

MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON TUESDAY 13 JUNE 2023 AT 3.00 PM

PRESENT: Councillor M Lithgow (Chair),
Councillors M Barr, J Lloyd and J Thorne
IN ATTENDANCE: Alice Kendall (Deputy Clerk/Deputy RFO)
1 member of the press
3 members of the public

74 APOLOGIES

Apologies were received from Councillor McGuffie.

75 DECLARATIONS OF INTEREST

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

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being a personal friend of the company owner.

76 PUBLIC PARTICIPATION

The members of the public present were representatives from the groups with grant applications and answered questions at the appropriate items.

77 MINUTES

RESOLVED to approve and sign the minutes of the meeting held 4 May 2023.

78 ACCOUNTING STATEMENTS

(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 7 JUNE 2023

RESOLVED to note approve the bank reconciliation as presented.

(b) TO NOTE AND APPROVE EXPENDITURE FOR 10 MAY – 7 JUNE 2023

RESOLVED to note and approve the expenditure as presented.

(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 10 MAY – 7 JUNE 2023

RESOLVED to note and approve the income as presented.

(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET AT 7 JUNE 2023

RESOLVED to note and approve the budget report as presented.

79 GRANTS

(a) Applications

- i. **Rockwell Green War Memorial Institute** – the club applied for a grant of £3,000 towards fire safety works. The application form and supporting documents were circulated by e-mail in advance of the meeting.

RESOLVED to award a £3,000 grant to the Rockwell Green War Memorial Institute.

- ii. **Wellington Carnival** - the group applied for a grant of £2,350 for items as detailed. The application form and supporting documents were circulated by e-mail in advance of the meeting.

RESOLVED to approve expenditure of £2,350. There is a £1,000 budget allocated for the Carnival, the remainder to come from the Promotion of Wellington line. As per last year, invoices will be made out to the Council for direct payment.

- iii. **Skintight Samba** – an application for £500 was received for new instruments for the band. The application form and supporting documents were circulated by e-mail in advance of the meeting.

RESOLVED to award a £500 grant to Skintight Samba.

(b) Summary of grants paid in the current year

The summary was noted.

There being no further business, the meeting closed at 3.20 pm.

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Councillor Mark Lithgow
Chairman

Wellington Town Council

Prepared by: Alice Kendall - Deputy Clerk/Deputy RFO Date: 03/07/2023

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 03/07/2023		
	Cash in Hand 01/04/2023		993,335.85
	ADD Receipts 01/04/2023 - 03/07/2023		516,025.20
			1,509,361.05
	SUBTRACT Payments 01/04/2023 - 03/07/2023		154,909.49
A	Cash in Hand 03/07/2023 (per Cash Book)		1,354,451.56
	Cash in hand per Bank Statements		
	Petty Cash	03/07/2023	0.00
	Nationwide 01343556	03/07/2023	204,334.93
	Cambridge & Counties 15020773	03/07/2023	257,846.89
	The Cambridge Building Society Cl	03/07/2023	200,799.46
	Lloyds Treasurers PC 87331468	03/07/2023	182.87
	Lloyds Deposit Account 07788306	03/07/2023	673,281.97
	Lloyds Current Account 2195145	03/07/2023	26,118.94
			1,362,565.06
	Less unrepresented payments		14,020.79
			1,348,544.27
	Plus unrepresented receipts		5,907.29
B	Adjusted Bank Balance		1,354,451.56
	A = B Checks out OK		

