

**TEWKESBURY TOWN COUNCIL
FINANCE COMMITTEE
THURSDAY 6th AUGUST 2020**

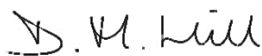
To: Members of Finance Committee: Councillors P Aldridge (Chair), H Bowman, K Brennan, C Danter, J Raywood, S Raywood and M Sztymiak

You are summoned to attend a meeting of the Finance Committee which will be held remotely via Zoom on **Thursday 6th August 2020 commencing at 6.00pm**

Members of the public and press are welcome to attend.

Zoom Meeting id: 960 8059 2749

Password: 927258



Debbie Hill
Town Clerk
1st August 2020

AGENDA

1. To receive apologies
2. To receive declarations of interests
3. To receive dispensations
4. To approve the minutes of the Finance Committee meeting held on 28th May 2020
5. Matters arising from the minutes – for information only
6. To receive correspondence relating to the Finance Committee
7. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
8. To review the bank reconciliations for April, May and June 2020
9. To review finance reports
10. To consider and agree grant applications from outside bodies
11. To agree the payments list
12. To review the signatory on the Mayor's Charity account
13. To review non-attributed costs for the Watson Hall
14. To discuss applying for a Lloyds Bank Business Charge Card
15. To approve expenditure on legal services in respect of the three Land Registry titles at the Watson Hall and Tewkesbury Museum
16. To discuss outstanding Finance Committee actions:

- i.** Internal financial control checks
- ii.** Financial risk register
- iii.** Asset register
- iv.** Migration of asset register

MINUTES

of the

Remote Finance Committee meeting held on 28th May 2020 via Zoom

Present: Cllrs K Brennan (Chair), P Aldridge, H Bowman, J Raywood, S Raywood

In attendance: D Hill (Town Clerk)

- F.20.013 To receive apologies**
Apologies received from Cllr Danter (health).
- F.20.014 To receive declarations of interest**
Cllr Bowman in relation to agenda item 13 – Friends of the Earth grant application.
- F.20.015 To receive dispensations**
None.
- F.20.016 To approve the Minutes of the Finance Committee meeting held on 7th May 2020**
It was RESOLVED to approve the Minutes of the Finance Committee meeting held on 7th May 2020. Proposed by Cllr J Raywood, seconded by Cllr Aldridge.
- F.20.017 Matters arising from the Minutes – for information only in relation to matters not on the agenda**
F.19.158 – It was noted that Friends of the Earth was not a political organisation and therefore would be eligible to apply for grant funding going forwards.
- F.20.018 To receive correspondence relating to the Finance Committee**
A remittance advice has been received from Tewkesbury Borough Council for the payment of the first half of the precept.
- F.20.019 Public Participation**
None received.
- F.20.020 To review the bank reconciliations for February and March 2020**
The bank reconciliations for February and March 2020 were reviewed.
- F.20.021 To review finance reports**
The budget reports for March and April 2020 and the sales ledger outstanding balances report were reviewed.
- F.20.022 To review the end of year accounts for 2019/20**
The end of year accounts for 2019/20 were reviewed.
- F.20.023 To review non-attributed costs for the Watson Hall**
Deferred to the next meeting due to some information needing to be confirmed with a member of staff currently furloughed.

- F.20.024 To receive an update from the Town Clerk regarding the online card payment process**
 The Town Clerk reported that the cause of the problem was believed to be the e-commerce software. This problem will not re-occur due to staff now being aware of the process that needs to be followed. Due to the current pandemic there are very few ticket sales, but alternative or upgraded software may need to be considered going forwards.
- F.20.025 To consider and agree grant applications from outside bodies**
 A grant application was considered from Friends of Victoria Gardens. It was RESOLVED to award Friends of Victoria Gardens the requested grant. Proposed by Cllr Aldridge, seconded by Cllr S Raywood.
- F.20.026 To agree the payments list**
 It was RESOLVED to approve payments totalling £5,473.43. Proposed by Cllr J Raywood, seconded by Cllr Bowman.
- F.20.027 To agree to transfer £38,869 from the business account to the 32-day notice account**
 It was RESOLVED to transfer £38,869 from the business account to the 32-day notice account. Proposed by Cllr S Raywood, seconded by Cllr Aldridge.
- F.20.028 To discuss the card options for the business account and to agree the preferred option**
 The Town Clerk advised that four options were available to the Town Council; a credit card, charge card, debit card or cashpoint card. **Action:** Town Clerk to find out more about the charge card option.
- F.20.029 To approve expenditure on legal services in respect of the license/lease relating to the garden at the rear of the Watson Hall**
 It was RESOLVED to spend up to £420 on legal advice concerning the license/lease to the garden at the rear of the Watson Hall. Proposed by Cllr J Raywood, seconded by Cllr Bowman.
- F.20.030 To discuss and agree the next steps in reviewing Financial Regulations**
 It was agreed that the Financial Regulations will be added to the agenda for the next Full Council meeting. These will be circulated to all members ahead of the meeting together with explanatory notes.

