.40		
	BP F5 COMPUTING LTD GAINS TOWN COUNCIL	647.48		
	BP Retford Memorials 194/24	2,880.00		
	BP James Broadbent Pl 9104	660.00		
	BP Howden Joinery Ltd 1102068949	178.73		
	BALANCE CARRIED FORWARD			14,800.23

29 November to 28 December 2024

Your Statement

Account Name
Gainsborough Town Council

Sortcode 40-22-01 **Account Number** 51418890 **Sheet Number** 895

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			14,800.23
	BP Huws Gray Ltd			
	G7305	327.32		
	BP A PRICE ELECTRICAL			
	GAINS TOWN COUNCIL	1,287.60		
	BP Otter Imaging			
	Gains Town Council	150.00		
	BP Vaughtons			
	G110	2,379.53		
	BP Mayo Crane Hire Lt			
	154432	570.00		
	BP Every-One Cares			
	Gains Town Council	50.00		
	BP [REDACTED]			
	Gains Town Council	150.00		
16 Dec 24	TFR TRANSFER 03662918		114.22	10,000.00
	DD INTEGRATING SOLUTI	82.38		
	DD WEST LINDSEY DC	79.00		
	DD WEST LINDSEY DC	612.00		
	DD WEST LINDSEY DC	936.00		
	DD WEST LINDSEY DC	283.00		
	CR [REDACTED]			
	SLIMMING WORLD REN		140.08	
17 Dec 24	TFR TRANSFER 03662918		1,852.30	10,000.00
	DD EDF ENERGY	874.92		
	DD EDF ENERGY	43.78		
	DD BRITISH GAS	120.12		
	DD BRITISH GAS	39.73		
	DD BRITISH GAS	49.91		
	DD ANGLIAN WATER BUSI	23.17		
	DD ANGLIAN WATER BUSI	83.10		
	DD BRITISH GAS BUSINE	374.59		
	TFR 402201 03662918			
	INTERNET TRANSFER		30,000.00	
	BP RIGEL WOLF CLIENT			
	GTC PAYROLL	30,000.00		
	CR Cliff Bradley Memo			
	4142		63.00	
18 Dec 24	TFR TRANSFER 03662918		1,546.32	10,000.00
	BP RGR MEMO			
	Invoice 4144		236.16	
	BP RIGEL WOLF CLIENT			
	GTC PAYROLL	3,839.72		
	CR [REDACTED]			
	OTTER FC PITCH FEE		142.38	
	BALANCE CARRIED FORWARD			6,538.82

29 November to 28 December 2024

Your Statement

Account Name
Gainsborough Town Council

Sortcode 40-22-01 **Account Number** 51418890 **Sheet Number** 896

Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			6,538.82
19 Dec 24	TFR TRANSFER 03662918		3,461.18	10,000.00
	DD EE LIMITED	102.66		
	DD CLEARBUSINESS	184.66		
	BP RIGEL WOLF LTD			
	G0007	360.00		
	BP CHUBB FIRE & SECUR			
	52071549	348.16		
	BP Retford Memorials			
	192/24	1,776.00		
	BP [REDACTED]			
	GAINS TOWN COUNCIL	120.00		
	BP Greener Gainsborou			
	Gains Town Concil	500.00		
	BP Viking Office UK L			
	1354765	221.50		
	CR [REDACTED]			
	2024-FH-017-[REDACTED]		16.04	
	CR J Antony		110.25	
20 Dec 24	TFR TRANSFER 03662918		3,486.69	10,000.00
	CR A J ROBERTSON GR		236.16	
	DD EDF ENERGY	322.70		
	DD ANGLIAN WATER BUSI	108.24		
	DD ANGLIAN WATER BUSI	127.58		
	CR CASH IN P.O. DEC20			
	13 MARKET ST@12:00			
	465941XXXXXX6651		3,273.30	
23 Dec 24	TFR TRANSFER 03662918	2,950.94		10,000.00
	DD BRITISH GAS	10.90		
	DD BRITISH GAS	10.90		
	CR [REDACTED]			
	SLIMMING WORLD REN		140.08	
	CR [REDACTED]			
	Hilltoppitchfees		142.38	
	BP PEACOCK & BINNINGT			
	6159	770.74		
	BP Becksid Machinery			
	INV-006420	1,506.00		
24 Dec 24	TFR TRANSFER 03662918		2,016.08	10,000.00
	CR CHQ IN AT 407080		70.00	
	DD E.ON NEXT LTD	79.96		
	DD BRITISH GAS	104.82		
	DD BT GROUP PLC	291.37		
	DD STALLARD KANE ASSO	93.50		
28 Dec 24	TFR TRANSFER 03662918		499.65	10,000.00
	BALANCE CARRIED FORWARD			10,000.00

29 November to 28 December 2024

Your Statement

Account Name
Gainsborough Town Council

Sortcode **Account Number** **Sheet Number**
40-22-01 51418890 897

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

40-22-01 51418890
Business c/a Gains twn cn

GBP 9,728.33
GBP 9,728.33 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
- 28 Dec 2024 to 31 Dec 2024

 Advanced search ▼

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

Last updated 07 Jan 2025 11:54

Date ▼	Type ◆	Description	Paid out ◆	Paid in ◆	Balance
31 Dec 2024		Balance carried forward			10,000.00
30 Dec 2024	TFR	TRANSFER 03662918	67.94		10,000.00
30 Dec 2024	CR	SLIMMING WORLD REN		67.94	10,067.94
28 Dec 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	715,569.36
Payments In	9,042.44
Payments Out	80,644.26
Closing Balance	643,967.54

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

30 November to 31 December 2024

International Bank Account Number
GB04HBUK40220103662918
Branch Identifier Code
HBUKGB4131T

