

**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE MEETING HELD AT UNTIED REFORMED CHURCH HALL, FORE STREET ON MONDAY 17 OCTOBER 2022 AT 3.30 PM**

**PRESENT:** Councillor M Lithgow (Mayor),  
Councillors M Barr, A Govier, J Lloyd and M McGuffie  
**IN ATTENDANCE:** David Farrow (Town Clerk), Alice Kendall (Deputy RFO)  
1 member of the press

**292 APOLOGIES**

Apologies were received and accepted from Councillors Z Barr and J Thorne.

**293 DECLARATIONS OF INTEREST**

Councillors Govier and Lloyd have a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being former customers of the company.

**294 PUBLIC PARTICIPATION**

No members of the public were present.

**295 MINUTES**

**RESOLVED** to approve and sign the minutes of the meeting held 26 September 2022.

**296 ACCOUNTING STATEMENTS**

**(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 11 OCTOBER 2022**

**RESOLVED** to note and approve the bank reconciliation.

**(b) TO NOTE AND APPROVE EXPENDITURE FOR 21 SEPTEMBER – 11 OCTOBER 2022**

**RESOLVED** to note and approve the expenditure as presented.

**(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 21 SEPTEMBER – 11 OCTOBER 2022**

**RESOLVED** to note and approve the income received as presented.

**(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2022-23 YEAR AS AT 11 OCTOBER 2022**

**RESOLVED** to note and approve the budget report.

**297 2023 – 2024 BUDGET**

A short paper was circulated with a working draft copy of the budget which was noted. Councillor McGuffie raised a number of projects he would like to be considered. The Clerk advised that these need to be presented to the appropriate committee first. I was further reported by the Deputy RFO that a more final draft will be presented the next Finance meeting which will take a format similar to the usual informal budget meeting.

**There being no further business, the meeting closed at 3.55 pm.**

.....  
**Councillor Mark Lithgow**  
**Mayor**

## Wellington Town Council

Prepared by: Alice Kendall - Deputy RFODate: 04/11/2022*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 04/11/2022</b>		
	Cash in Hand 01/04/2022		768,429.95
	<b>ADD</b> Receipts 01/04/2022 - 04/11/2022		825,994.28
			1,594,424.23
	<b>SUBTRACT</b> Payments 01/04/2022 - 04/11/2022		277,331.70
<b>A</b>	<b>Cash in Hand 04/11/2022</b> (per Cash Book)		<b>1,317,092.53</b>
	Cash in hand per Bank Statements		
	Petty Cash 04/11/2022	0.00	
	Nationwide 01343556 04/11/2022	200,945.94	
	Cambridge & Counties 15020773 31/10/2022	252,735.39	
	The Cambridge Building Society CI 04/11/2022	200,001.10	
	Lloyds Treasurers PC 87331468 04/11/2022	114.87	
	Lloyds Deposit Account 07788306 04/11/2022	414,464.24	
	Lloyds Current Account 2195145 04/11/2022	272,187.37	
			<b>1,340,448.91</b>
	Less unrepresented payments		23,356.38
			1,317,092.53
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>1,317,092.53</b>
	<b>A = B Checks out OK</b>		

**Wellington Town Council**  
**PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
292	IT Support & Email Hosting	12/10/2022		Lloyds Current Accour	BACS	IT Support & e-mail	MTMIT	S	340.00	68.00	408.00
293	IT Equipment	12/10/2022		Lloyds Current Accour	BACS	Laptop Memory Upgrade x2	MTMIT	S	258.00	51.60	309.60
294	Telephone & Broadband	14/10/2022		Lloyds Current Accour	Direct Debit	Call Charges	SW Comms	S	4.68	0.94	5.62
295	Office Cleaning & Maintenance	14/10/2022		Lloyds Current Accour	BACS	Office Cleaning	AIS Cleaners	S	80.00	16.00	96.00
296	Stationery & Postage	14/10/2022		Lloyds Current Accour	BACS	Paper	Viking	S	55.98	11.20	67.18
299	Telephone & Broadband	14/10/2022		Lloyds Current Accour	Direct Debit	Telephone & Broadband	Chess	S	99.86	19.97	119.83
300	Office Equipment	14/10/2022		Lloyds Treasurers PC	Card	Cable Ties	H T Perry & Son	S	4.98	1.00	5.98
297	Allotments	14/10/2022		Lloyds Current Accour	BACS	Allotment Refund	Amanda Ashley (53/54)	X	4.00		4.00
298	Emergency High Street Fund	14/10/2022		Lloyds Current Accour	BACS	Hall Hire	1st Wellington Scout Group	X	60.00		60.00
302	Promotion of Wellington	17/10/2022		Lloyds Treasurers PC	Card	Remembrance & Christmas Ba	Printed Today	X	108.47		108.47
301	Sage Payroll & HR	17/10/2022		Lloyds Current Accour	Direct Debit	Payroll System	Sage	S	42.50	8.50	51.00
303	Office 365	17/10/2022		Lloyds Current Accour	BACS	Office 365 (Cllrs & Officers)	MTMIT	S	1,806.00	361.20	2,167.20
304	Photocopier	18/10/2022		Lloyds Current Accour	BACS	Printing (final bill from old mac	Konica Minolta	S	198.56	39.71	238.27
305	Switch on Event	19/10/2022		Lloyds Current Accour	BACS	Poster Artwork	Word Gets Around	X	75.00		75.00
306	Hire of Hall	19/10/2022		Lloyds Current Accour	BACS	Hall Hire (26/09/22)	Wellington Community Centr	X	18.00		18.00
307	Town Centre Projects	19/10/2022		Lloyds Treasurers PC	Card	Land Registry Search	HM Land Registry	X	3.00		3.00
308	Hospitality	19/10/2022		Lloyds Treasurers PC	Card	Milk	Co-op	X	1.35		1.35
309	Salaries	21/10/2022		Lloyds Current Accour	BACS	Net Salaries	Various	X	6,970.78		6,970.78
310	Salaries	21/10/2022		Lloyds Current Accour	BACS	Deductions - Oct	HMRC	X	2,644.26		2,644.26
311	Salaries	21/10/2022		Lloyds Current Accour	BACS	Superann - Oct	Somerset County Council	X	2,051.39		2,051.39
313	Switch on Event	21/10/2022		Lloyds Treasurers PC	Card	S171 Christmas Tree	Somerset County Council	X	50.00		50.00
314	Allotments	21/10/2022		Lloyds Current Accour	BACS	Allotment Overpayment Refun	Amanda Ashley (53/54)	X			
312	Emergency High Street Fund	21/10/2022		Lloyds Current Accour	BACS	Free Parking (26th Nov)	Somerset West & Taunton	S	967.00	193.40	1,160.40
315	Scribe Accounting System	24/10/2022		Lloyds Current Accour	BACS	Annual Scribe Subscription	Scribe (Starboard Systems Lt	S	1,500.00	300.00	1,800.00
316	Hospitality	24/10/2022		Lloyds Treasurers PC	Card	Milk	Co-op	X	1.35		1.35
317	Other Payments	27/10/2022		Lloyds Treasurers PC	Card	Land Registry Search	HM Land Registry	X	6.00		6.00
318	Hospitality	31/10/2022		Lloyds Treasurers PC	Card	Milk	Co-op	X	1.35		1.35
321	Allotments	31/10/2022		Lloyds Current Accour		Allotment Rent	Various	X			
320	Professional Fees	31/10/2022		Lloyds Current Accour	BACS	Staffing Review	Local Council Consultancy	S	1,875.00	375.00	2,250.00
319	Promotion of Wellington	31/10/2022		Lloyds Current Accour	BACS	Order of Service Remembranc	Carly Press	E	229.00		229.00
322	SLCC	01/11/2022		Lloyds Current Accour	BACS	SLCC Membership	SLCC	X	270.00		270.00
323	Telephone System	02/11/2022		Lloyds Current Accour	Direct Debit	Phone System	SW Comms	S	121.30	24.26	145.56
324	Town Centre Projects	02/11/2022		Lloyds Current Accour	BACS	Remembrance Sunday Parade	Somerset Sign & Print Co	S	25.50	5.10	30.60
325	Allotments	02/11/2022		Lloyds Current Accour	BACS	Allotments	Somerset Sign & Print Co	S	75.40	15.08	90.48
326	Film Festival	02/11/2022		Lloyds Current Accour	BACS	Film Festival	Somerset Film and	S	8,000.00	1,600.00	9,600.00
327	Longforth Road Toilets	02/11/2022		Lloyds Current Accour	BACS	Toilet Cleaning	ID Verde	S	1,460.55	292.11	1,752.66