There being no further business the meeting closed at 7.21pm

Signature of Chairman upon approval of the minutes

Tewkesbury Town Council

Bank - Cash and Investment Reconciliation as at 30 April 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

30/06/2020	Lloyds Bank Current A/c	278,090.24
08/06/2020	Mayor's Charity	5,331.76
31/03/2020	Petty Cash	38.10
30/06/2020	Lloyds Bank Savings A/c	112,013.84
31/03/2020	Bar Takings	0.00

395,473.94

Other Cash & Bank Balances

800.00

396,273.94

Unpresented Payments

1,437.18

394,836.76

Receipts not on Bank Statement

0.00

Closing Balance

394,836.76

All Cash & Bank Accounts

1	Current Bank A/c	343,939.88
2	Lloyds Bank - Mayor's Charity	4,231.76
3	Petty Cash	38.10
4	Lloyds Bank - Savings A/c	73,129.60
5	Bar Takings	0.00
	Other Cash & Bank Balances	800.00
	Total Cash & Bank Balances	422,139.34

Tewkesbury Town Council

Bank - Cash and Investment Reconciliation as at 1 May 2020

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	30/04/2020	Lloyds Bank Current A/c	345,180.19
2	31/03/2020	Mayor's Charity	4,231.76
3	31/03/2020	Petty Cash	38.10
4	31/03/2020	Lloyds Bank Savings A/c	73,129.60
5	31/03/2020	Bar Takings	0.00
			422,579.65
<u>Other Cash & Bank Balances</u>			
		Cash Book Suspense	0.00
		Floats	800.00
			800.00
			423,379.65
<u>Unpresented Payments</u>			
1	30/01/2020	GRANT	210.00
1	09/03/2020	GRANT	2,200.00
1	31/03/2020	3521879	21.13
1	16/04/2020	Inv 184639	80.91
			2,512.04
			420,867.61
<u>Receipts not on Bank Statement</u>			
1	30/04/2020	TBC Grant	500.00
			500.00
Closing Balance			421,367.61
<u>All Cash & Bank Accounts</u>			
1		Current Bank A/c	324,957.12
2		Lloyds Bank - Mayor's Charity	4,231.76
3		Petty Cash	38.10
4		Lloyds Bank - Savings A/c	73,129.60
5		Bar Takings	0.00
		Other Cash & Bank Balances	800.00
			403,156.58

Tewkesbury Town Council

Bank - Cash and Investment Reconciliation as at 30 June 2020

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	30/06/2020	Lloyds Bank Current A/c	278,090.24
2	08/06/2020	Mayor's Charity	5,331.76
3	31/03/2020	Petty Cash	38.10
4	30/06/2020	Lloyds Bank Savings A/c	112,013.84
5	31/03/2020	Bar Takings	0.00
			395,473.94
<u>Other Cash & Bank Balances</u>			
		Cash Book Suspense	0.00
		Floats	800.00
			800.00
			396,273.94
<u>Unpresented Payments</u>			
1	30/01/2020	GRANT	210.00
1	31/03/2020	3521879	21.13
1	16/04/2020	Inv 184639	80.91
1	06/05/2020	DD	63.78
1	06/05/2020	SO10324124	372.00
1	06/06/2020	DD	63.78
1	30/06/2020	18340	32.33
1	30/06/2020	18368	173.88
1	30/06/2020	26114	90.00
1	30/06/2020	4024	41.40
1	30/06/2020	47949	233.98
1	30/06/2020	538045	21.59
1	30/06/2020	TEW40-69	32.40
			1,437.18
			394,836.76
<u>Receipts not on Bank Statement</u>			
0	30/06/2020	All Receipts Cleared	0.00
			0.00
Closing Balance			394,836.76
<u>All Cash & Bank Accounts</u>			
1		Current Bank A/c	276,653.06
2		Lloyds Bank - Mayor's Charity	5,331.76
3		Petty Cash	38.10
4		Lloyds Bank - Savings A/c	112,013.84
5		Bar Takings	0.00
		Other Cash & Bank Balances	800.00
Total Cash & Bank Balances			394,836.76