**Wellington Town Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
93	Summer Street Fair	08/06/2023		Lloyds Current Accour	BACS	Street Fair PA Systems	DJ Steve	X	400.00		400.00
94	Riffles Event	08/06/2023		Lloyds Current Accour	BACS	Artwork	Word Gets Around	X	200.00		200.00
96	Overheads	08/06/2023		Lloyds Current Accour	BACS	Water Rates for Pop-Up Shop	Water2Business	S	84.72	6.86	91.58
95	Office Equipment	08/06/2023		Lloyds Treasurers PC	Card	Cable Clips	H T Perry & Son	S	2.47	0.50	2.97
97	Sage Payroll & HR	08/06/2023		Lloyds Treasurers PC	Card	HR System	Sage HR	S	30.00	6.00	36.00
98	Green Corridor	08/06/2023		Lloyds Current Accour	BACS	Community Farm Container	MK Containers	S	3,094.00	618.80	3,712.80
99	Deposits	08/06/2023		Lloyds Current Accour		Pop Up Shop	Kieran's Legacy	X	89.39		89.39
104	Riffles Event	12/06/2023		Lloyds Current Accour	BACS	Double & Front Page	Tindle Newspapers	S	869.00	173.80	1,042.80
100	Hospitality	12/06/2023		Lloyds Current Accour	Card	Milk	Co-op	X	1.40		1.40
101	Allotments	12/06/2023		Lloyds Current Accour	BACS	Affiliation Fee	National Allotment Society	S	55.00	11.00	66.00
102	Longforth Road Toilets	12/06/2023		Lloyds Current Accour	BACS	Asbestos Survey	G&L Consultancy Ltd	S	195.00	39.00	234.00
103	Grants	12/06/2023		Lloyds Current Accour	BACS	Grant	Whirlwinds Academy	X	3,362.22		3,362.22
105	Remembrance & AFD	12/06/2023		Lloyds Treasurers PC	BACS	AFD Flag	The Flag Shop	S	30.75	6.15	36.90
106	Green Corridor	12/06/2023		Lloyds Current Accour	BACS	New gate & Fencing	Wellington Community Food	X	3,262.40		3,262.40
107	Riffles Event	12/06/2023		Lloyds Treasurers PC	Card	Double Sided Tape	Buy & Save	S	1.91	0.38	2.29
108	Jubilee & Coronation	13/06/2023		Lloyds Current Accour	BACS	AFD Inflatable	Bristol & Weston Super Boun	S	341.67	68.33	410.00
109	Stationery & Postage	14/06/2023		Lloyds Current Accour	BACS	Stationery	Viking	S	57.36	11.47	68.83
110	Telephone & Broadband	14/06/2023		Lloyds Current Accour	Direct Debit	Telephone & Broadband	Chess	S	114.14	22.83	136.97
111	Riffles Event	14/06/2023		Lloyds Current Accour	BACS	Fabric for Dias	Sooz Custom Clothing	X	35.96		35.96
117	IT Support & Email Hosting	20/06/2023		Lloyds Current Accour	BACS	Website Domain Renewal	MTMIT	S	49.00	9.80	58.80
113	Office Cleaning & Maintenance	20/06/2023		Lloyds Treasurers PC	Card	Padlock	H T Perry & Son	S	28.75	5.75	34.50
114	Green Corridor	20/06/2023		Lloyds Treasurers PC	Card	Chain and Padlocks	H T Perry & Son	S	127.50	25.50	153.00
122	Coronation Deposits	20/06/2023		Lloyds Current Accour	BACS	Poster Printing	Somerset Sign & Print Co	S	40.00	8.00	48.00
112	Longforth Road Toilets	20/06/2023		Lloyds Current Accour	Direct Debit	Electricity for Public Toilets	SSE	L	99.11	4.95	104.06
120	Professional Fees	20/06/2023		Lloyds Current Accour	BACS	Green Corridor Legal Fees	Amicus Law (South West) LL	S	850.00	170.00	1,020.00
121	Professional Fees	20/06/2023		Lloyds Current Accour		Fox's Field Legal Fees	Amicus Law (South West) LL	S	995.00	190.00	1,185.00
116	Riffles Event	20/06/2023		Lloyds Treasurers PC	Card	Refreshments	Asda	X	39.15		39.15
119	Riffles Event	20/06/2023		Lloyds Current Accour	BACS	PA System	DJ Steve	S	310.00	62.00	372.00
118	Telephone System	20/06/2023		Lloyds Current Accour	Direct Debit	Telephone System	SW Comms	S	157.25	31.45	188.70
115	Riffles Event	20/06/2023		Lloyds Treasurers PC	Card	Refreshments	Waitrose	X	10.30		10.30
134	Salaries	20/06/2023		Lloyds Current Accour	BACS	Deductions - June	HMRC	X	5,079.86		5,079.86
131	Staff Travelling	20/06/2023		Lloyds Current Accour	BACS	Staff travel	Miss A Kirk	X	13.95		13.95