**Wellington Town Council**  
**PAYMENTS LIST**

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT Type</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
328	Community Services & Priorit	03/11/2022		Lloyds Current Accour	BACS	War Grave Flowers	Bloomin Lovely	S	60.42	12.08	72.50
329	Community Warden	03/11/2022		Lloyds Current Accour	BACS	Community Warden	ID Verde	S	1,799.89	359.98	2,159.87
330	Switch on Event	03/11/2022		Lloyds Current Accour	BACS	Advert for Christmas Event	Tindle Newspapers	S	216.72	43.34	260.06
								<b>Total</b>	<b>31,486.29</b>	<b>3,798.47</b>	<b>35,284.76</b>

4 November 2022 (2022 - 2023)

**Wellington Town Council**  
**RECEIPTS LIST**

<b>Voucher Code</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Receipt No</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT Type</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
92 Allotments	21/10/2022		Lloyds Current Accour		Allotment Rent	Various	X	132.00		132.00
93 Allotments	31/10/2022		Lloyds Current Accour		Allotment Rent	Various	X	157.00		157.00
94 Bank Interest	31/10/2022		Cambridge & Counties		Interest	Cambridge & Counties	X	487.61		487.61
95 Allotments	04/11/2022		Lloyds Current Accour		Allotment Rent	Various	X	52.00		52.00
							<b>Total</b>	<b>828.61</b>		<b>828.61</b>

## Wellington Town Council

### Summary of Receipts and Payments

All Cost Centres and Codes

#### Administration/Office running

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
26	Office Rent	250.00	125.00	-125.00	4,000.00	1,130.00	2,870.00	2,745.00 (64%)
27	Photocopier		20.66	20.66	1,000.00	336.12	663.88	684.54 (68%)
28	Electricity				2,000.00	398.66	1,601.34	1,601.34 (80%)
32	Office Equipment				250.00	310.30	-60.30	-60.30 (-24%)
34	Insurances				2,750.00		2,750.00	2,750.00 (100%)
35	Stationery & Postage				1,250.00	1,330.16	-80.16	-80.16 (-6%)
36	Audit Fees				1,800.00	1,685.00	115.00	115.00 (6%)
37	Office Cleaning & Maintenance				2,500.00	894.80	1,605.20	1,605.20 (64%)
40	Hire of Hall				1,740.00	726.00	1,014.00	1,014.00 (58%)
<b>SUB TOTAL</b>		<b>250.00</b>	<b>145.66</b>	<b>-104.34</b>	<b>17,290.00</b>	<b>6,811.04</b>	<b>10,478.96</b>	<b>10,374.62 (59%)</b>

#### Affiliation Fees

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	SALC				1,910.00	1,789.12	120.88	120.88 (6%)
99	SLCC				300.00	270.00	30.00	30.00 (10%)
100	CCS				100.00		100.00	100.00 (100%)
<b>SUB TOTAL</b>					<b>2,310.00</b>	<b>2,059.12</b>	<b>250.88</b>	<b>250.88 (10%)</b>

#### Christmas

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114	Hire of Lights				7,500.00	7,477.33	22.67	22.67 (0%)
115	Lights Install				8,000.00	425.00	7,575.00	7,575.00 (94%)
116	Switch on Event				10,000.00	416.72	9,583.28	9,583.28 (95%)
123	Stall Deposits							(N/A)
136	Electricity				200.00		200.00	200.00 (100%)
137	Additional Lights & Install				5,000.00	773.50	4,226.50	4,226.50 (84%)
<b>SUB TOTAL</b>					<b>30,700.00</b>	<b>9,092.55</b>	<b>21,607.45</b>	<b>21,607.45 (70%)</b>

#### Community Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
55	Wellington One				11,000.00		11,000.00	11,000.00 (100%)
58	Community Safety				1,000.00		1,000.00	1,000.00 (100%)
59	Promotion of Wellington				5,000.00	491.72	4,508.28	4,508.28 (90%)
60	Community Services & Priorities				5,000.00	682.60	4,317.40	4,317.40 (86%)
61	Health & Wellbeing				30,000.00	25,957.00	4,043.00	4,043.00 (13%)
62	Museum Lease							(N/A)
64	Community Warden				17,505.00	12,599.25	4,905.75	4,905.75 (28%)
65	Emergency Planning				1,000.00		1,000.00	1,000.00 (100%)
66	Other Payments				300.00	49.00	251.00	251.00 (83%)

**Wellington Town Council**  
**Summary of Receipts and Payments**

4 November 2022 (2022 - 2023)

All Cost Centres and Codes

139 Cost of Living Crisis	35,000.00	35,000.00	35,000.00 (100%)
<b>SUB TOTAL</b>	<b>105,805.00</b>	<b>39,779.57</b>	<b>66,025.43</b>
		<b>66,025.43</b>	<b>(62%)</b>

**Cost of democracy and electric**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20 Mayors Allowance				500.00	500.00		(0%)
21 Councillors Allowance				4,200.00	4,200.00		(0%)
22 Members Training				500.00	165.00	335.00	335.00 (67%)
23 Members Travelling				600.00	42.20	557.80	557.80 (92%)
24 Hospitality				1,000.00	111.20	888.80	888.80 (88%)
25 Elections				1,000.00		1,000.00	1,000.00 (100%)
89 Deputy Mayor's Allowance				200.00	200.00		(0%)
<b>SUB TOTAL</b>				<b>8,000.00</b>	<b>5,218.40</b>	<b>2,781.60</b>	<b>2,781.60 (34%)</b>

**Earmarked Reserves**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
67 Youth Services				26,000.00		26,000.00	26,000.00 (100%)
71 C.I.L		357,877.17	357,877.17	210,373.97		210,373.97	568,251.14 (270%)
73 Film Festival				8,000.00	8,000.00		(0%)
75 Railway Station				15,000.00		15,000.00	15,000.00 (100%)
76 Capital Projects				50,000.00		50,000.00	50,000.00 (100%)
77 Playing Pitch Strategy				9,000.00		9,000.00	9,000.00 (100%)
95 Office Furniture Replacement				3,000.00		3,000.00	3,000.00 (100%)
96 Post Office Provision				2,500.00		2,500.00	2,500.00 (100%)
97 Cades Farm Community Hall				7,000.00		7,000.00	7,000.00 (100%)
<b>SUB TOTAL</b>		<b>357,877.17</b>	<b>357,877.17</b>	<b>330,873.97</b>	<b>8,000.00</b>	<b>322,873.97</b>	<b>680,751.14 (205%)</b>