Account Name	Sortcode	Account Number	Sheet Number
Gainsborough Town Council	40-22-01	03662918	338

Your Business Money Manager		details			
Date	Payment type and details		Paid out	Paid in	Balance
29 Nov 24	BALANCE BROUGHT FORWARD				715,569.36
30 Nov 24	TFR	TRANSFER 51418890		1,150.00	716,719.36
02 Dec 24	TFR	402201 51418890			
		INTERNET TRANSFER	25,000.00		
	TFR	TRANSFER 51418890	1,580.16		690,139.20
04 Dec 24	TFR	TRANSFER 51418890		457.25	690,596.45
08 Dec 24	TFR	TRANSFER 51418890		90.00	690,686.45
09 Dec 24	TFR	TRANSFER 51418890		164.05	690,850.50
10 Dec 24	TFR	TRANSFER 51418890		77.40	690,927.90
11 Dec 24	TFR	TRANSFER 51418890		322.93	691,250.83
12 Dec 24	TFR	TRANSFER 51418890	87.66		691,163.17
13 Dec 24	TFR	402201 51418890			
		INTERNET TRANSFER	11,000.00		
	TFR	TRANSFER 51418890	114.22		680,048.95
16 Dec 24	TFR	TRANSFER 51418890	1,852.30		678,196.65
17 Dec 24	CR	GROSS INTEREST			
		TO 16DEC2024		3,761.93	
	TFR	402201 51418890			
		INTERNET TRANSFER	30,000.00		
	TFR	TRANSFER 51418890	1,546.32		650,412.26
18 Dec 24	TFR	TRANSFER 51418890	3,461.18		646,951.08
19 Dec 24	TFR	TRANSFER 51418890	3,486.69		643,464.39
20 Dec 24	TFR	TRANSFER 51418890		2,950.94	646,415.33
23 Dec 24	TFR	TRANSFER 51418890	2,016.08		644,399.25
24 Dec 24	TFR	TRANSFER 51418890	499.65		643,899.60
30 Dec 24	TFR	TRANSFER 51418890		67.94	643,967.54
31 Dec 24	BALANCE CARRIED FORWARD				643,967.54

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

30 November to 31 December 2024

Your Statement

Account Name
Gainsborough Town Council

Sortcode	Account Number	Sheet Number
40-22-01	03662918	339

Information about the Financial Services Compensation Scheme

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

PAPER F

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

Report Author: Rachel Allbones

Report Date: 22 January 2025



Gainsborough
TOWN COUNCIL

Subject: Revised Budget 2024/25

1. Summary

To summarise revisions to the recommended revised budget for 2024/25.

2. Background

The Full Council approved the precept and budget on 9 January 2024.

The Finance and Strategy Committee initially revised the budget on 24 September 2024.

With factors affecting the budget with potential over / under spend it is prudent to revise the budget to rectify this.

3. Revision

The revision is highlighted in Appendix A.

4. Recommendation

To approve the revised budget for 2024/25.

Proposed Revised Budget 2024 / 2025

22/01/2025

	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change
	£	£	£	£	%
EMPLOYEE COSTS	326,517	406,650	306,390	393,650	-3.20
ADMINISTRATION	21,290	37,970	26,727	51,388	35.34
GROUNDS MAINTENANCE	39,893	54,450	31,088	51,250	-5.88
RICHMOND HOUSE & PARK	34,534	41,778	19,195	42,683	2.17
SPORTS GROUNDS	16,924	29,840	20,150	34,686	16.24
CEMETERY	-508	17,143	-3,353	16,038	-6.45
PLAY AREAS	-5,360	9,715	6,853	9,728	0.13
ALLOTMENTS	11,134	7,282	4,548	9,391	28.96
PUBLIC REALM	3,519	7,680	1,214	7,780	1.30
EVENTS	7,118	2,800	-2,250	2,050	-26.79
CHRISTMAS LIGHTS	29,801	30,008	26,288	26,672	-11.12
CIL	-15,212	0	-34,367	0	#DIV/0!
TOTALS	469,649	645,316	402,483	645,316	0.00
Net Operating Cost	469,649	645,316	402,483	645,316	0.00
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	645,216	0.00
(Deficit)/Surplus	143,236	0	242,833	0	#DIV/0!
Tax Base	4,942.53	5,000.53		5,000.53	
Precept (Council Tax Charge)	£123.98	£129.03		£129.03	
Band D Per week	£2.38	£2.48		£2.48	
Council Tax Increase / Decrease	6.79%	4.07%		4.07%	

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)

Code	EMPLOYEE COSTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
1000	Payroll	320,061	400,000	303,748	387,000	-3.25	
1000/1	Gross Salary	255,442	310,000	247,233	299,000	-3.55	x11 Members of staff
1000/2	Employer NI Contribution	25,230	30,000	22,848	28,000	-6.67	as above
1000/3	Employer Pension Contribution	37,181	60,000	33,667	60,000	0.00	25.2% - currently x6 Members of staff
1000/4	Agency Staff	2,208	0	0	0	#DIV/0!	
1010	Travel and Training	3,600	3,400	1,315	3,400	0.00	
1010/1	Staff Travel	3	300	51	300	0.00	Estimated staff travel costs
1010/2	Staff Training	3,597	3,000	1,265	3,000	0.00	£2,000 in earmarked reserves
1010/3	Staff Car Business Insurance Reimbursement	0	100	0	100	0.00	For car business insurance for Ops Manager
1020	Workwear & ID	2,856	3,250	1,327	3,250	0.00	
1020/1	Staff Workwear	2,668	3,000	1,304	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	
	TOTAL EXPENDITURE	326,517	406,650	306,390	393,650	-3.20	