Wellington Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
136 Salaries	20/06/2023		Lloyds Current Accour	BACS	Superann - June	Somerset County Council	X	4,059.24		4,059.24
124 Rent	20/06/2023		Lloyds Current Accour	BACS	Pop Up Shop Rent	H T Perry & Son	X	500.00		500.00
133 Salaries	20/06/2023		Lloyds Current Accour	BACS	Net Salaries	Various	X	10,537.08		10,537.08
127 Riffles Event	20/06/2023		Lloyds Treasurers PC	Card	Milk	Co-op	X	1.75		1.75
128 Riffles Event	20/06/2023		Lloyds Treasurers PC	Card	Refreshments	Co-op	X	4.40		4.40
129 Remembrance & AFD	20/06/2023		Lloyds Treasurers PC	Card	Toilet Roll	Co-op	X	12.50		12.50
126 Riffles Event	20/06/2023		Lloyds Current Accour	BACS	Town Guide Advert	Carly Press	S	150.00	30.00	180.00
125 Riffles Event	20/06/2023		Lloyds Current Accour	BACS	The Rifles Regiment - Freedom	Interiors and Flowers by Des	X	875.00		875.00
130 Riffles Event	20/06/2023		Lloyds Treasurers PC	Card	Refreshments	Buy & Save	X	6.99		6.99
132 Staff Travelling	20/06/2023		Lloyds Current Accour	BACS	Staff travel	R HUNT	X	8.02		8.02
135 Salaries	20/06/2023		Lloyds Current Accour	BACS	error duplicate line	None	X			
123 Green Corridor	20/06/2023		Lloyds Current Accour	BACS	VAT Adjustment	Wellington Community Food	S		647.07	647.07
140 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor Mrs J Lloyd	X	280.00		280.00
152 Sage Payroll & HR	22/06/2023		Lloyds Current Accour	Direct Debit	Payroll System	Sage	S	45.00	9.00	54.00
146 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor M McGuffie	X	280.00		280.00
142 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor M Lithgow	X	280.00		280.00
145 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor C Booth	X	280.00		280.00
144 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor Ms N Powell-Brace	X	280.00		280.00
141 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor J Thorne	X	258.60		258.60
138 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor A Govier	X	280.00		280.00
153 Repairs	22/06/2023		Lloyds Treasurers PC	Card	Light Bulbs	H T Perry & Son	S	7.49	1.50	8.99
137 IT for New Staff	22/06/2023		Lloyds Treasurers PC	Card	Extension Lead	H T Perry & Son	S	11.66	2.33	13.99
139 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor R Henley	X	280.00		280.00
143 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor W Battishill	X	280.00		280.00
154 Hospitality	22/06/2023		Lloyds Treasurers PC	Card	Milk	Co-op	X	1.40		1.40
147 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor S Booker	X	280.00		280.00
151 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor K Wheatley	X	280.00		280.00
148 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor Z Barr	X	280.00		280.00
149 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor C Govier	X	350.00		350.00
150 Councillors Allowance	22/06/2023		Lloyds Current Accour	BACS	Councillors Allowance	Councillor K Canham	X	280.00		280.00
158 IT for New Staff	22/06/2023		Lloyds Current Accour	BACS	IT Equipment (new staff mem)	MTMIT	S	975.95	195.19	1,171.14
157 Longforth Road Toilets	22/06/2023		Lloyds Treasurers PC	Card	Land Registry Search	HM Land Registry	X	12.00		12.00
155 Summer Street Fair	22/06/2023		Lloyds Current Accour	BACS	First Aid	St John Ambulance	S	211.20	42.24	253.44
156 Town Centre Projects	22/06/2023		Lloyds Current Accour	BACS	Plant Feed	D Pollak	X	7.99		7.99