**Emergency High Street Fund**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78 Emergency High Street Fund		25,350.00	25,350.00		36,096.62	-36,096.62	-10,746.62 (N/A)
79 Electrical Infrastructure Work							(N/A)
80 Related Staffing Costs							(N/A)
81 Christmas Entertainment 2020							(N/A)
82 Street Furniture					250.00	-250.00	-250.00 (N/A)
83 Maps & Signage							(N/A)
85 Marketing							(N/A)
86 Notice Boards							(N/A)
88 Farmers Market							(N/A)
98 Related Fees							(N/A)
120 Welly Welcome Weekend 2021							(N/A)
121 Town Surveys							(N/A)
124 Christmas 2021							(N/A)
125 Wellington Produce Market					475.00	-475.00	-475.00 (N/A)



**Wellington Town Council**  
**Summary of Receipts and Payments**

4 November 2022 (2022 - 2023)

All Cost Centres and Codes

<b>SUB TOTAL</b>	<b>25,350.00</b>	<b>25,350.00</b>	<b>36,821.62</b>	<b>-36,821.62</b>	<b>-11,471.62 (N/A)</b>
------------------	------------------	------------------	------------------	-------------------	-------------------------

**Environment and Planning**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
47 Grasscutting				3,740.00		3,740.00	3,740.00 (100%)
48 Weedkilling				1,215.00		1,215.00	1,215.00 (100%)
49 Emptying Dog Bins				8,112.00	3,463.20	4,648.80	4,648.80 (57%)
50 Provision of Benches & Litter/Do				2,500.00	546.99	1,953.01	1,953.01 (78%)
51 Planning Administration				2,160.00	500.00	1,660.00	1,660.00 (76%)
52 Environmental Improvements				20,000.00	749.00	19,251.00	19,251.00 (96%)
113 Electricity for Street Light				450.00	424.76	25.24	25.24 (5%)
129 Additional Street Lighting				1,500.00	7,748.02	-6,248.02	-6,248.02 (-416%)
130 Land at Westford				5,000.00		5,000.00	5,000.00 (100%)
131 Green Corridor				20,000.00		20,000.00	20,000.00 (100%)
<b>SUB TOTAL</b>				<b>64,677.00</b>	<b>13,431.97</b>	<b>51,245.03</b>	<b>51,245.03 (79%)</b>

**Grants**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
41 Grants				15,000.00	7,683.00	7,317.00	7,317.00 (48%)
<b>SUB TOTAL</b>				<b>15,000.00</b>	<b>7,683.00</b>	<b>7,317.00</b>	<b>7,317.00 (48%)</b>

**Grounds Maintenance and Allotments**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
44 Allotments	2,470.00	2,574.00	104.00	2,000.00	2,508.21	-508.21	-404.21 (-9%)
45 Tone Play Area				1,000.00	2,899.70	-1,899.70	-1,899.70 (-189%)
46 Footpaths Maintenance				500.00	83.88	416.12	416.12 (83%)
92 Longforth Allotment				10,000.00		10,000.00	10,000.00 (100%)
<b>SUB TOTAL</b>	<b>2,470.00</b>	<b>2,574.00</b>	<b>104.00</b>	<b>13,500.00</b>	<b>5,491.79</b>	<b>8,008.21</b>	<b>8,112.21 (50%)</b>

**Income**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Precept		413,677.00	413,677.00				413,677.00 (N/A)
2 Bank Interest	2,000.00	3,362.29	1,362.29				1,362.29 (68%)
3 Parish Grants	2,275.00	2,275.00					(0%)
5 VAT Refund							(N/A)
6 Rents - Various	1,000.00	437.00	-563.00				-563.00 (-56%)
<b>SUB TOTAL</b>	<b>5,275.00</b>	<b>419,751.29</b>	<b>414,476.29</b>				<b>414,476.29 (7857%)</b>

**Wellington Town Council**  
**Summary of Receipts and Payments**

4 November 2022 (2022 - 2023)

All Cost Centres and Codes

**IT, Website & Internet**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Telephone & Broadband				2,690.00	1,423.70	1,266.30	1,266.30 (47%)
30	IT Equipment				1,200.00	258.00	942.00	942.00 (78%)
31	IT Support & Email Hosting				4,250.00	2,429.00	1,821.00	1,821.00 (42%)
94	IT for New Staff				1,500.00		1,500.00	1,500.00 (100%)
101	Telephone System				2,000.00	1,010.40	989.60	989.60 (49%)
103	Security Software				195.00	180.00	15.00	15.00 (7%)
104	Office 365				1,760.00	1,806.00	-46.00	-46.00 (-2%)
105	Parish Online				450.00		450.00	450.00 (100%)
106	Zoom				120.00	119.90	0.10	0.10 (0%)
107	Scribe Accounting System				1,500.00	1,500.00		(0%)
108	Sage Payroll & HR				870.00	465.50	404.50	404.50 (46%)
132	Councillor Tablets				2,500.00		2,500.00	2,500.00 (100%)
<b>SUB TOTAL</b>					<b>19,035.00</b>	<b>9,192.50</b>	<b>9,842.50</b>	<b>9,842.50 (51%)</b>

**Pop Up Shop**

Code	Title	Receipts			Payments			Net Position			
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend			
117	Rent	5,850.00	2,550.00	-3,300.00	6,000.00	3,874.95	2,125.05	-1,174.95 (-9%)			
118	Overheads				3,000.00	255.36	2,744.64	2,744.64 (91%)			
119	Repairs				1,500.00	6.82	1,493.18	1,493.18 (99%)			
<b>SUB TOTAL</b>					<b>5,850.00</b>	<b>2,550.00</b>	<b>-3,300.00</b>	<b>10,500.00</b>	<b>4,137.13</b>	<b>6,362.87</b>	<b>3,062.87 (18%)</b>

**Professional Services**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
54	Professional Fees				6,000.00	1,875.00	4,125.00	4,125.00 (68%)
<b>SUB TOTAL</b>					<b>6,000.00</b>	<b>1,875.00</b>	<b>4,125.00</b>	<b>4,125.00 (68%)</b>

**Staff Costs & Expenses**

Code	Title	Receipts			Payments			Net Position			
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend			
16	Salaries				179,096.00	82,069.94	97,026.06	97,026.06 (54%)			
17	Staff Training				500.00	190.00	310.00	310.00 (62%)			
18	Staff Travelling				200.00	29.20	170.80	170.80 (85%)			
19	Staff Recruitment		1,500.00	1,500.00	1,500.00		1,500.00	3,000.00 (200%)			
87	Home Working Allowances				600.00		600.00	600.00 (100%)			
<b>SUB TOTAL</b>						<b>1,500.00</b>	<b>1,500.00</b>	<b>181,896.00</b>	<b>82,289.14</b>	<b>99,606.86</b>	<b>101,106.86 (55%)</b>

**Wellington Town Council**  
**Summary of Receipts and Payments**

4 November 2022 (2022 - 2023)

All Cost Centres and Codes

**Town Centre**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53	Longforth Road Toilets				20,017.00	4,625.44	15,391.56	15,391.56 (76%)
127	Jubilee Stall Deposits		-528.00	-528.00				-528.00 (N/A)
128	Platinum Jubilee		330.00	330.00	25,000.00	13,374.58	11,625.42	11,955.42 (47%)
133	Longforth Rd Toilet Refurb				10,000.00		10,000.00	10,000.00 (100%)
134	Co-Working Space				30,000.00		30,000.00	30,000.00 (100%)
135	Town Centre Projects				20,000.00	1,785.50	18,214.50	18,214.50 (91%)
138	Carnival				5,000.00	2,762.00	2,238.00	2,238.00 (44%)
<b>SUB TOTAL</b>			<b>-198.00</b>	<b>-198.00</b>	<b>110,017.00</b>	<b>22,547.52</b>	<b>87,469.48</b>	<b>87,271.48 (79%)</b>