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Finance</u>							
<u>120 Finance</u>							
1076 Precept	0	157,044	314,087	157,044			
1090 Interest Received	9	21	250	229			
Finance :- Income	<u>9</u>	<u>157,065</u>	<u>314,337</u>	<u>157,272</u>			<u>0</u>
4100 Professional Fees	0	560	2,000	1,440		1,440	
4150 Mayors Allowance	0	0	1,500	1,500		1,500	
4160 Bank Charges	5	41	60	19		19	
4170 Audit Fees	0	0	2,000	2,000		2,000	
4180 Legal Fees	0	2,072	12,000	9,928		9,928	
4190 Subscriptions & Memberships	0	2,502	4,000	1,498		1,498	
4200 Insurance	6,662	6,662	8,000	1,338		1,338	
4210 Stationery Office Equipment	76	362	1,600	1,238		1,238	
4211 Contingency	0	0	6,000	6,000		6,000	
4212 Councillor Expenses	0	0	600	600		600	
4220 Telephone & Broadband	95	597	800	203		203	
4230 Photocopier	744	214	2,500	2,286		2,286	
4240 Website	0	51	350	299		299	
4250 IT	124	653	3,200	2,547		2,547	
4260 Publications	0	0	200	200		200	
4270 Newsletter	0	0	1,000	1,000		1,000	
4280 Events & Services	0	0	3,200	3,200		3,200	
4290 Regalia	0	0	400	400		400	
4300 Civic	25	25	1,000	975		975	
4310 Tourism & Marketing	0	0	1,000	1,000		1,000	
4320 Town Crier	0	0	1,000	1,000		1,000	
4330 Grants Paid	0	0	20,000	20,000		20,000	
4350 Elections	0	0	1,000	1,000		1,000	
4990 Sundries	0	0	1,000	1,000		1,000	
Finance :- Indirect Expenditure	<u>7,730</u>	<u>13,738</u>	<u>74,410</u>	<u>60,672</u>	<u>0</u>	<u>60,672</u>	<u>0</u>
Net Income over Expenditure	<u>(7,721)</u>	<u>143,327</u>	<u>239,927</u>	<u>96,600</u>			
<u>130 Mayor's Charity</u>							
1200 Mayor's Charity Income	1,100	1,100	0	(1,100)			
Mayor's Charity :- Income	<u>1,100</u>	<u>1,100</u>	<u>0</u>	<u>(1,100)</u>			<u>0</u>
Net Income	<u>1,100</u>	<u>1,100</u>	<u>0</u>	<u>(1,100)</u>			
Finance :- Income	1,109	158,165	314,337	156,172			
Expenditure	7,730	13,738	74,410	60,672	0	60,672	
Movement to/(from) Gen Reserve	<u>(6,621)</u>	<u>144,427</u>					