Code	ADMINISTRATION	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2000	Office Supplies & Telecom	11,606	14,400	11,893	16,345	13.51	
2000/1	IT Services and Maintenance	6,213	7,200	6,775	8,445	17.29	Email services and maintenance + Mayors Laptop
2000/2	Printing	1,562	1,800	1,126	1,800	0.00	Photocopier printing charges
2000/3	Postage and Stationery	1,212	1,300	862	1,300	0.00	Postage charges
2000/4	Office Equipment	0	500	125	500	0.00	
2000/6	Telephone & Broadband	1,571	1,800	1,852	2,400	33.33	Office phoneline & broadband charges
2000/7	Mobiles	955	1,300	1,153	1,400	7.69	Potential x4 mobile contracts
2000/8	Shredding	92	500	0	500	0.00	Confidential shredding
2010	Publicity	240	570	542	912	60.00	
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	342	#DIV/0!	Potential newsletter or other publicity
2020	Subscriptions	3,021	3,010	3,083	3,083	2.43	
2020/1	LALC	2,683	2,800	2,858	2,858	2.07	Estimated annual subscription
2020/2	The National Allotment Society	55	55	70	70	27.27	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
2020/8	The Rural Town Group	133	0	0	0	#DIV/0!	No longer subscribing
2030	Democratic & Civic	1,635	6,822	3,088	17,822	161.24	
2030/1	Civic Service	0	1,600	0	1,600	0.00	Estimated cost, £620 in EMR from 23/24 service.
2030/2	Civic Regalia & Past Mayor badge	0	2,000	1,983	2,000	0.00	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	393	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	11,000	#DIV/0!	Ear mark unspent budget of £11,733.84
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	72	0.00	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	4,138	4,138	1.42	
2040/1	S137 - GPC	0	80	138	138	72.50	Poppy wreath purchase
2040/2	Community Grants	2,000	4,000	4,000	4,000	0.00	£486.97 in earmarked reserves

Proposed Revised Budget 2024 / 2025

22/01/2025

Code	ADMINISTRATION	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2060	Insurance	12,082	13,000	12,856	13,000	0.00	
2060/1	Zurich Municipal	12,082	13,000	12,856	13,000	0.00	Estimated Annual cost
2060/2	Claims expenses	0	0	0	0	#DIV/0!	
2060/3	Valuations	0	0	0	0	#DIV/0!	
2070	HR & Finances	4,841	7,646	4,137	7,646	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
2070/3	Accountant - Payroll Services	917	1,500	900	1,500	0.00	Estimated annual charge
2070/4	Edge Design - Finance Software	869	869	0	869	0.00	Annual charge for software
2070/5	Bank Charges	255	350	199	350	0.00	Estimated annual charge
2070/6	HR Provider	935	1,200	701	1,200	0.00	Annual charge for service + possible extras
2070/7	Occupational Health	0	500	60	500	0.00	Budget if needed
2070/8	Recruitment	0	847	597	847	0.00	Budget if needed
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		37,515	52,528	40,149	65,946	25.54	
	INCOME	16,225	14,558	13,422	14,558	0.00	
205	Bank Account Interest	14,667	13,000	13,382	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	13,422	14,558	0.00	
NET EXPENDITURE		21,290	37,970	26,727	51,388	35.34	

Proposed Revised Budget 2024 / 2025

22/01/2025

Code	Grounds Maintenance	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
3000	Vehicle Costs	16,880	22,609	17,814	22,232	-1.67	
3000/1	Ford Transit Tipper	4,214	1,509	1,509	1,509	0.00	Lease agreement ended on 01/7/2024
3000/2	Ford Transit Custom Van	3,151	2,000	1,802	1,802	-9.90	Annual lease costs - Ends 14/9/2024
3000/3	Citroen Berlingo Van	2,766	2,000	1,564	1,564	-21.80	Annual lease costs - Ends 22/9/2024
3000/4	Renault Trafic Van x2	398	8,400	6,404	8,400	0.00	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	5,580	8,000	0.00	Estimated fuel costs, no longer use red and increase fuel costs
3000/7	Trailer Maintenance	0	400	657	657	64.25	Estimated trailer service cost
3010	Grounds Maintenance - All Sites	27,482	37,750	24,904	39,778	5.37	
3010/1	Consumable stock	1,065	1,000	829	2,000	100.00	Tape, padlocks, cable ties, drill bits etc
3010/2	Equipment Service & Maintenance	8,845	10,000	8,560	13,000	30.00	Estimated maintenance and services costs for all equipment
3010/3	New Grounds Equipment	5,548	6,000	5,966	6,028	0.47	New equipment
3010/4	Footpath/Roadway Maintenance	5,000	5,000	0	5,000	0.00	Works for Levellings, plus £25,702 in earmarked reserves
3010/5	Tree Maintenance	285	1,000	800	1,000	0.00	plus £27,300 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	750	0.00	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	2,000	0.00	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	8,000	-20.00	Estimate for 10 cuts
3010/13	Wildflower Verges	0	0	0	0	#DIV/0!	
3020	Cleaning Products	1,471	1,700	806	1,700	0.00	
3020/1	Cleaning Products & Refuse Bags	1,471	1,700	806	1,700	0.00	For Marshalls, Richmond House, Levellings & Gen Cem
	TOTAL EXPENDITURE	45,832	62,059	43,524	63,710	2.66	
	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	31,088	51,250	-5.88	