Wellington Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
159 Grants	23/06/2023		Lloyds Current Accour	BACS	Grant	Rockwell Green War Memoriz	X	3,000.00		3,000.00
160 Grants	23/06/2023		Lloyds Current Accour	BACS	Grant	Skintight Samba	X	500.00		500.00
163 Office Cleaning & Maintenance	26/06/2023		Lloyds Current Accour	BACS	Office Cleaning	AIS Cleaners	S	88.00	17.60	105.60
161 IT Support & Email Hosting	26/06/2023		Lloyds Current Accour	BACS	IT Support & e-mail	MTMIT	S	340.00	68.00	408.00
162 Overheads	26/06/2023		Lloyds Current Accour	BACS	Insurance re-charge	H T Perry & Son	X	90.00		90.00
166 Repairs	27/06/2023		Lloyds Treasurers PC i	Card	Starter for light	H T Perry & Son	S	1.25	0.25	1.50
165 Electricity	27/06/2023		Lloyds Current Accour	Direct Debit	Electricity for Offices	Engie	L	205.51	10.28	215.79
164 Office Furniture Replacement	27/06/2023		Lloyds Current Accour	BACS	Office Furniture	Taunton Office Furniture Sup	X	345.00		345.00
171 Security Software	29/06/2023		Lloyds Current Accour	BACS	Security Software	MTMIT	S	372.00	74.40	446.40
172 IT for New Staff	29/06/2023		Lloyds Current Accour	BACS	Office 365 for new starter	MTMIT	S	199.20	39.84	239.04
169 Professional Fees	29/06/2023		Lloyds Current Accour	BACS	Solicitors Fees (Land)	Amicus Law (South West) LL	S	750.00	150.00	900.00
167 Riffles Event	29/06/2023		Lloyds Treasurers PC i	Card	Scroll Frame	Buy & Save	S	12.47	2.49	14.96
168 Jubilee & Coronation	29/06/2023		Lloyds Current Accour	BACS	Put up and take down bunting	Purefect	X	362.50		362.50
170 Tone Play Area	29/06/2023		Lloyds Current Accour	BACS	Bins, benches & sign pole	M J Fletcher Property Maintei	X	450.00		450.00
170 Provision of Benches & Litter	29/06/2023		Lloyds Current Accour	BACS	Bins, benches & sign pole	M J Fletcher Property Maintei	X	70.00		70.00
170 Weavers Reach Play Area	29/06/2023		Lloyds Current Accour	BACS	Bins, benches & sign pole	M J Fletcher Property Maintei	X	150.00		150.00
173 Staff Travelling	30/06/2023		Lloyds Current Accour	BACS	Travelling Expenses	S Goodman	X	39.60		39.60
175 Hire of Hall	03/07/2023		Lloyds Current Accour	BACS	Hall Hire	Wellington URC	X	335.00		335.00
174 Hospitality	03/07/2023		Lloyds Treasurers PC i	Card	Milk	Co-op	X	1.40		1.40
176 Health & Wellbeing	03/07/2023		Lloyds Current Accour	BACS	Defib Pads & Battery	Heartstart Somers	X	212.50		212.50
180 Professional Fees	03/07/2023		Lloyds Current Accour	BACS	Health & Safety Advisor	WT Consultancy	S	125.00	25.00	150.00
177 Longforth Rd Toilet Refurb	03/07/2023		Lloyds Current Accour	BACS	Professional Fees	Ravenslade	S	1,662.50	332.50	1,995.00
178 Longforth Rd Toilet Refurb	03/07/2023		Lloyds Current Accour	BACS	Project Management Instalmer	Ravenslade	S	1,080.00	216.00	1,296.00
179 Green Corridor	03/07/2023		Lloyds Current Accour	BACS	Container siting & Fencing	Westbrook Fencing	X	505.00		505.00
181 Stationery & Postage	03/07/2023		Lloyds Treasurers PC i	Card	Supplies	Cards & Co	X	3.10		3.10
Total								52,323.56	3,336.26	55,659.82