Building & Moorings

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>200 Moorings</u>							
1300 Moorings Income	301	629	5,500	4,871			
Moorings :- Income	<u>301</u>	<u>629</u>	<u>5,500</u>	<u>4,871</u>			<u>0</u>
4450 Maintenance	0	90	4,000	3,910		3,910	
4460 Rates	127	380	1,500	1,120		1,120	
4470 Mooring Leases	0	0	100	100		100	
4480 Projects - Moorings	117	3,117	5,000	1,883	650	1,233	
Moorings :- Indirect Expenditure	<u>244</u>	<u>3,587</u>	<u>10,600</u>	<u>7,013</u>	<u>650</u>	<u>6,363</u>	<u>0</u>
Net Income over Expenditure	<u>57</u>	<u>(2,957)</u>	<u>(5,100)</u>	<u>(2,143)</u>			
<u>210 Museum</u>							
4450 Maintenance	0	0	12,000	12,000		12,000	
4500 Museum Projects	0	0	3,000	3,000		3,000	
Museum :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>15,000</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(15,000)</u>	<u>(15,000)</u>			
<u>220 Town Hall</u>							
1400 Garden Income	0	0	100	100			
1410 Town Hall Income	102	149	18,000	17,851			
Town Hall :- Income	<u>102</u>	<u>149</u>	<u>18,100</u>	<u>17,951</u>			<u>0</u>
4450 Maintenance	2,982	3,119	12,000	8,881	2,000	6,881	
4460 Rates	419	1,259	4,100	2,841		2,841	
4550 Water	0	0	700	700		700	
4560 Electric	0	206	1,500	1,294		1,294	
4570 Gas	0	136	2,500	2,364		2,364	
4580 Garden Expenditure	0	0	300	300		300	
4590 Projects	0	0	15,000	15,000		15,000	
4960 Equipment	60	60	2,000	1,940		1,940	
Town Hall :- Indirect Expenditure	<u>3,461</u>	<u>4,780</u>	<u>38,100</u>	<u>33,320</u>	<u>2,000</u>	<u>31,320</u>	<u>0</u>
Net Income over Expenditure	<u>(3,359)</u>	<u>(4,631)</u>	<u>(20,000)</u>	<u>(15,369)</u>			
<u>230 War Memorial</u>							
1450 Fundraising	0	0	200	200			
1990 Other Income	0	0	100	100			
War Memorial :- Income	<u>0</u>	<u>0</u>	<u>300</u>	<u>300</u>			<u>0</u>
4450 Maintenance	0	0	1,000	1,000		1,000	
War Memorial :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>0</u>	<u>(700)</u>	<u>(700)</u>			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Building & Moorings :- Income	404	778	23,900	23,122			
Expenditure	3,705	8,367	64,700	56,333	2,650	53,683	
Movement to/(from) Gen Reserve	<u>(3,302)</u>	<u>(7,589)</u>					
<u>Environment & Amenities</u>							
<u>300 Play Parks</u>							
1500 Grants & Donations Received	0	500	0	(500)			
Play Parks :- Income	<u>0</u>	<u>500</u>	<u>0</u>	<u>(500)</u>			<u>0</u>
4590 Projects	0	0	10,000	10,000		10,000	
4600 Maintenance - Derek Graham	14	339	2,000	1,661		1,661	
4610 Maintenance - Mitton	0	0	1,000	1,000		1,000	
4620 Maintenance - Warwick Place	0	0	1,500	1,500		1,500	
4630 Annual Playground Inspection	0	1,500	1,500	0		0	
Play Parks :- Indirect Expenditure	<u>14</u>	<u>1,839</u>	<u>16,000</u>	<u>14,161</u>	<u>0</u>	<u>14,161</u>	<u>0</u>
Net Income over Expenditure	<u>(14)</u>	<u>(1,339)</u>	<u>(16,000)</u>	<u>(14,661)</u>			
<u>310 Spring Gardens</u>							
4450 Maintenance	186	541	3,000	2,459		2,459	
4460 Rates	304	916	3,000	2,084		2,084	
4550 Water	357	357	2,000	1,643		1,643	
4560 Electric	0	115	650	535		535	
4590 Projects	0	0	2,000	2,000		2,000	
Spring Gardens :- Indirect Expenditure	<u>847</u>	<u>1,928</u>	<u>10,650</u>	<u>8,722</u>	<u>0</u>	<u>8,722</u>	<u>0</u>
Net Expenditure	<u>(847)</u>	<u>(1,928)</u>	<u>(10,650)</u>	<u>(8,722)</u>			
<u>320 Gloucester Road</u>							
4450 Maintenance	115	348	1,750	1,402		1,402	
4460 Rates	232	696	2,200	1,504		1,504	
4550 Water	182	182	650	468		468	
4560 Electric	0	74	400	326		326	
Gloucester Road :- Indirect Expenditure	<u>529</u>	<u>1,301</u>	<u>5,000</u>	<u>3,699</u>	<u>0</u>	<u>3,699</u>	<u>0</u>
Net Expenditure	<u>(529)</u>	<u>(1,301)</u>	<u>(5,000)</u>	<u>(3,699)</u>			
<u>330 Cleaning & Consumables</u>							
4700 Cleaning & Maintenance Equip	0	0	1,500	1,500		1,500	
4710 Combined Consumables	424	688	2,500	1,812		1,812	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4720 Hygiene Contract	0	828	1,200	372		372	
Cleaning & Consumables :- Indirect Expenditure	424	1,515	5,200	3,685	0	3,685	0
Net Expenditure	(424)	(1,515)	(5,200)	(3,685)			
<u>340 Outside Spaces</u>							
4450 Maintenance	0	2	0	(2)		(2)	
4750 CCTV	0	0	9,000	9,000		9,000	
4755 Tree Maintenance	0	0	3,000	3,000		3,000	
4760 Street Furniture & Clock	0	0	6,000	6,000	979	5,021	
4765 EmergencyPlan/Adverse Weather	0	0	1,000	1,000		1,000	
4770 Youth Budget	0	492	4,500	4,008		4,008	
4775 Insurance - Arrivall	0	0	280	280		280	
4780 Bus Shelter	0	0	3,000	3,000		3,000	
4785 GIS	0	0	475	475		475	
4790 Grass Cutting	190	569	2,840	2,271		2,271	
4795 Notice Boards	0	0	2,000	2,000	2,005	(5)	
Outside Spaces :- Indirect Expenditure	190	1,063	32,095	31,032	2,984	28,048	0
Net Expenditure	(190)	(1,063)	(32,095)	(31,032)			
<u>700 Memorial Benches</u>							
1720 Memorial Bench	725	725	0	(725)			
Memorial Benches :- Income	725	725	0	(725)			0
Net Income	725	725	0	(725)			
Environment & Amenities :- Income	725	1,225	0	(1,225)			
Expenditure	2,005	7,647	68,945	61,298	2,984	58,314	
Movement to/(from) Gen Reserve	(1,280)	(6,422)					

