

**TEWKESBURY TOWN COUNCIL
FINANCE COMMITTEE
MONDAY 11TH JANUARY 2021**

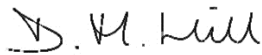
To: Members of Finance Committee: Councillors P Aldridge (Chair), H Bowman, K Brennan, C Danter, J Raywood, S Raywood and M Sztymiak

You are summoned to attend a meeting of the Finance Committee which will be held remotely via Zoom on **Monday 11th January 2021 commencing at 6.00pm**

Members of the public and press are welcome to attend.

Zoom Meeting id: 996 8420 1847

Password: 808416



Debbie Hill
Town Clerk
6th January 2021

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 8th December 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 financial reports, bank reconciliations and financial position of the Town Council to 30th November 2020
9. To consider and agree grant applications from outside bodies
10. To agree the payments list
11. To receive an update from the Town Clerk in respect of the External Audit 2019/20
12. To agree a recommendation to Full Council for the budget for Financial Years 2021/22, 2022/23 and 2023/24 and the precept request for 2021/22
13. To approve a virement of £6,000 from Contingency to Buildings & Moorings, Museum, Maintenance to fund emergency repair work required to make the roof

watertight, prevent continued vermin access and prevent further risk to the
Museum artefacts

MINUTES

of the

Remote Finance Committee meeting held on 8th December 2020 at 4:00PM via Zoom

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

In attendance: D Hill (Town Clerk)

F.20.063 To receive apologies

Cllr K Brennan

F.20.064 To receive declarations of interest

None

F.20.065 To receive dispensations

None

F.20.066 To approve the Minutes of the Finance Committee meeting held on 1st October 2020

It was RESOLVED to approve the Minutes of the Finance Committee meeting held on 1st October 2020. Proposed by Cllr Bowman, seconded by Cllr J Raywood.

F.20.067 Matters arising from the Minutes – for information only.

20.044 **Applying for a Lloyds Charge card:** Carry Forward

20.045 **Expenditure of legal advice for Watson Hall titles:** Carry Forward

20.054 **Chatty Thursday unrepresented payment:** Now corrected. Complete.

20.055 **Check Museum window expenditure and provide report with furlough income:** Complete

20.060 **Outstanding Mayor's Charity money:** To be paid to Focus Cancer

F.20.068 To receive correspondence relating to the Finance Committee

The Town Clerk reported that tax base information had been received from Tewkesbury Borough Council.

F.20.069 Public Participation

None.

F.20.070 To review the bank reconciliations to 31st October 2020

Deferred to the next meeting.

F.20.071 To review budget report to 31st October 2020

The budget reports were reviewed.

F.20.072 To note furlough income received to date.

A report showing furlough income to date was noted.

F.20.073 To review the half year financial position of the Town Council in respect of the COVID-19 pandemic.

The half year financial position was noted. The Town Clerk confirmed that an additional grant of £1,334 was expected to be received in relation to the Watson Hall.

F.20.074 To consider and agree grant applications from outside bodies
None.

F.20.075 To agree to the payments list

It was RESOLVED to approve the payments list totalling £15,008.56. Proposed by Cllr Brennan, Seconded by Cllr J Raywood.

F.20.076 To receive an update from the Town Clerk in respect of the External Audit 2019/20

The Town Clerk advised that the audit had not yet been completed and so a notice ensuring compliance with the regulations had been posted on the Town Council website.

F.20.077 To receive an update from the Town Clerk in respect of the budget setting process for 2021/22

The Town Clerk reported that all committees, except for Buildings & Moorings have now set their budget requirements. Buildings & Moorings Committee will be setting their budget requirements on 10th December.

F.20.078 To agree a budget for the Finance Committee for 2021/22 and forward budget for 2022/23 and 2023/24

The Committee considered the budget requirements for 2021/22 and agreed a draft budget which will be reviewed together with the other committee budgets at the next Finance Committee meeting in January 2021.

There being no further business the meeting closed at 5:30 pm.