3 July 2023 (2023 - 2024)

Wellington Town Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
64	08/06/2023		Nationwide	01343556	Interest	Nationwide	X	484.77		484.77
65	08/06/2023		Lloyds Current Accour		Stall Refund	Various	X	-30.00		-30.00
66	08/06/2023		Lloyds Current Accour		Stall Fee	Somerset Stairlifts	X	30.00		30.00
67	09/06/2023		Lloyds Current Accour		Pop Up Shop	Jane Donoghue	X	150.00		150.00
67	09/06/2023		Lloyds Current Accour		Pop Up Shop	Jane Donoghue	X	100.00		100.00
68	09/06/2023		Lloyds Current Accour		Takings from Street Fair	Cllr M Barr	X	162.00		162.00
70	12/06/2023		Lloyds Current Accour		Pop-Up Shop	Linda Bennet	X	100.00		100.00
69	12/06/2023		Lloyds Current Accour		Stall Fee	Wellington Carnival Committe	X	30.00		30.00
71	13/06/2023		Lloyds Deposit Accour		Interest	Lloyds Bank	X	448.85		448.85
72	22/06/2023		Lloyds Current Accour		Pop Up Shop	Crafting Friends	X	300.00		300.00
73	22/06/2023		Lloyds Current Accour		Stall Fee	The Crepe Cart	X	30.00		30.00
74	22/06/2023		Lloyds Current Accour		Stall Fee	Be Just Be Design	X	30.00		30.00
75	03/07/2023		Lloyds Current Accour	BACS	Stall Refunds	Various	X	-90.00		-90.00
78	03/07/2023		Cambridge & Counties		Interest	Cambridge & Counties	X	779.02		779.02
79	03/07/2023		Lloyds Current Accour		VAT Refund	HMRC	R		5,907.29	5,907.29
77	03/07/2023		Lloyds Current Accour	BACS	Stall Refunds	Various	X	-180.00		-180.00
76	03/07/2023		Lloyds Current Accour	BACS	Stall Refunds	Various	X	-510.00		-510.00
Total								1,834.64	5,907.29	7,741.93

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		-250.00	4,000.00		4,000.00	3,750.00 (88%)
27	Photocopier				1,000.00	304.14	695.86	695.86 (69%)
28	Electricity				2,000.00	562.53	1,437.47	1,437.47 (71%)
32	Office Equipment				350.00	93.35	256.65	256.65 (73%)
34	Insurances				3,500.00		3,500.00	3,500.00 (100%)
35	Stationery & Postage				1,250.00	248.24	1,001.76	1,001.76 (80%)
36	Audit Fees				2,250.00	430.00	1,820.00	1,820.00 (80%)
37	Office Cleaning & Maintenance				2,000.00	294.16	1,705.84	1,705.84 (85%)
40	Hire of Hall				1,100.00	570.00	530.00	530.00 (48%)
54	Professional Fees					3,220.00	-3,220.00	-3,220.00 (N/A)
143	Internal Office Re-Decoration				3,000.00	25.00	2,975.00	2,975.00 (99%)
SUB TOTAL		250.00		-250.00	20,450.00	5,747.42	14,702.58	14,452.58 (69%)

Affiliation Fees

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	SALC				1,910.00		1,910.00	1,910.00 (100%)
99	SLCC				300.00		300.00	300.00 (100%)
100	CCS				100.00		100.00	100.00 (100%)
SUB TOTAL					2,310.00		2,310.00	2,310.00 (100%)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
44	Allotments	2,716.00	13.00	-2,703.00	4,716.00	55.00	4,661.00	1,958.00 (26%)
92	Longforth Allotment				10,000.00		10,000.00	10,000.00 (100%)
148	Allotment Deposits		50.00	50.00				50.00 (N/A)
SUB TOTAL		2,716.00	63.00	-2,653.00	14,716.00	55.00	14,661.00	12,008.00 (68%)