**Welcome Back Fund**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
126	Welcome Back Fund					1,630.00	-1,630.00	-1,630.00 (N/A)
<b>SUB TOTAL</b>						<b>1,630.00</b>	<b>-1,630.00</b>	<b>-1,630.00 (N/A)</b>

**Summary**

<b>NET TOTAL</b>	<b>13,845.00</b>	<b>809,550.12</b>	<b>795,705.12</b>	<b>915,603.97</b>	<b>256,060.35</b>	<b>659,543.62</b>	<b>1,455,248.74 (156%)</b>
<b>V.A.T.</b>		<b>16,444.16</b>			<b>21,271.35</b>		
<b>GROSS TOTAL</b>		<b>825,994.28</b>			<b>277,331.70</b>		

**WELLINGTON TOWN COUNCIL**  
**Schedules of Direct Debits, Standing Orders and Current Fees and Charges**  
**2022-2023**

**1. Direct Debits**

<b>Supplier</b>	<b>Description</b>	<b>Amount</b>	<b>Frequency</b>
Chess	Telephone & Broadband	Variable	Monthly
SW Comms / Taurus	Telephone System	£121.30 *	Monthly
Sage	Payroll System	£42.50	Monthly
SSE	Office Electricity	Variable	Quarterly on receipt of invoice
SSE	Pop Up Electricity	Variable	Quarterly on receipt of invoice
SSE	Toilets Electricity	Variable	Quarterly on receipt of invoice

\*Amount is based on number of phones in use. Is variable if extra units added for additional staff members.

**2. Standing Orders**

The Council does not currently have any standing orders. There is one recurring Debit Card charge in place which is detailed below.

<b>Supplier</b>	<b>Description</b>	<b>Amount</b>	<b>Frequency</b>
Sage HR	HR System	£24.00*	Monthly

\*Amount is based on number of users. Is variable if extra users created for additional staff members.

**3. Fees and Charges**

<b>Description</b>	<b>Amount</b>
Pop Up Shop Deposit*	£100
Pop Up Rent Per Week	£150
Pop Up Rent 4 weeks	£500
Allotment Rent	£26
Promotional Space ½ day	£25
Promotional Space Full Day	£50
Stall Deposits	£35

\*Part refundable as per T&Cs.

**Review of Service Level Agreement**  
**Reminiscence Learning**  
*For Finance November 2022*

## 1. Background

- 1.1. Reminiscence Learning currently have a 3 year service level agreement with the Council which is in effect until 31 March 2024.
- 1.2. They have received 2 out of 3 payments which have increased by £500 each year. The schedule is as follows
  - £4,000 in 2021
  - £4,500 in 2022
  - £5,000 in 2023
- 1.3. The current agreement is attached as appendix A for information.
- 1.4. Payments for Service Level Agreements are met from the Health and Wellbeing budget.

## 2. Review

- 2.1. The Town Clerk and Deputy RFO met Fiona Mahoney, Chief Executive, to discuss the Organisation's current funding needs.
- 2.2. At this meeting, it was explained that the current funding provided by the Council is split between two ongoing projects. £1,000 for Forest School Sessions and £3,500 (in 2022) for Community Sessions "Funday Friday".
- 2.3. Through further discussion, it was identified that the biggest funding gap for the organisation is for their weekly Carers Support Group which has had no direct funding since its conception during the first Covid Pandemic lockdowns. It currently costs £7,500 per year to administer.

## 3. Further information from the Group

- 3.1. The following statement has been put forward by Reminiscence Learning for further information.

*"Our Carers Support group was originally set up during the pandemic as we could see that this was a much needed provision that was not available elsewhere. This group allowed individuals precious space to talk to dementia professionals and share like-minded problems and strategies with other carers experiencing the same difficulties. Now we are through the pandemic we have realised the importance of this service and have not only continued with our online zoom sessions but added an additional day.*

*The carers support groups provide a safe space where friendships have blossomed and grown, whilst gaining and improving their own personal knowledge and skill sets.*

*We have been lucky enough to have external speakers (free of charge ) that have been requested by the group e.g. Porter Dodson, Village Agents etc.*

*The group felt so empowered by the support being engendered, that they decided to produce their own brochure entitled ‘ Dementia a Carers Guide ‘ which is designed to help not only themselves but future carers, signposting them to appropriate alternative services.*

*Because the original group is longstanding and the participants are comfortable in one another’s company, they will often share very sensitive and serious worries / concerns, that are often supported and solved by the group.*

*Some of the carers are now no longer ‘active’ carers but have chosen to stay on in the group to give others the benefit of their knowledge and experience. Others have chosen to volunteer for the charity and have become a core part of our service.*

*The service has had NO funding since its conception and Reminiscence Learning have funded it through charitable donations.*

*We have a funding gap of £7,500 pa (£150 per week) and this covers the following:*

- *2 sessions per week with one /two facilitators*
- *Preparation time and additional admin*
- *Introductory personal telephone call prior to joining the group*
- *Follow up calls when required*

*We know this is brief but we hope it will give the essence of why we require ongoing funding to support those looking after people with dementia in our local community.*

*If you require any further information or testimonials from carers, please do not hesitate to contact us.”*

#### **4. Considerations and Proposals**

4.1. The Committee are asked to consider providing additional ongoing funding to Reminiscence Learning to cover costs of the Carers Support group.

4.2. If the Committee are minded to approve the request (by recommendation to Full Council), it is the Officer’s recommendation that

- a. The current Service Level Agreement be terminated by giving three months’ notice in writing.
- b. A new three-year agreement be drawn up to come into effect on 1<sup>st</sup> April 2023.

This will ensure that all three items of funding are brought in line with one another and that the amounts granted can be budgeted for accordingly.

4.3. The Committee should also consider if they wish to continue the incremental increase of payments as in the current Service Level Agreement.

4.4. If approved and based on the current years payment, funding would be as follows

- £1,000 – Forest School Sessions
- £3,500 – Funday Friday
- £7,500 – Carers Support Group
- **TOTAL = £12,000 per year**

4.5. Lastly, the Committee should consider if they would like to provide one off funding for the Carers Support Group to bridge the gap to the end of the current financial year.