Signature of Chairman upon approval of the minutes 11th January 2021

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
110 Staffing							
4000 Staff Salary	6,506	57,121	101,476	44,355		44,355	
4030 PAYE and NI	0	7,600	16,000	8,400		8,400	
4040 Pension	111	13,958	23,000	9,042		9,042	
4050 Staff Travel	0	0	150	150		150	
4060 Councillor Travel	0	0	50	50		50	
4070 Staff Other Expenses	0	900	100	(800)		(800)	
4080 FM Contractor	4,550	41,600	46,800	5,200		5,200	
4090 Payroll Processing	35	279	500	222		222	
4100 Professional Fees	915	3,918	2,500	(1,418)		(1,418)	
4110 Training	0	146	2,000	1,854		1,854	
Staffing :- Indirect Expenditure	12,116	125,522	192,576	67,054	0	67,054	0
Net Expenditure	(12,116)	(125,522)	(192,576)	(67,054)			
120 Finance							
1076 Precept	0	314,087	314,087	0			
1090 Interest Received	9	68	250	182			
1100 Grants & Donations Received	18	18	0	(18)			
Finance :- Income	27	314,172	314,337	165			0
4100 Professional Fees	0	1,233	2,000	767		767	
4150 Mayors Allowance	0	1,500	1,500	0		0	
4160 Bank Charges	5	72	60	(12)		(12)	
4170 Audit Fees	0	0	2,000	2,000		2,000	
4180 Legal Fees	1,699	4,781	12,000	7,219		7,219	
4190 Subscriptions & Memberships	0	2,901	4,000	1,099		1,099	
4200 Insurance	0	6,662	8,000	1,338		1,338	
4210 Stationery Office Equipment	0	866	1,600	734		734	
4211 Contingency	0	0	6,000	6,000		6,000	
4212 Councillor Expenses	0	0	600	600		600	
4220 Telephone & Broadband	299	1,246	800	(446)		(446)	
4230 Photocopier	618	1,390	2,500	1,110		1,110	
4240 Website	0	600	350	(250)		(250)	
4250 IT	157	1,642	3,200	1,558		1,558	
4260 Publications	0	13	200	187		187	
4270 Newsletter	0	0	1,000	1,000		1,000	
4280 Events & Services	58	58	3,200	3,142		3,142	
4290 Regalia	0	0	400	400		400	
4300 Civic	159	199	1,000	801		801	
4310 Tourism & Marketing	0	0	1,000	1,000		1,000	

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4320 Town Crier	0	1,000	1,000	0		0	
4330 Grants Paid	1,040	7,320	20,000	12,680		12,680	
4350 Elections	0	0	1,000	1,000		1,000	
4960 Equipment	0	35	0	(35)		(35)	
4990 Sundries/Petty Cash	0	122	1,000	878		878	
4999 Unknown - Needs Attention	0	145	0	(145)		(145)	
Finance :- Indirect Expenditure	4,033	31,783	74,410	42,627	0	42,627	0
Net Income over Expenditure	(4,007)	282,389	239,927	(42,462)			
130 Mayor's Charity							
1200 Mayor's Charity Income	0	1,100	0	(1,100)			
Mayor's Charity :- Income	0	1,100	0	(1,100)			0
4410 Mayor's Charity Expenditure	0	4,000	0	(4,000)		(4,000)	
Mayor's Charity :- Indirect Expenditure	0	4,000	0	(4,000)	0	(4,000)	0
Net Income over Expenditure	0	(2,900)	0	2,900			
200 Moorings							
1300 Moorings Income	101	2,391	5,500	3,109			
Moorings :- Income	101	2,391	5,500	3,109			0
4450 Maintenance	175	388	4,000	3,613		3,613	
4460 Rates	70	958	1,500	542		542	
4470 Mooring Leases	0	100	100	0		0	
4480 Projects - Moorings	1,750	4,867	5,000	133	650	(517)	
4550 Water	0	17	0	(17)		(17)	
4960 Equipment	0	15	0	(15)		(15)	
Moorings :- Indirect Expenditure	1,995	6,344	10,600	4,256	650	3,606	0
Net Income over Expenditure	(1,894)	(3,953)	(5,100)	(1,147)			
210 Museum							
4450 Maintenance	0	12,849	12,000	(849)		(849)	
4500 Museum Projects	0	0	3,000	3,000		3,000	
Museum :- Indirect Expenditure	0	12,849	15,000	2,152	0	2,152	0
Net Expenditure	0	(12,849)	(15,000)	(2,152)			