Christmas

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114	Hire of Lights				10,000.00		10,000.00	10,000.00 (100%)
115	Lights Install				10,000.00		10,000.00	10,000.00 (100%)
116	Switch on Event				10,000.00		10,000.00	10,000.00 (100%)
123	Stall Deposits							(N/A)
136	Electricity				500.00		500.00	500.00 (100%)
137	Additional Lights & Install					532.86	-532.86	-532.86 (N/A)
SUB TOTAL					30,500.00	532.86	29,967.14	29,967.14 (98%)

Wellington Town Council
Summary of Receipts and Payments

3 July 2023 (2023 - 2024)

All Cost Centres and Codes

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				2,000.00		2,000.00	2,000.00 (100%)
59	Promotion of Wellington				5,000.00		5,000.00	5,000.00 (100%)
60	Community Services & Priorities				5,000.00	181.26	4,818.74	4,818.74 (96%)
61	Health & Wellbeing				33,000.00	34,612.50	-1,612.50	-1,612.50 (-4%)
62	Museum Lease							(N/A)
64	Community Warden				17,160.00		17,160.00	17,160.00 (100%)
66	Other Payments				300.00	35.00	265.00	265.00 (88%)
139	Cost of Living Crisis							(N/A)
153	Charity Fundraising		162.00	162.00				162.00 (N/A)
SUB TOTAL			162.00	162.00	73,460.00	34,828.76	38,631.24	38,793.24 (52%)

Cost of democracy and electic

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Mayors Allowance				550.50		550.50	550.50 (100%)
21	Councillors Allowance				5,250.00	3,968.60	1,281.40	1,281.40 (24%)
22	Members Training				500.00		500.00	500.00 (100%)
23	Members Travelling				600.00		600.00	600.00 (100%)
24	Hospitality				1,000.00	70.10	929.90	929.90 (92%)
89	Deputy Mayor's Expenses				200.00		200.00	200.00 (100%)
SUB TOTAL					8,100.50	4,038.70	4,061.80	4,061.80 (50%)

Earmarked Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
25	Elections				1,500.00		1,500.00	1,500.00 (100%)
67	Youth Services							(N/A)
71	C.I.L		31,121.82	31,121.82				31,121.82 (N/A)
73	Film Festival				4,000.00		4,000.00	4,000.00 (100%)
75	Railway Station							(N/A)
76	Capital Projects							(N/A)
77	Playing Pitch Strategy							(N/A)
95	Office Furniture Replacement					345.00	-345.00	-345.00 (N/A)
96	Post Office Provision							(N/A)
97	Cades Farm Community Hall					100.00	-100.00	-100.00 (N/A)
SUB TOTAL			31,121.82	31,121.82	5,500.00	445.00	5,055.00	36,176.82 (657%)

Emergency High Street Fund

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78	Emergency High Street Fund							(N/A)

Wellington Town Council

Summary of Receipts and Payments

3 July 2023 (2023 - 2024)

All Cost Centres and Codes

79 Electrical Infrastructure Work	(N/A)
80 Related Staffing Costs	(N/A)
81 Christmas Entertainment 2020	(N/A)
82 Street Furniture	(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	(N/A)
SUB TOTAL	(N/A)

Environment and Planning

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46 Footpaths PRoW Maintenance				500.00		500.00	500.00 (100%)
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				11,500.00		11,500.00	11,500.00 (100%)
50 Provision of Benches & Litter/Do		63.63	63.63	2,500.00	70.00	2,430.00	2,493.63 (99%)
51 Planning Administration				1,500.00		1,500.00	1,500.00 (100%)
52 Environmental Improvements				18,000.00		18,000.00	18,000.00 (100%)
113 Electricity for Street Light				850.00	183.04	666.96	666.96 (78%)
129 Additional Street Lighting							(N/A)
130 Land at Westford				5,000.00	880.00	4,120.00	4,120.00 (82%)
131 Green Corridor				20,000.00	7,384.90	12,615.10	12,615.10 (63%)
SUB TOTAL		63.63	63.63	64,805.00	8,517.94	56,287.06	56,350.69 (86%)