Code	RICHMOND HOUSE & PARK	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
4000	Richmond Park & House	48,850	55,813	27,946	56,718	1.62	
4000/1	Rates	3,091	3,400	2,834	3,400	0.00	Estimated annual non-domestic rates bill
4000/2	House & Buildings Maintenance	17,000	15,000	6,755	15,000	0.00	plus £1,510 in earmarked reserves for window renovations, dryrot issue needs resolving
4000/3	Gas	2,703	4,000	1,787	4,000	0.00	Estimated annual charge
4000/4	Electricity - Main House	2,430	4,000	1,575	4,000	0.00	Estimated annual charge
4000/5	Electricity - Flat	1,108	1,500	1,128	1,500	0.00	Estimated annual charge
4000/6	Electricity - Greenhouse	1,255	1,300	987	1,300	0.00	Estimated annual charge
4000/7	Anglian Water	540	700	440	700	0.00	Estimated annual charge
4000/8	WaterPlus	443	600	342	600	0.00	Estimated annual charge
4000/9	PAT Testing	393	393	393	393	0.00	Estimated annual charge
4000/10	Fire Extinguisher & Emergency Light Service	714	2,000	1,007	2,000	0.00	Estimated annual service costs
4000/11	Security / Fire Alarm Service & Maintenance	598	700	643	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	505	600	0.00	Estimated annual charge
4000/14	Legionella Monitoring	845	845	134	1,330	57.40	Annual testing costs + risk assessment
4000/15	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
4000/16	Boiler Service & Repairs	471	3,000	3,038	3,040	1.33	Annual service costs and gas safe certificate
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	1,073	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	2,250	2,680	16.52	WLDC charge for bin collections & occasional skips
4000/20	Bird Feeders	0	100	0	100	0.00	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	1,058	1,500	0.00	Summer and winter bedding plants
4000/22	Outdoor Toilet Renovations & Maintenance	1,027	2,000	213	2,000	0.00	£171.88 in earmarked reserves
4000/23	Tree/Hedge Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £27,300 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
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	250	0.00	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	0	#DIV/0!	None envisaged, 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	525	2,600	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
4000/32	Replacement Conservatory	150	5,000	1,051	5,000	0.00	£24,100 in earmarked reserves for remaining project
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	27,946	56,718	1.62	

Code	RICHMOND HOUSE & PARK	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	INCOME						
	Richmond Park & House	14,316	14,035	8,751	14,035	#DIV/0!	
400/1	Office Hire (Registrar)	4,035	4,035	3,026	4,035	0.00	Current lease charge
400/2	Registrar Service Recharge	9,281	10,000	5,725	10,000	0.00	Estimate service recharge, plus windows and rear lobby
400/3	Room Hire	0	0	0	0	#DIV/0!	
400/4	Sale oof Aviary	1,000	0	0	0	#DIV/0!	
	TOTAL INCOME	14,316	14,035	8,751	14,035	0.00	
	NET EXPENDITURE	34,534	41,778	19,195	42,683	2.17	

Code	SPORTS GROUNDS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5010	Marshalls	38,319	49,291	37,193	54,103	9.76	
5010/1	Rates	11,228	12,164	9,356	12,164	0.00	Estimated annual non-domestic rates bill
5010/2	Main Pavilion Maintenance	1,073	1,200	1,223	1,281	6.75	Essential maintenance costs & possible decoration plus £8,270 in earmarked reserves for pavilion maintenance
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	4,812	8,000	33.33	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	2,915	4,500	0.00	Estimated annual charge
5010/8	Electricity - External Changing	497	1,000	447	1,000	0.00	Estimated annual charge
5010/9	Electricity - Bowls Pavilion	148	350	109	350	0.00	Estimated annual charge
5010/10	Anglian Water	467	500	424	500	0.00	Estimated annual charge
5010/11	WaterPlus	388	500	392	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	1,381	2,500	0.00	Estimated annual service & maintenance costs
5010/14	Security / Fire Alarm	524	645	943	943	46.20	Annual service & maintenance costs
5010/15	Legionella Monitoring	537	537	0	987	83.80	Estimated annual testing costs + risk assessment
5010/16	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
5010/17	Boiler Service and Repairs	1,000	1,000	1,000	1,000	0.00	Annual service costs
5010/18	Solar Panel Service & Repairs	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/19	Water Tank Service & Repair	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/20	Fixed Electrical Testing	1,025	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
5010/21	Ground Maintenance & Renovations - Cricket	1,968	2,000	1,366	2,550	27.50	Estimate for renovations, new hose connectors and astro removal
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	4,311	0.00	Deep tine aeration, apply selective herbicide and sow and seed goals mouths
5010/24	Ground Maintenance & Renovations - General	335	1,800	2,465	3,000	66.67	Line marking paint & new hose reel
5010/25	Tree & Hedge Maintenance	392	1,200	1,233	1,233	2.75	for roadside hedge see 3010/5 plus £27,300 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	700	40.00	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	1,062	1,170	0.00	WLDC charge for bin collections
5010/30	CCTV Broadband & Phone line	2,055	2,200	517	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	238	0.00	Bookings software
5010/33	Drainage	0	1,536	1,385	1,536	0	To identify and locate leaks and drainage issues