**DRAFT BUDGET 2023-24**  
*For Finance Committee November 2022*

**1. Background**

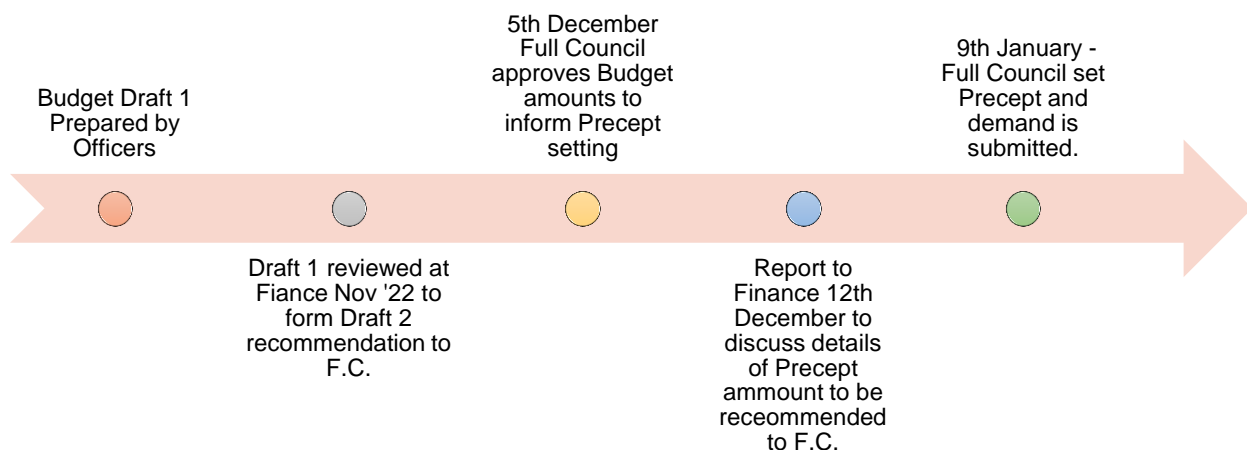
1.1. In previous years, the Council has held an informal budget meeting to scrutinise the amounts budgeted for the coming year. However, this did not provide the appropriate governance and is now therefore presented to the Finance Committee to review each section of the budget to form a recommendation to Full Council.

**2. Basis of Preparation**

- 2.1. The 1<sup>st</sup> draft of the budget is attached.
- 2.2. I have calculated the likely total spend and income at the current year end against each budget line. This not only forms the basis of calculation of the estimated closing bank and reserves balances but also helps inform what funding may be required in the forthcoming year.
- 2.3. As the Council continues to hold a healthy general reserve and some budget lines are likely to have larger underspends, I have applied a carried/brought forward system for some budget lines. This should reduce pressure on precept requirements but has been applied in a reserved manner as to not cause drastic increases in future Precept amounts.
- 2.4. I have prepared the first draft figures based on known current spending, estimated increases and upcoming projects and events. Applications of increases etc. are detailed in the notes column against each line where appropriate.
- 2.5. Officers have met to review the draft to ensure all items have been properly covered.

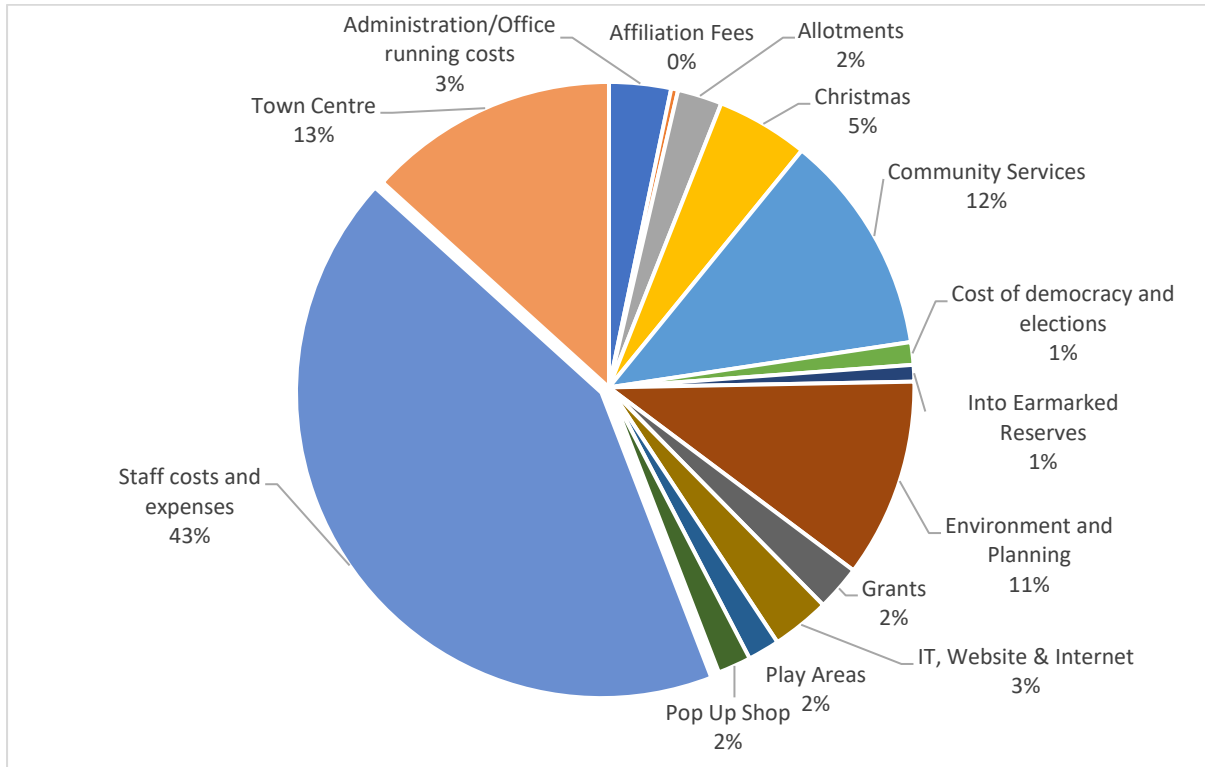
**3. Precept Calculations**

- 3.1. We have been informed that, due to the LGR process, the Tax Base will only be provided once this year on 30<sup>th</sup> November. Because of this, Precept amounts will not be considered until the December Finance meeting.
- 3.2. The chain of governance/decision making for the 23-24 Budget and Precept will be as follows;