Grants

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
41 Grants				15,000.00	6,862.22	8,137.78	8,137.78 (54%)
152 Green Grants				10,000.00	3,000.00	7,000.00	7,000.00 (70%)
SUB TOTAL				25,000.00	9,862.22	15,137.78	15,137.78 (60%)

Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Precept		466,332.00	466,332.00				466,332.00 (N/A)
2 Bank Interest	8,000.00	4,693.72	-3,306.28				-3,306.28 (-41%)
3 Parish Grants	2,275.00		-2,275.00				-2,275.00 (-100%)
5 VAT Refund							(N/A)
6 Rents - Various	1,000.00		-1,000.00				-1,000.00 (-100%)

Wellington Town Council
Summary of Receipts and Payments

3 July 2023 (2023 - 2024)

All Cost Centres and Codes

SUB TOTAL	11,275.00	471,025.72	459,750.72		459,750.72 (4077%)
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IT, Website & Internet

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29 Telephone & Broadband				2,160.00	342.42	1,817.58	1,817.58 (84%)
30 IT Equipment				1,200.00	743.99	456.01	456.01 (38%)
31 IT Support & Email Hosting				4,250.00	1,069.00	3,181.00	3,181.00 (74%)
94 IT for New Staff				1,500.00	1,186.81	313.19	313.19 (20%)
101 Telephone System				2,000.00	314.50	1,685.50	1,685.50 (84%)
103 Security Software				200.00	372.00	-172.00	-172.00 (-86%)
104 Office 365				2,300.00		2,300.00	2,300.00 (100%)
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				1,800.00		1,800.00	1,800.00 (100%)
108 Sage Payroll & HR				1,000.00	225.00	775.00	775.00 (77%)
132 Councillor Tablets				250.00		250.00	250.00 (100%)
144 Inspection Applications				2,000.00		2,000.00	2,000.00 (100%)
SUB TOTAL				19,230.00	4,373.62	14,856.38	14,856.38 (77%)

Play Areas

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45 Tone Play Area				5,000.00	450.00	4,550.00	4,550.00 (91%)
145 Weavers Reach Play Area				5,000.00	150.00	4,850.00	4,850.00 (97%)
146 Annual Play Inspections				500.00		500.00	500.00 (100%)
SUB TOTAL				10,500.00	600.00	9,900.00	9,900.00 (94%)

Pop Up Shop

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
117 Rent	4,900.00	1,350.00	-3,550.00	6,000.00	1,000.00	5,000.00	1,450.00 (13%)
118 Overheads				3,500.00	1,185.85	2,314.15	2,314.15 (66%)
119 Repairs				1,500.00	8.74	1,491.26	1,491.26 (99%)
149 Deposits		1,150.00	1,150.00		672.93	-672.93	477.07 (N/A)
SUB TOTAL	4,900.00	2,500.00	-2,400.00	11,000.00	2,867.52	8,132.48	5,732.48 (36%)

Staff Costs & Expenses

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16 Salaries				262,842.59	55,298.22	207,544.37	207,544.37 (78%)
17 Staff Training				1,000.00		1,000.00	1,000.00 (100%)
18 Staff Travelling				200.00	75.66	124.34	124.34 (62%)
19 Staff Recruitment				1,500.00		1,500.00	1,500.00 (100%)