Proposed Revised Budget 2024 / 2025

22/01/2025

Code	SPORTS GROUNDS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5020	Levellings	3,357	6,666	4,719	7,531	12.98	
5020/1	Pavilion Maintenance	0	0	0	0	#DIV/0!	External works & internal decoration required, plus £1,723.27 in earmarked reserves
5020/2	Gas	274	350	367	500	42.86	Estimated annual charge
5020/3	Electricity	403	500	347	500	0.00	Estimated annual charge
5020/4	Anglian Water	107	150	85	150	0.00	Estimated annual charge
5020/5	WaterPlus	115	150	90	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	832	54.93	Annual testing charges
5020/9	Boiler Service & Repair	63	150	113	150	0.00	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	1,779	0.00	Deep tine aeration, apply selective herbicide and sow and seed goals mouths
5020/12	Ground Maintenance & Renovations - General	215	500	362	500	0.00	
5020/13	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £27,300 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
5020/14	Footpath Maintenance	279	0	0	420	#DIV/0!	See 3010/4, plus £25,702 in earmarked reserves
5020/15	Fence Maintenance	200	500	413	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	1,800	0.00	New football goals required
TOTAL EXPENDITURE		41,675	55,957	41,913	61,634	23	
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	13,159	17,798	4.90	
510/1	Football	4,019	4,500	1,612	4,500	0.00	Estimated annual income
510/2	Cricket	943	950	781	781	-17.79	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	8,866	10,500	10.53	Estimated annual income
510/5	Training Pitch	799	600	433	600	0.00	Estimated annual income
510/6	Key Deposits	50	0	50	0	#DIV/0!	
520	Levellings	1,162	1,400	854	1,400	0.00	
520/1	Football	1,162	1,400	854	1,400	0.00	Estimated annual income
520/2	Key Deposit	0	0	0	0	#DIV/0!	
TOTAL INCOME		24,752	26,117	21,763	26,948	3.18	
NET EXPENDITURE		16,924	29,840	20,150	34,686	16.24	

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Code	CEMETERY	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
6000	General Cemetery	46,039	57,572	27,681	57,799	0.39	
6000/1	Rates	6,680	7,348	6,124	7,348	0.00	Estimated annual non-domestic rates bill
6000/2	Chapel Maintenance	1,284	6,000	0	6,000	0.00	Estimated maintenance plus £4,725 in ear marked reserves
6000/3	Electricity	147	200	107	200	0.00	Estimated annual charge
6000/4	Anglian Water	528	400	222	400	0.00	Estimated annual charge
6000/5	WaterPlus	407	400	239	400	0.00	Estimated annual charge
6000/6	Fire Extinguisher & Emergency Light Service	23	100	137	137	37.00	Annual service costs
6000/7	Burial Software	724	724	190	914	26.24	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	1,563	1,900	0.00	WLDC charge for bin collections x3 110 black refuse bins, plus £1,000 in ear marked reserves for the compound
6000/11	Grave Digging	15,090	18,000	10,871	18,000	0.00	External contractor grave digging charges
6000/12	Toilet Maintenance & service charges	0	600	380	600	0.00	Estimated annual charge
6000/13	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £27,300 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
6000/15	Footpath/Roadway Repairs	0	0	0	0	#DIV/0!	
6000/16	Produce woodland burial and memorial wall	0	0	0	0	#DIV/0!	
6000/17	Extension B Burial Land Sinking Fund	5,000	10,500	0	10,500	0.00	Extension B sinking fund for future burial land plus £55,000 in earmarked reserves
6000/18	Drainage & standpipe repairs	1,170	3,800	3,206	3,800	0.00	Water leak repairs
6000/19	Memorial Topple Testing	0	2,100	2,099	2,100	0.00	Approx 8,000 memorials tested in old side, ear mark reserve spent
6000/20	New / maintenance of Litter Bins	4,436	1,000	1,000	1,000	0.00	Replacement bins installed.
6010	North Warren Cemetery	865	1,451	793	1,451	0.00	
6010/1	Rates	865	951	793	951	0.00	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
6010/3	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £12,800 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	28,474	59,250	0.38	

Code	CEMETERY	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	INCOME						
600	General Cemetery	47,411	41,880	31,827	43,212	3.18	
600/1	Burial - Full Interments	20,458	21,254	14,128	21,254	0.00	Estimated income (30x £708.47)
600/2	Burial - Cremation Interments	6,086	6,656	6,923	7,988	20.01	Estimated income (30x £266.25)
600/3	Exclusive Right of Burial	13,562	7,970	6,292	7,970	0.00	Estimated income (15x £531.35)
600/4	Use of chapel	0	0	0	0	#DIV/0!	Estimated income
600/5	Memorial Applications	7,305	6,000	4,485	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	31,827	43,212	3.18	
	NET EXPENDITURE	-508	17,143	-3,353	16,038	-6.45	

Code	PLAY AREAS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7000	All Site	506	3,000	2,516	3,000	0.00	
7000	Play Equipment Maintenance	506	2,000	2,000	2,000	0.00	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	180	0.00	
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	180	0.00	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	4,413	0.30	
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	2,413	0.54	Repair roundabout
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	1,000	0.00	
7080/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7080/2	Play Equipment Maintenance	0	1,000	1,000	1,000	0.00	Repairs swing bays
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

Code	PLAY AREAS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7090	External Play area Inspections	1,166	1,135	743	1,135	0.00	Plus AdvantEdge Playgrounds and InspectEdge
	TOTAL EXPENDITURE	2,640	9,715	6,853	9,728	#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	9,728	0.13	

Code	ALLOTMENTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8000	Allotments - Foxby Hill	3,230	3,875	3,522	5,375	38.71	
8000/1	Site Rent	938	1,000	1000	1,000	0.00	Annual site rent
8000/2	Skip Hire	417	625	625	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	750	0.00	Refer to 8060/2
8000/6	Miscellaneous expenditure	157	400	227	400	0.00	
8000/7	Clearance	0	650	650	2,150	230.77	Extra budget for further clearance works. £18,122.42 CIL funds used and £108.07 in earmarked reserves from self management .
8010	Allotments - Love Lane	7,683	8,625	6,781	8,625	0.00	
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	1,000	0.00	Handrails for the steps to the allotments
8010/6	Pond Management	5,711	3,500	3,185	3,500	0.00	£2,699 in reserves used for the fence.
8010/7	Drainage	0	2,500	1,480	2,500	0.00	Dyke dredging and possible CCTV survey.
8020	Allotments - North Warren	1,254	3,336	3,494	3,686	10.49	
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	1,634	0.00	£9,000 in ear marked reserves used for fence replacement
8020/4	Asbestos Management	1,000	0	350	350	#DIV/0!	Refer to 8060/2
8020/5	Japanese Knotweed Treatment	0	677	677	677	0.00	5 year programme.
8020/6	Miscellaneous expenditure	34	400	417	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	1,030	1,664	0.00	
8040/1	Site Rent	250	250	250	250	0.00	Annual site rent
8040/2	Skip Hire	463	514	428	514	0.00	Monthly waste management collections
8040/3	Water Charges	386	500	352	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 repairs