Planning400 Planning

4718 Community Development Planning	0	0	2,000	2,000		2,000	
4810 Outreach	0	0	500	500		500	
Planning :- Indirect Expenditure	0	0	2,500	2,500	0	2,500	0
Net Expenditure	0	0	(2,500)	(2,500)			
Planning :- Income	0	0	0	0			
Expenditure	0	0	2,500	2,500	0	2,500	
Movement to/(from) Gen Reserve	0	0					

Severn Ham

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 3

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>500 Severn Ham</u>							
1620 Hay Auction	0	0	190	190			
1630 Single Payment	0	0	13,000	13,000			
1640 Wayleaves	0	0	390	390			
1700 Fishing Rights	0	0	1,500	1,500			
1710 Natural England (HLS Payment)	0	0	22,248	22,248			
1840 Severn Ham Compensation	2,158	2,158	0	(2,158)			
Severn Ham :- Income	<u>2,158</u>	<u>2,158</u>	<u>37,328</u>	<u>35,170</u>			<u>0</u>
4450 Maintenance	10	82	500	418		418	
4550 Water	0	0	250	250		250	
4850 Commoners Grazing Compensation	0	0	5,500	5,500		5,500	
4855 Hay Sowing Project	0	0	5,000	5,000		5,000	
4860 Volunteers (Rec & Prom)	0	0	2,000	2,000		2,000	
4865 Auction Fees	0	0	459	459		459	
4870 Weeding	0	0	1,000	1,000		1,000	
4875 Tree Conservation	0	0	3,000	3,000		3,000	
4880 Ancillary Management	0	0	4,000	4,000		4,000	
4885 Nesting Project	0	0	2,000	2,000		2,000	
4890 Carver Knowles	0	200	2,295	2,095		2,095	
4895 Cross Compliance Consultant	0	0	510	510		510	
4900 Conservation Advisor	0	1,250	5,355	4,105		4,105	
4910 Severn Ham Compensation	400	400	0	(400)		(400)	
Severn Ham :- Indirect Expenditure	<u>410</u>	<u>1,932</u>	<u>31,869</u>	<u>29,937</u>	<u>0</u>	<u>29,937</u>	<u>0</u>
Net Income over Expenditure	<u>1,748</u>	<u>226</u>	<u>5,459</u>	<u>5,233</u>			
Severn Ham :- Income	2,158	2,158	37,328	35,170			
Expenditure	410	1,932	31,869	29,937	0	29,937	
Movement to/(from) Gen Reserve	<u>1,748</u>	<u>226</u>					

Watson Hall

<u>600 Watson Hall</u>							
1800 Watson Hall Income	10,131	10,170	22,000	11,830			
1810 Leases	0	0	135	135			
1820 Tudor Bar Income	0	67	40,000	39,933			
1830 Events Income	0	1,034	10,000	8,966			
Watson Hall :- Income	<u>10,131</u>	<u>11,270</u>	<u>72,135</u>	<u>60,865</u>			<u>0</u>
4195 Health & Safety	0	0	1,000	1,000		1,000	