Wellington Town Council
Summary of Receipts and Payments

3 July 2023 (2023 - 2024)

All Cost Centres and Codes

87 Home Working Allowances	600.00	600.00	600.00 (100%)
SUB TOTAL	266,142.59	55,373.88	210,768.71 (79%)

Town Centre

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53 Longforth Road Toilets				10,000.00	306.11	9,693.89	9,693.89 (96%)
127 Coronation Deposits		-120.00	-120.00		40.00	-40.00	-160.00 (N/A)
128 Jubilee & Coronation					5,266.28	-5,266.28	-5,266.28 (N/A)
133 Longforth Rd Toilet Refurb				10,000.00	4,062.50	5,937.50	5,937.50 (59%)
134 Co-Working Space				30,000.00		30,000.00	30,000.00 (100%)
135 Town Centre Projects				20,000.00	139.23	19,860.77	19,860.77 (99%)
138 Carnival				1,000.00		1,000.00	1,000.00 (100%)
140 Summer Street Fair	1,050.00	960.00	-90.00	6,050.00	4,428.37	1,621.63	1,531.63 (21%)
141 Street Fair Refundable Deposits		-210.00	-210.00				-210.00 (N/A)
142 Riffles Event				2,500.00	6,480.04	-3,980.04	-3,980.04 (-159%)
147 Remembrance & AFD				1,000.00	463.25	536.75	536.75 (53%)
150 AFD Stalls		90.00	90.00				90.00 (N/A)
151 AFD Refundable Stalls		30.00	30.00				30.00 (N/A)
SUB TOTAL	1,050.00	750.00	-300.00	80,550.00	21,185.78	59,364.22	59,064.22 (72%)

Summary

NET TOTAL	20,191.00	505,686.17	485,495.17	632,264.09	148,428.70	483,835.39	969,330.56 (148%)
V.A.T.		10,339.03			6,480.79		
GROSS TOTAL		516,025.20			154,909.49		

Wellington Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 03-07-2023)

Cost Centre Grants

Code Number 41 Grants

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
103	12/06/2023			Lloyds Current Acc	BACS	Grant	Whirlwinds Academy	X	3,362.22		3,362.22
159	23/06/2023			Lloyds Current Acc	BACS	Grant	Rockwell Green War Memorial Institut	X	3,000.00		3,000.00
160	23/06/2023			Lloyds Current Acc	BACS	Grant	Skintight Samba	X	500.00		500.00
Subtotal for Code: Grants									£6,862.22		£6,862.22

Code Number 152 Green Grants

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
41	03/05/2023			Lloyds Current Acc	BACS	Grant	Transition Town Wellington	X	3,000.00		3,000.00
Subtotal for Code: Green Grants									£3,000.00		£3,000.00
Subtotal for Cost Centre: Grants									9,862.22		9,862.22

TOTALS £9,862.22 £9,862.22

Wellington Town Council
Reserves Balance
2023 - 2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Elections	2,000.00				2,000.00
C.I.L	444,106.14			31,121.82	475,227.96
Film Festival					0.00
Railway Station	15,000.00				15,000.00
Capital Projects	50,000.00				50,000.00
Playing Pitch Strategy	9,000.00				9,000.00
Post Office Provision	2,500.00				2,500.00
Cades Farm Community Hall	7,000.00		100.00		6,900.00
Pop Up Shop	2,043.96	-2,043.96			0.00
Office Furniture Replacement	3,000.00		345.00		2,655.00
Youth Services	26,000.00				26,000.00
Neighbourhood Plan	10,000.00	-10,000.00			0.00
Professional Services	17,197.00	-17,197.00			0.00
Environmental Improvements		39,000.00			39,000.00
Total Earmarked	587,847.10	9,759.04	445.00	31,121.82	628,282.96
TOTAL RESERVE	587,847.10	9,759.04	445.00	31,121.82	628,282.96
GENERAL FUND					726,742.10
TOTAL FUNDS					1,355,025.06

Wellington Town Council
Transfers to and from - All Reserves

Date	Comment	Reserve	Amount
01/04/2023	Reserve close at finance meeting March '23	Neighbourhood Plan	-10,000.00
01/04/2023	Moved from reserves to revenue budget at finance meeting March 2023	Professional Services	-17,197.00
01/04/2023	Moved to revenue budget in 23-24 budget.	Pop Up Shop	-2,043.96
01/04/2023	£20k unspent from 21/22 plus £19k carried forward from 22/23	Environmental Improver	39,000.00
		Total.....	9,759.04