Code	ALLOTMENTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8060	Allotments - All Sites	1,001	526	41	926	76.05	
8060/1	Edge IT Software	526	526	0	526	0.00	Allotments software and map maintenance
8060/2	Miscellaneous	475	0	41	400	#DIV/0!	Asbestos removal
	TOTAL EXPENDITURE	15,683	19,251	15,286	21,501	11.69	
	INCOME						
800	Allotments	3,185	10,719	10,737	10,860	1.32	
800/1	Foxby Hill	1,465	4,800	4,751	4,800	0.00	Estimated Annual Income
800/2	Love Lane	398	1,870	1,936	1,935	3.48	Estimated Annual Income
800/3	North Warren	628	1,049	1,125	1,125	7.24	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	1,758	1,800	0.00	Estimated Annual Income
815	Garage Space Ropery Road	1,365	1,250	0	1,250	0.00	
	TOTAL INCOME	4,550	11,969	10,737	12,110	1.18	
	NET EXPENDITURE	11,134	7,282	4,548	9,391	28.96	

Code	PUBLIC REALM	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
9010	Street Furniture	3,134	7,280	1,114	7,280	0.00	
9010/1	Notice Boards	0	0	0	0	#DIV/0!	
9010/2	Benches	0	1,000	0	1,000	0.00	Memorial benches for Cllr T Davies
9010/3	Bus Shelters	1,555	4,680	840	4,680	0.00	Cleaning costs £52.49 per bus shelter and possible installation of benches.
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	100	100	#DIV/0!	
9030/1		0	0	100	100	#DIV/0!	Donation for the boat
	TOTAL EXPENDITURE	3,519	7,680	1,214	7,780	1.30	
	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	1,214	7,780	1.30	

Code	EVENTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
10010	Mayflower 400 (Illuminate)	1,000	1,000	0	1,000	0.00	Annual Illuminate event support run by WLDC.
10020	Community / Armed Forces Day	0	0	0	0	#DIV/0!	£2,500 in ear marked reserves for event support.
10035	King Charles III Coronation	5,000	0	0	0	#DIV/0!	
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	1,250	1,250	150.00	
1050	Armed Forces & Community Day	0	0	0	0	#DIV/0!	
TOTAL INCOME		2,052	1,500	2,250	2,250	50.00	
NET EXPENDITURE		7,118	2,800	-2,250	2,050	-26.79	

Code	CHRISTMAS LIGHTS	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	Christmas Lights	29,801	30,008	26,288	26,672	-11.12	
11000	Switch on event	5,143	5,000	5,159	5,159	3.18	Contribution to WLDC organising the event
11010	Anchor Point Testing	2,074	2,200	1,600	1,600	-27.27	Full test due 2027, some may need testing that wasn't accessible in 2025
11020	Electrical Contractor - Main lights	0	0	0	0	#DIV/0!	
11030	Electrical Contractor - Shop lights scheme	0	0	0	0	#DIV/0!	
11040	Market Place Christmas Tree	1,000	1,800	1,533	1,533	-14.83	Tree purchase, transport and crane hire
11050	Blachere Contract	19,497	19,358	18,817	18,817	-2.79	Blachere contract
11055	Electrical Contractor for potential use of old lights	0	0	0	0	#DIV/0!	Potential use of old lights
11060	Trinity Street Lamp Post Electricity	1,471	1,000	-1,087	-1,087	-208.70	Electricity charges - Trinity street meters to be removed, one already removed
11070	Church Street Lamp Post Electricity	616	650	266	650	0.00	Electricity charges
	TOTAL EXPENDITURE	29,801	30,008	26,288	26,672	-11.12	

Code	COMMUNITY INFRASTRUCTURE LEVY	Actual Spend 2023/24	Revised Budget 2024/25	Net Expenditure to 22/01/25	Proposed Revised Budget 2024/25	% 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!	
14000	Contribution from development	15,212	0	34,367	0	#DIV/0!	£18,122.42 in ear marked reserves spent in Foxby Hill Allotments
	TOTAL INCOME	15,212	0	34,367	0	#DIV/0!	
	NET EXPENDITURE	-15,212	0	-34,367	0	#DIV/0!	

PAPER G

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

Report Author: Rachel Allbones

Report Date: 21 January 2025



Gainsborough
TOWN COUNCIL

Subject: Provision of Commercial Card

1. Summary

The Operations Manager currently has no access to a Commercial Card.

2. Background

Quoted from Financial Regulations as adopted:

6.18 Any Debit Card issued for use will be specifically restricted to the Clerk and the RFO and will also be restricted to a single transaction maximum value of £1,000 unless authorised by Council or Management and Finance Committee in writing before any order is placed.

6.19 A pre-paid debit card may be issued to employees with varying limits. These limits will be set by the Management and Finance Committee. Transactions and purchases made will be reported to the Management and Finance Committee and authority for topping-up shall be at the discretion of the Management and Finance Committee.

6.20 Any corporate credit card opened by the Council will be specifically restricted to use by the Clerk and RFO and shall be subject to automatic payment in full at each month-end.

6.21 Any trade card account opened by the Council will be specifically restricted to use by the Clerk, RFO, Operations Manager and Grounds Maintenance Team Leader and shall be subject to automatic payment in full at each month-end.