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 3

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4221 Telephone/IT	496	654	0	(654)		(654)	
4280 Events & Services	0	1,077	10,000	8,923	2,069	6,854	
4450 Maintenance	986	2,273	10,000	7,727		7,727	
4550 Water	7	153	700	547		547	
4560 Electric	0	556	1,500	944		944	
4570 Gas	0	73	2,000	1,927		1,927	
4590 Projects	720	1,260	18,000	16,740		16,740	
4912 Bar Payroll Processing	3	5	0	(5)		(5)	
4915 Ticket Charges	1	1	0	(1)		(1)	
4950 Tudor Bar Stock	75	75	12,000	11,925		11,925	
4955 Bar Salaries	200	440	4,000	3,560		3,560	
4960 Equipment	18	244	2,000	1,756		1,756	
4990 Sundries	0	0	500	500		500	
Watson Hall :- Indirect Expenditure	<u>2,506</u>	<u>6,811</u>	<u>61,700</u>	<u>54,889</u>	<u>2,069</u>	<u>52,820</u>	<u>0</u>
Net Income over Expenditure	<u>7,625</u>	<u>4,460</u>	<u>10,435</u>	<u>5,975</u>			
Watson Hall :- Income	10,131	11,270	72,135	60,865			
Expenditure	2,506	6,811	61,700	54,889	2,069	52,820	
Movement to/(from) Gen Reserve	<u>7,625</u>	<u>4,460</u>					

Staffing110 Staffing

4000 Staff Salary	5,564	23,750	97,476	73,726		73,726	
4030 PAYE and NI	0	2,502	16,000	13,498		13,498	
4040 Pension	114	3,755	23,000	19,245		19,245	
4050 Staff Travel	0	0	150	150		150	
4060 Councillor Travel	0	0	50	50		50	
4070 Staff Other Expenses	0	83	100	17		17	
4080 FM Contractor	7,800	15,600	46,800	31,200		31,200	
4090 Payroll Processing	35	106	500	394		394	
4100 Professional Fees	165	495	2,500	2,005		2,005	
4110 Training	146	146	2,000	1,854		1,854	
Staffing :- Indirect Expenditure	<u>13,823</u>	<u>46,436</u>	<u>188,576</u>	<u>142,140</u>	<u>0</u>	<u>142,140</u>	<u>0</u>
Net Expenditure	<u>(13,823)</u>	<u>(46,436)</u>	<u>(188,576)</u>	<u>(142,140)</u>			
Staffing :- Income	0	0	0	0			
Expenditure	13,823	46,436	188,576	142,140	0	142,140	
Movement to/(from) Gen Reserve	<u>(13,823)</u>	<u>(46,436)</u>					

Detailed Income & Expenditure by Budget Heading 31/07/2020

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Grand Totals:- Income	14,527	173,596	447,700	274,104			
Expenditure	30,179	84,931	492,700	407,769	7,703	400,066	
Net Income over Expenditure	<u>(15,652)</u>	<u>88,666</u>	<u>(45,000)</u>	<u>(133,666)</u>			
Movement to/(from) Gen Reserve	<u>(15,652)</u>	<u>88,666</u>					

Tewkesbury Town Council
SALES LEDGER 1 UNPAID INVOICES BY DATE

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
03/03/2020	1180	Redacted	Redacted	30.00	0.00	30.00	30.00
03/03/2020	1182	NHS001	NHS GLOS	804.00	0.00	804.00	365.00
09/03/2020	1198	TEW001	Redacted	46.20	8.40	54.60	54.60
31/03/2020	CN1023	SCA001	SCALLYWAGS	-250.00	0.00	-250.00	-185.00
31/03/2020	CN1024	TADS001	TADS	-528.00	-105.60	-633.60	-633.60
31/05/2020	1216	EMP001	EMPORIUM	46.40	9.28	55.68	55.68
30/06/2020	1218	EMP001	EMPORIUM	46.40	9.28	55.68	55.68
30/06/2020	1219	EMP001	EMPORIUM	56.00	11.20	67.20	67.20
30/06/2020	1225	DR001	Redacted	725.00	145.00	870.00	870.00
30/06/2020	1226	PHI001	Redacted	100.00	0.00	100.00	100.00