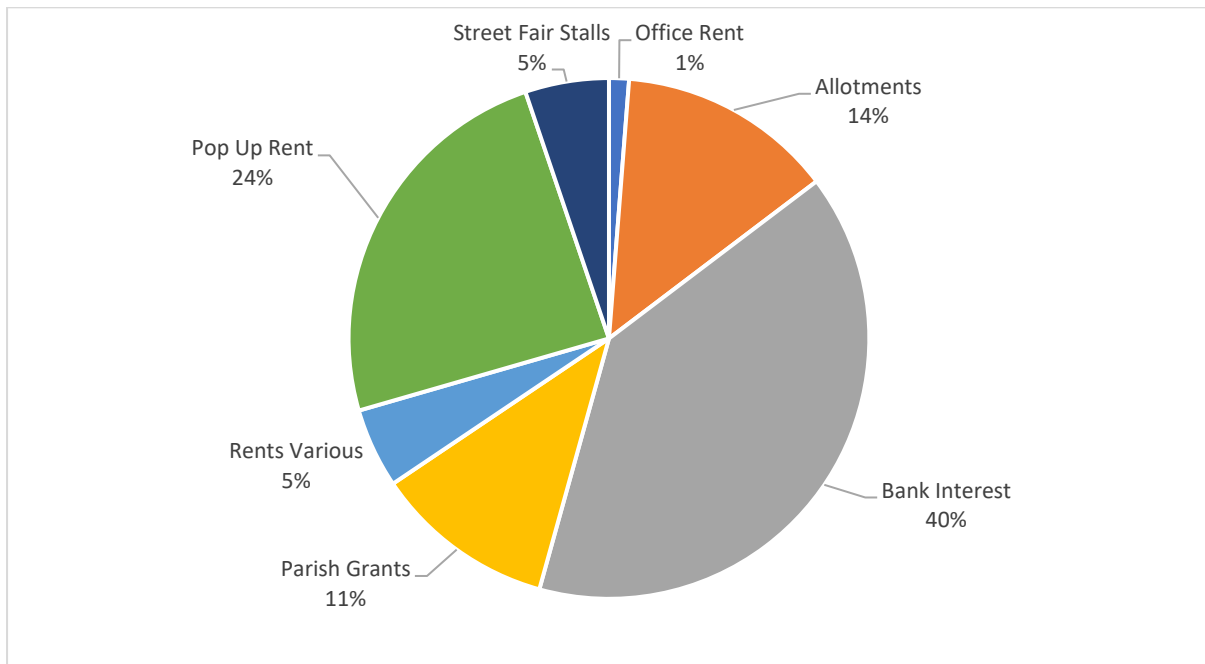


## 4. Summary Breakdowns

### 4.1. Expenditure by Cost Centre



### 4.2. Income by item (not including Precept)



Alice Kendall  
Deputy RFO  
4 November 2022



**Wellington Town Council  
Annual Budget  
2023 - 2024**

	A	B	C	D	E	F	G	I	J	K	L	M	N	O
1														
2	Current Year 2022 - 2023							New Year 2023 - 2024						
3	Income Budget	Actual Income at 30/09	Expected Income at Year End	Expenditure Budget	Earmarked Reserves	Actual Spend at 30/09	Expected Spend at Year End		Income Budget	Possible Carried Forward Amount	Top Up (for Precept calcs)	Total Expenditure Budget Draft 1	Likey Earmarked Reserve Balance	Notes Draft 1
4														
5														
6								<b>Administration/Office running costs</b>						
7	£250.00	£125.00	£250.00	£4,000.00	£0.00	£1,130.00	£5,740.00	Office Rent	£250.00	£0.00	£3,750.00	£4,000.00		
8	£0.00	£20.66	£40.00	£1,000.00	£0.00	£137.56	£870.00	Photocopier	£0.00	£0.00	£1,000.00	£1,000.00		
9	£0.00	£0.00	£0.00	£2,000.00	£0.00	£398.66	£800.00	Electricity	£0.00	£0.00	£2,000.00	£2,000.00		
10	£0.00	£0.00	£0.00	£250.00	£0.00	£305.32	£350.00	Office Equipment	£0.00	£0.00	£350.00	£350.00		
11	£0.00	£0.00	£0.00	£2,750.00	£0.00	£0.00	£3,000.00	Insurances	£0.00	£0.00	£3,500.00	£3,500.00		Renewal of 3yr deal required. Various items to be added to insurance Play Areas, Green Corridor etc. £500 added for contingency in 1st year
12	£0.00	£0.00	£0.00	£1,250.00	£0.00	£1,271.18	£1,450.00	Stationery & Postage	£0.00	£0.00	£1,250.00	£1,250.00		
13	£0.00	£0.00	£0.00	£1,800.00	£0.00	£1,685.00	£2,105.00	Audit Fees	£0.00	£0.00	£2,250.00	£2,250.00		Increased to do higher spend/income bracket for External Audit
14	£0.00	£0.00	£0.00	£2,500.00	£0.00	£814.80	£1,294.80	Office Cleaning & Maintenance	£0.00	£1,000.00	£1,000.00	£2,000.00		Office Cleaning £80per month (£960) plus extra for ad hock materials etc.
15	£0.00	£0.00	£0.00	£1,740.00	£0.00	£708.00	£1,278.00	Hire of Hall	£0.00	£250.00	£850.00	£1,100.00		Adjusted to current pricing for URC (£35 Comm. £40 Plan & FC *12) plus 6 ad hoc meetings at £30 throughout the year
16	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Internal Office Re-Decoration	£0.00	£0.00	£3,000.00	£3,000.00		
17	<b>£250.00</b>	<b>£145.66</b>	<b>£290.00</b>	<b>£17,290.00</b>	<b>£0.00</b>	<b>£6,450.52</b>	<b>£16,887.80</b>	<b>Total of administration &amp; office running costs</b>	<b>£250.00</b>	<b>£1,250.00</b>	<b>£18,950.00</b>	<b>£20,450.00</b>	<b>£0.00</b>	
18														
19								<b>Affiliation Fees</b>						
20	£0.00	£0.00	£0.00	£1,910.00	£0.00	£1,789.12	£1,789.12	SALC	£0.00	£0.00	£1,910.00	£1,910.00		
21	£0.00	£0.00	£0.00	£300.00	£0.00	£0.00	£270.00	SLCC	£0.00	£0.00	£300.00	£300.00		
22	£0.00	£0.00	£0.00	£100.00	£0.00	£0.00	£100.00	CCS	£0.00	£0.00	£100.00	£100.00		
23	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,310.00</b>	<b>£0.00</b>	<b>£1,789.12</b>	<b>£2,159.12</b>	<b>Total Affiliation Fees</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,310.00</b>	<b>£2,310.00</b>	<b>£0.00</b>	
24														
25								<b>Allotments</b>						
26	£2,470.00	£1,866.00	£2,470.00	£4,470.00	£0.00	£2,378.81	£3,500.00	Allotments	£2,716.00	£500.00	£1,500.00	£4,716.00		
27	£0.00	£0.00	£0.00	£10,000.00	£0.00	£0.00	£0.00	Longforth Allotment	£0.00	£10,000.00	£0.00	£10,000.00		Set up amount budgeted for this year but unlikely to come to fruition. Move to earmarked reserve.
28	<b>£2,470.00</b>	<b>£1,866.00</b>	<b>£2,470.00</b>	<b>£14,470.00</b>	<b>£0.00</b>	<b>£2,378.81</b>	<b>£3,500.00</b>	<b>Allotments</b>	<b>£2,716.00</b>	<b>£10,500.00</b>	<b>£1,500.00</b>	<b>£14,716.00</b>	<b>£0.00</b>	
29														
30								<b>Christmas</b>						
31	£0.00	£0.00	£0.00	£7,500.00	£0.00	£7,477.33	£7,477.33	Hire of Lights	£0.00	£0.00	£10,000.00	£10,000.00		New light hire contract in 23-24. Contingency added for additional items and increase in costs.
32	£0.00	£0.00	£0.00	£8,000.00	£0.00	£425.00	£7,950.00	Lights Install	£0.00	£0.00	£10,000.00	£10,000.00		As above
33	£0.00	£0.00	£0.00	£10,000.00	£0.00	£75.00	£3,000.00	Switch on Event	£0.00	£5,000.00	£5,000.00	£10,000.00		Current year costs heavily supplimented by Emergency High Street Fund which will not be in operation in 23-24
34	£0.00	£0.00	£0.00	£200.00	£0.00	£0.00	£400.00	Electricity	£0.00	£0.00	£500.00	£500.00		Price increases sgnificantly affecting Non Metered supplies
35	£0.00	£0.00	£250.00	£5,000.00	£0.00	£6.00	£5,500.00	Additional Lights and Initial Install	£0.00	£0.00	£0.00	£0.00		Line used this year only. Added contingency above for new contract
36	<b>£0.00</b>	<b>£0.00</b>	<b>£250.00</b>	<b>£30,700.00</b>	<b>£0.00</b>	<b>£7,983.33</b>	<b>£24,327.33</b>	<b>Total Christmas</b>	<b>£0.00</b>	<b>£5,000.00</b>	<b>£25,500.00</b>	<b>£30,500.00</b>	<b>£0.00</b>	