3. Recommendation

- i. To approve the provision of a £500 Commercial Card to the Operations Manager as detailed above.
- ii. To amend 6.20 of the Finance Regulations accordingly.

PAPER H

Officer Report to the Finance and Strategy Committee

Report Author: Rachel Allbones

Report Date: 23 January 2025



Gainsborough
TOWN COUNCIL

Fees and Charges

Summary

To consider setting the fees and charges for 2025/26 for the sports grounds, burial grounds and events and the allotments for 2026/27 and allotment water charges for 2025/26.

Background

On an annual basis the Council set the fees and charges for its services.

The Retail Prices Index (RPI) is the most familiar general purpose domestic measure of inflation in the United Kingdom.

December 2023	5.2%
January 2024	4.9%
February 2024	4.5%
March 2024	4.3%
April 2024	3.3%
May 2024	3.0%
June 2024	2.9%
July 2024	3.6%
August 2024	3.5%
September 2024	2.7%
October 2024	3.4%
November 2024	3.6%
December 2024	3.4%

Full cost recovery for services has been spoken about in the past but recommendations for this report is based on 5% on current fees.

Fees and Charges

Sports Grounds

Attached at Appendix A are the fees for the past 4 years and a sample charge for 2025/26 with 5% increase from the current year.

Cemeteries

Attached at Appendix B are the fees for the past 7 years and a sample charge for 2025/26 with 5% increase from the current year.

The grave digging costs for 2025/26 are below, the prices are based on a standard size grave at 7' x 3'.

Reopen Existing Grave : £525

New Single Depth Grave : £625
New Double Depth Grave : £725

NOTE: It has been requested in the past if we would set our fees to a whole £ for cemetery fees.

Allotments

Attached at Appendix C are the fees for the past 20 years and a sample charge for 2026/27 with 5% increase from the agreed 2025/26 charge.

Water Charges

Foxby Hill Water charges from Wave (Anglian Water)

1/4/21 - 31/3/22 = £370.87+VAT

1/4/22 – 31/3/23 = £393.76+VAT

1/4/23 – 31/3/24 = £395.57+VAT

1/4/24 – 31/12/24 = £271.87+VAT

Foxby Hill Water charges received from plot holders

1/4/21 - 31/3/22 = £0.00

1/4/22 – 31/3/23 = £0.00

1/4/23 – 31/3/24 = £710.00

1/4/24 – 22/1/25 = £413.00

Based on 116 standard plot and 14 large plots (charged double water fees), it is proposed to charge £3.00 per standard size plot for water for 2025/26.

Spital Hill Water charges from Wave (Anglian Water)

15/6/21 – 14/3/22 = £167.36

15/3/22 – 14/3/23 = £575.51

15/3/23 – 14/3/24 = £385.83

15/3/24 – 14/12/24 = £352.41

Spital Hill Water charges received from plot holders

15/6/21 – 14/3/22 = £0.00

15/3/22 – 14/3/23 = £0.00

15/3/23 – 14/3/24 = £440.00

15/3/24 – 22/1/25 = £410.00

Based on 43 usable plots it is proposed to charge £10 per standard size plot for water for 2025/26.

Events

2024/25 fees set by the Finance and Strategy Committee on 20 February 2024 are below:

Circus - £250 per trading day

Funfair - £250 per trading day

Motor Caravanners Club (approx. 25 Motorcaravans) - £500 (Fri – Sun)

Recommendations

Sports Grounds

1. Approve the 2025/26 charges as set in Appendix A

Cemeteries

2. Approve the 2025/26 charges as set in Appendix B

Allotments

3. Approve the 2026/27 charges as set in Appendix C
4. Approve the 2025/26 water charges for Spital Hill and Foxby Hill.

Events

5. Approve the event fees.

Sports Ground Charges

	2021 / 2022		2022 / 2023		2023 / 2024		2024 / 2025		2025 / 2026		
Football Pitch - Senior	41.00	(per match)	43.05	(per match)	45.20	(per match)	47.46	(per match)	49.83	(per match)	5%
Football Pitch - Juniors 9v9 & 11v11	26.00	(per match)	27.30	(per match)	28.67	(per match)	31.10	(per match)	32.66	(per match)	5%
Football Pitch - Juniors 5v5 & 7v7	16.00	(per match)	16.80	(per match)	17.64	(per match)	18.52	(per match)	19.45	(per match)	5%
Training Pitch	11.00		11.55		12.13		12.73		13.37		5%

Cricket Pitch - Senior (not including use of kitchen or function room)	45.00	(per match)	47.25	(per match)	49.61	(per match)	52.09	(per match)	54.69	(per match)	5%
Cricket Pitch - Senior (Evening League) (not including use of kitchen or function room)	26.00	(per match)	27.30	(per match)	28.67	(per match)	30.10	(per match)	31.61	(per match)	5%
Cricket Pitch - Junior (per match, not including use of kitchen or function room)	21.00	(per match)	22.05	(per match)	23.15	(per match)	24.31	(per match)	25.53	(per match)	5%

Marshall's Bowls Club	1,224.00	(per season)	1,285.20	(per season)	1,349.46	(per season)	1,416.93	(per season)	1,487.78	(per season)	5%
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	Peak	Off Peak	Peak	Off Peak
Marshall's Function Room (per hour, includes use of kitchen)	21.00	16.00	22.05	16.80

Regular User		Regular User		Regular User		
Peak	Off Peak	Peak	Off Peak	Peak	Off Peak	
16.60	12.60	17.43	13.23	18.30	13.89	5%
Casual User		Casual User		Casual User		
Peak	Off Peak	Peak	Off Peak	Peak	Off Peak	
20.00	15.00	21.00	15.75	22.05	16.54	5%