**Wellington Town Council  
Annual Budget  
2023 - 2024**

	A	B	C	D	E	F	G	I	J	K	L	M	N	O
2	Current Year 2022 - 2023							New Year 2023 - 2024						
3	Income Budget	Actual Income at 30/09	Expected Income at Year End	Expenditure Budget	Earmarked Reserves	Actual Spend at 30/09	Expected Spend at Year End		Income Budget	Possible Carried Forward Amount	Top Up (for Precept calcs)	Total Expenditure Budget Draft 1	Likey Earmarked Reserve Balance	Notes Draft 1
76								<b>Environment and Planning</b>						
77														
78	£0.00	£0.00	£0.00	£3,740.00	£0.00	£0.00	£0.00	Grass cutting	£0.00	£3,740.00	£0.00	£3,740.00		
79	£0.00	£0.00	£0.00	£1,215.00	£0.00	£0.00	£0.00	Weedkilling	£0.00	£1,215.00	£0.00	£1,215.00		
80	£0.00	£0.00	£0.00	£8,112.00	£0.00	£3,463.20	£7,965.36	Emptying Dog Bins	£0.00	£0.00	£11,500.00	£11,500.00		Assumed 10% increase on per empty cost (currently £6.66). Number of bins likely to increase to 15
81	£0.00	£0.00	£1,094.00	£2,500.00	£0.00	£546.99	£1,094.00	Provision of Street Furniture	£0.00	£2,500.00	£0.00	£2,500.00		
82	£0.00	£0.00	£0.00	£2,160.00	£0.00	£500.00	£1,500.00	Planning Administration	£0.00	£500.00	£1,000.00	£1,500.00		£125 per monthly visit
83	£0.00	£0.00	£0.00	£20,000.00	£20,000.00	£749.00	£749.00	Environmental Improvements	£0.00	£19,000.00	£0.00	£19,000.00	£20,000.00	Total pot = £39K as agreed to put unspent into earmarked from 21-22 to total £40k minus £1k est. spend this year
84	£0.00	£0.00	£0.00	£450.00	£0.00	£424.76	£850.00	Electricity for Street Light	£0.00	£0.00	£850.00	£850.00		
85	£0.00	£0.00	£0.00	£1,500.00	£0.00	£7,748.02	£7,748.02	Possible additional Street Lighting	£0.00	£0.00	£0.00	£0.00		None planned for 23-24
86	£0.00	£0.00	£0.00	£500.00	£0.00	£83.88	£150.00	Footpaths PRoW Maintenance	£0.00	£0.00	£500.00	£500.00		
87	£0.00	£0.00	£0.00	£5,000.00	£0.00	£0.00	£2,500.00	Land at Westford	£0.00	£2,500.00	£2,500.00	£5,000.00		
88	£0.00	£0.00	£0.00	£20,000.00	£0.00	£0.00	£5,000.00	Green Corridor	£0.00	£15,000.00	£5,000.00	£20,000.00		
89	<b>£0.00</b>	<b>£0.00</b>	<b>£1,094.00</b>	<b>£65,177.00</b>	<b>£20,000.00</b>	<b>£13,515.85</b>	<b>£27,556.38</b>	<b>Total of Environment and Planning</b>	<b>£0.00</b>	<b>£44,455.00</b>	<b>£21,350.00</b>	<b>£65,805.00</b>	<b>£20,000.00</b>	
90														
91								<b>Grants</b>						
92	£0.00	£0.00	£0.00	£15,000.00	£0.00	£7,683.00	£15,000.00	Grants	£0.00	£0.00	£15,000.00	£15,000.00		
93	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£15,000.00</b>	<b>£0.00</b>	<b>£7,683.00</b>	<b>£15,000.00</b>	<b>Total of Grants</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£15,000.00</b>	<b>£15,000.00</b>	<b>£0.00</b>	
94														
95														
96								<b>Income only items</b>						
97	£0.00	£413,677.00	£413,677.00	£0.00	£0.00	£0.00	£0.00	Precept	£0.00	£0.00	£0.00	£0.00		
98	£2,000.00	£2,161.76	£4,000.00	£0.00	£0.00	£0.00	£0.00	Bank Interest	£8,000.00	£0.00	£0.00	£0.00		
99	£2,275.00	£2,275.00	£2,275.00	£0.00	£0.00	£0.00	£0.00	Parish Grants	£2,275.00	£0.00	£0.00	£0.00		Queries around whether this will continue in Unitary Authority
100	£1,000.00	£437.00	£850.00	£0.00	£0.00	£0.00	£0.00	Rents Various	£1,000.00	£0.00	£0.00	£0.00		
101	<b>£5,275.00</b>	<b>£418,550.76</b>	<b>£420,802.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>Total Income only items</b>	<b>£11,275.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
102														
103								<b>IT, Website &amp; Internet</b>						
104	£0.00	£0.00	£0.00	£2,690.00	£0.00	£1,319.16	£1,918.32	Telephone & Broadband	£0.00	£500.00	£1,660.00	£2,160.00		Phone £100 pm Mobiles £240 each py. Allowed for 4x mobiles
105	£0.00	£0.00	£0.00	£1,200.00	£0.00	£0.00	£250.00	IT Equipment	£0.00	£750.00	£450.00	£1,200.00		
106	£0.00	£0.00	£0.00	£4,250.00	£0.00	£2,089.00	£4,129.00	IT Support & Email Hosting	£0.00	£0.00	£4,250.00	£4,250.00		Currently £340 pm, allowed for 3% increase
107	£0.00	£0.00	£0.00	£1,500.00	£0.00	£0.00	£1,500.00	IT for New Staff	£0.00	£0.00	£1,500.00	£1,500.00		
108	£0.00	£0.00	£0.00	£2,000.00	£0.00	£767.80	£1,500.00	Telephone System	£0.00	£250.00	£1,750.00	£2,000.00		Allows for 5x office staff
109	£0.00	£0.00	£0.00	£195.00	£0.00	£180.00	£180.00	Security Software	£0.00	£0.00	£200.00	£200.00		
110	£0.00	£0.00	£0.00	£1,760.00	£0.00	£0.00	£1,806.00	Office 365	£0.00	£0.00	£2,300.00	£2,300.00		Allows for 6x Staff and 15x Cllrs (+3% increase)
111	£0.00	£0.00	£0.00	£450.00	£0.00	£0.00	£450.00	Parish Online	£0.00	£0.00	£450.00	£450.00		
112	£0.00	£0.00	£0.00	£120.00	£0.00	£119.90	£119.90	Zoom	£0.00	£0.00	£120.00	£120.00		
113	£0.00	£0.00	£0.00	£1,500.00	£0.00	£0.00	£1,500.00	Scribe Accounting System	£0.00	£0.00	£1,800.00	£1,800.00		Price increase after 1st April.
114	£0.00	£0.00	£0.00	£870.00	£0.00	£399.00	£800.00	Sage Payroll & HR	£0.00	£0.00	£1,000.00	£1,000.00		Allows for 6x staff
115	£0.00	£0.00	£0.00	£2,500.00	£0.00	£0.00	£2,850.00	Councillor Tablets	£0.00	£0.00	£250.00	£250.00		Repairs?
116	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Inspection Applications	£0.00	£0.00	£2,000.00	£2,000.00		To be reviewed and discussed at P&R
117	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£19,035.00</b>	<b>£0.00</b>	<b>£4,874.86</b>	<b>£17,003.22</b>	<b>Total IT, Website &amp; Internet</b>	<b>£0.00</b>	<b>£1,500.00</b>	<b>£17,730.00</b>	<b>£19,230.00</b>	<b>£0.00</b>	
118														
119								<b>Play Areas</b>						
120	£0.00	£0.00	£10,000.00	£1,000.00	£0.00	£2,899.70	£12,899.70	Tonedale Play Area (Richards Close)	£0.00	£0.00	£5,000.00	£5,000.00		
121	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Weavers Reach Play Area	£0.00	£0.00	£5,000.00	£5,000.00		
122	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Annual Play Inspections	£0.00	£0.00	£500.00	£500.00		Currently provided by Zurich as part of Insurance but reports are very basic and lack detail. Suggest re-contracting
123	<b>£0.00</b>	<b>£0.00</b>	<b>£10,000.00</b>	<b>£1,000.00</b>	<b>£0.00</b>	<b>£2,899.70</b>	<b>£12,899.70</b>	<b>Total Play Areas</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£10,500.00</b>	<b>£10,500.00</b>	<b>£0.00</b>	

**Wellington Town Council  
Annual Budget  
2023 - 2024**

	A	B	C	D	E	F	G	I	J	K	L	M	N	O	
2	Current Year 2022 - 2023							New Year 2023 - 2024							
3	Income Budget	Actual Income at 30/09	Expected Income at Year End	Expenditure Budget	Earmarked Reserves	Actual Spend at 30/09	Expected Spend at Year End		Income Budget	Possible Carried Forward Amount	Top Up (for Precept calcs)	Total Expenditure Budget Draft 1	Likey Earmarked Reserve Balance	Notes Draft 1	
124															
125								<b>Pop Up Shop</b>							
126	£5,850.00	£2,250.00	£3,500.00	£6,000.00	£0.00	£2,874.95	£7,000.00	Rent	£4,900.00	£0.00	£1,100.00	£6,000.00		More work required for Pop Up Shop lines to find a proper structure to account for deposits etc. Funding used to be an earmarked reserve but is nearly empty so moved to Precept calcs.	
127	£0.00	£0.00	£0.00	£3,000.00	£0.00	£255.36	£600.00	Overheads	£0.00	£0.00	£3,500.00	£3,500.00			
128	£0.00	£0.00	£0.00	£1,500.00	£0.00	£6.82	£100.00	Repairs Provision	£0.00	£1,000.00	£500.00	£1,500.00			
129	<b>£5,850.00</b>	<b>£2,250.00</b>	<b>£3,500.00</b>	<b>£10,500.00</b>	<b>£0.00</b>	<b>£3,137.13</b>	<b>£7,700.00</b>	<b>Total of Pop Up Shop</b>	<b>£4,900.00</b>	<b>£1,000.00</b>	<b>£5,100.00</b>	<b>£11,000.00</b>	<b>£0.00</b>		
130															
131															
132								<b>Staff costs and expenses</b>							
133	£0.00	£0.00	£0.00	£179,096.00	£0.00	£70,403.51	£157,989.83	Salaries	£0.00	£0.00	£262,843	£262,842.59		Salaries line based on recommendations in staffing review. Plus possible warden employment. 5% allowance made for annual payaward. Employers NI, Pension contributions and overtime allowed for.	
134	£0.00	£0.00	£0.00	£500.00	£0.00	£190.00	£250.00	Staff Training	£0.00	£0.00	£1,000.00	£1,000.00			
135	£0.00	£0.00	£0.00	£200.00	£0.00	£29.20	£75.00	Staff Travelling	£0.00	£0.00	£200.00	£200.00			
136	£0.00	£1,500.00	£1,500.00	£1,500.00	£0.00	£0.00	£0.00	Staff Recruitment	£0.00	£1,500.00	£0.00	£1,500.00			
137	£0.00	£0.00	£0.00	£600.00	£0.00	£0.00	£0.00	Home Working Allowances	£0.00	£0.00	£600.00	£600.00			
138	<b>£0.00</b>	<b>£1,500.00</b>	<b>£1,500.00</b>	<b>£181,896.00</b>	<b>£0.00</b>	<b>£70,622.71</b>	<b>£158,314.83</b>	<b>Total of staff costs and expenses</b>	<b>£0.00</b>	<b>£1,500.00</b>	<b>£264,642.59</b>	<b>£266,142.59</b>	<b>£0.00</b>		
139															
140								<b>Town Centre</b>							
141	£0.00	£0.00	£0.00	£20,017.00	£0.00	£3,164.89	£6,500.00	Longforth Road Toilets	£0.00	£10,000.00	£0.00	£10,000.00		Current Cleaning Cost = £6k pa. Electricity £500 pa. £2,500 pa. repairs line to be removed	
142	£0.00	£-528.00	£-528.00	£0.00	£0.00	£0.00	£0.00	Jubilee Stall Deposits	£0.00	£0.00	£0.00	£0.00			
143	£0.00	£330.00	£330.00	£25,000.00	£0.00	£13,374.58	£13,374.58	Platinum Jubilee & Coronation	£0.00	£0.00	£0.00	£0.00		Line name amended slightly. As coronation is in May, most spend is likey to be in this FY. Use £11k left for Coronation?	
144	£0.00	£0.00	£0.00	£10,000.00	£0.00	£0.00	£0.00	Longforth Road Toilets Refurbishment	£0.00	£10,000.00	£0.00	£10,000.00			
145	£0.00	£0.00	£0.00	£30,000.00	£0.00	£0.00	£0.00	Co-Working Space	£0.00	£30,000.00	£0.00	£30,000.00			
146	£0.00	£0.00	£0.00	£20,000.00	£0.00	£1,757.00	£5,000.00	Town Centre Projects	£0.00	£12,500.00	£7,500.00	£20,000.00			
147	£0.00	£0.00	£0.00	£5,000.00	£0.00	£2,762.00	£3,640.00	Carnival	£0.00	£0.00	£0.00	£0.00		Funding only committed for 22-23	
148	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Remembrance	£0.00	£0.00	£500.00	£500.00			
149	£0.00	£0.00	£0.00	£0.00	£0.00	£1,630.00	£1,630.00	Welcome Back Fund	£0.00	£0.00	£0.00	£0.00			
150	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Summer Street Fair	£1,050.00	£0.00	£5,000.00	£6,050.00		Assumes 35 stalls paying £30 pitch to offset some cost	
151	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Riffles Event	£0.00	£0.00	£6,500.00	£6,500.00			
152	<b>£0.00</b>	<b>£-198.00</b>	<b>£-198.00</b>	<b>£110,017.00</b>	<b>£0.00</b>	<b>£22,688.47</b>	<b>£30,144.58</b>	<b>Total of town centre</b>	<b>£1,050.00</b>	<b>£62,500.00</b>	<b>£19,500.00</b>	<b>£83,050.00</b>	<b>£0.00</b>		
153															
154								<b>TOTALS</b>							
155															
	Current Year 2021 - 2022							New Year 2022 - 2023							
156	Income Budget	Actual Income at 30/09	Expected Income at Year End	Expenditure Budget	Earmarked Reserves	Actual Spend at 30/09	Expected Spend at Year End		Income Budget	Possible Carried Forward Amount	Top Up (for Precept calcs)	Total Expenditure Budget Draft 1	Likey Earmarked Reserve Balance		
157	<b>£13,845.00</b>	<b>£807,341.59</b>	<b>£822,935.17</b>	<b>£545,200.00</b>	<b>£739,751.14</b>	<b>£207,328.09</b>	<b>£581,994.96</b>		<b>£20,191.00</b>	<b>£133,705.00</b>	<b>£482,517.29</b>	<b>£625,138.29</b>	<b>£604,051.14</b>		