Peak		Peak		Peak		Peak		Peak	
Mon - Fri	5pm - 10pm	Mon - Fri	5pm - 10pm	Mon - Fri	5pm - 12am	Mon - Fri	5pm - 12am	Mon - Fri	5pm - 12am
Off Peak		Off Peak		Off Peak		Off Peak		Off Peak	
Mon - Fri	9am - 5pm	Mon - Fri	9am - 5pm	Mon - Fri	9am - 5pm	Mon - Fri	9am - 5pm	Mon - Fri	9am - 5pm
Sat - Sun	All Day	Sat - Sun	All Day	Sat - Sun	All Day	Sat - Sun	All Day	Sat - Sun	All Day

Cemetery Charges

	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	
Part 1 Exclusive Right of Burial	£	£	£	£	£	£	£	£	
Cremated Remains 25 years	150.00	150.00	225.00	230.00	241.50	253.58	266.26	279.57	5%
25 years	300.00	300.00							
50 years	375.00	375.00	450.00	459.00	481.95	506.05	531.35	557.92	5%
75 years	450.00	450.00							
99 years	525.00	525.00	600.00	612.00	642.60	674.73	708.47	743.89	5%
Part 2 Interments	£	£	£	£	£	£	£	£	
Stillborn child under 24 weeks					0.00	0.00	0.00	0.00	
**Child under 18 years of age Single		600.00	600.00	612.00	642.60	674.73	708.47	743.89	5%
**Child under 18 years of age Double		710.00	710.00	724.00	760.20	798.21	838.12	880.03	5%
Adult Single	600.00	600.00	600.00	612.00	642.60	674.73	708.47	743.89	5%
Adult Double	710.00	710.00	710.00	724.00	760.20	798.21	838.12	880.03	5%
Triple Depth				1,071.00	1,071.00	1,071.00	TBC with GD	TBC with GD	
Cremated Remains	225.00	225.00	225.00	230.00	241.50	253.58	266.25	279.56	5%
Extra Spoils removal where over standard size grave	140.00	140.00	160.00	163.00	163.00	163.00	TBC with GD	TBC with GD	
Additional fee where outside standard hours (full burial)	230.00	230.00	230.00	235.00	246.75	259.09	272.04	285.64	5%
Additional fee where outside standard hours (cremation burial)	80.00	80.00	80.00	82.00	86.10	90.41	94.93	99.68	5%
Exhumation	£	£	£	£	£	£	£	£	
Body	2,500.00	2,500.00	2,750.00	2,805.00	2,805.00	2,805.00	TBC with GD	TBC with GD	
Cremated Remains	300.00	300.00	350.00	357.00	374.85	393.59	413.27	433.93	5%
Use of	£	£	£	£	£	£	£	£	
Chapel (including use of organ)	100.00	100.00	100.00	102.00	£107.10	£112.46	£118.08	£123.98	5%
Grass Matting	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	
Part 3 Memorials	£	£	£	£	£	£	£	£	
Headstone up to 3' (exclusive right for 30 years)	200.00	200.00	200.00	204.00	214.20	224.91	236.16	247.97	5%
Headstone up to 3' including kerbing (exclusive right for 30 years)	225.00	225.00	225.00	230.00	241.50	253.58	266.25	279.56	5%
Plaque	75.00	75.00	75.00	77.00	80.85	84.89	89.14	93.60	5%
Vase with an inscription	75.00	75.00	75.00	77.00	80.85	84.89	89.14	93.60	5%
Additional inscription	75.00	75.00	75.00	77.00	80.85	60.00	63.00	66.15	5%

Cemetery Charges

Part 5 Registration Fees etc	£	£	£	£	£	£	£	£
Per certified copy of a certificate of grant of exclusive rights of burial	10.00	10.00	10.00	10.00				

ALL CHARGES ARE DOUBLED FOR RESIDENTS LIVING OUTSIDE OF THE GAINSBOROUGH PARISH BOUNDARY

Rental Charges Per Annum

	2005 / 2006	2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010	2010 / 2011	2011 / 2012	2012 / 2013	2013 / 2014
	£	£	£	£	£	£	£	£	£
Allotments (Small Plot)	9.00	9.00	10.00	10.00	10.00	10.00	15.00	17.00	17.00
Allotments (Large Plot)	18.00	18.00	20.00	20.00	20.00	20.00	30.00	34.00	34.00
Garage Space (Love Lane) x31	26.50	26.50	26.50	26.50	26.50	26.50	40.00	42.00	42.00
Register Offices (Richmond Park					4,035.00	4,035.00	4,035.00	4,035.00	4,035.00

	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	2022 / 2023
	£	£	£	£	£	£	£	£	£
Allotments (Small Plot)	26.00	26.00	26.00	26.00	26.50	26.50	27.00	28.00	28.00
Allotments (Large Plot)	52.00	52.00	52.00	52.00	53.00	53.00	54.00	56.00	56.00
Garage Space (Love Lane) x31	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00
Register Offices (Richmond Park	4,035.00	4,035.00	4,035.00	4,035.00	4,035.00	4,035.00	4,035.00	4,035.00	4,035.00

	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	
	£	£	£	£	
Allotments (Standard Plot approx 250m2) per square metre	0.12	0.12	0.1260	0.1323	5%
Allotments (Standard Plot approx 250m2) per square metre NON RESIDENT		0.13	0.1365	0.1433	5%
Foxby Hill Water Charges	5.00	3.00	3.00		
Spital Hill Water Charges	10.00	10.00	10.00		
Garage Space (Love Lane) x31	52.50	55.13	57.89		5%
Register Offices (Richmond Park	Lease agreement	Lease agreement	Lease agreement		