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>220 Town Hall</u>							
1400 Garden Income	0	0	100	100			
1410 Town Hall Income	0	3,367	18,000	14,633			
Town Hall :- Income	0	3,367	18,100	14,733			0
4450 Maintenance	370	4,203	12,000	7,797	800	6,997	
4460 Rates	419	3,354	4,100	746		746	
4550 Water	0	517	700	183		183	
4560 Electric	73	480	1,500	1,020		1,020	
4570 Gas	192	502	2,500	1,998		1,998	
4580 Garden Expenditure	0	0	300	300		300	
4590 Projects	0	0	15,000	15,000		15,000	
4960 Equipment	0	966	2,000	1,034		1,034	
Town Hall :- Indirect Expenditure	1,054	10,021	38,100	28,079	800	27,279	0
Net Income over Expenditure	(1,054)	(6,654)	(20,000)	(13,346)			
<u>230 War Memorial</u>							
1450 Fundraising	0	0	200	200			
1990 Other Income	0	0	100	100			
War Memorial :- Income	0	0	300	300			0
4450 Maintenance	0	0	1,000	1,000		1,000	
War Memorial :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0
Net Income over Expenditure	0	0	(700)	(700)			
<u>300 Play Parks</u>							
1500 Grants & Donations Received	0	500	0	(500)			
Play Parks :- Income	0	500	0	(500)			0
4590 Projects	0	175	10,000	9,825	2,142	7,683	
4600 Maintenance - Derek Graham	15	357	2,000	1,643		1,643	
4610 Maintenance - Mitton	330	420	1,000	580		580	
4620 Maintenance - Warwick Place	125	125	1,500	1,375		1,375	
4630 Annual Playground Inspection	0	1,500	1,500	0		0	
Play Parks :- Indirect Expenditure	470	2,576	16,000	13,424	2,142	11,282	0
Net Income over Expenditure	(470)	(2,076)	(16,000)	(13,924)			

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
310 Spring Gardens							
4450 Maintenance	22	1,354	3,000	1,646		1,646	
4460 Rates	304	2,436	3,000	564		564	
4550 Water	0	715	2,000	1,285		1,285	
4560 Electric	63	367	650	283		283	
4590 Projects	0	0	2,000	2,000		2,000	
4960 Equipment	0	86	0	(86)		(86)	
Spring Gardens :- Indirect Expenditure	389	4,959	10,650	5,691	0	5,691	0
Net Expenditure	(389)	(4,959)	(10,650)	(5,691)			
320 Gloucester Road							
4450 Maintenance	0	474	1,750	1,276		1,276	
4460 Rates	232	1,856	2,200	344		344	
4550 Water	220	548	650	102		102	
4560 Electric	43	332	400	68		68	
Gloucester Road :- Indirect Expenditure	495	3,210	5,000	1,790	0	1,790	0
Net Expenditure	(495)	(3,210)	(5,000)	(1,790)			
330 Cleaning & Consumables							
4700 Cleaning & Maintenance Equip	89	370	1,500	1,130		1,130	
4710 Combined Consumables	0	1,518	2,500	982		982	
4720 Hygiene Contract	0	828	1,200	372		372	
Cleaning & Consumables :- Indirect Expenditure	89	2,716	5,200	2,484	0	2,484	0
Net Expenditure	(89)	(2,716)	(5,200)	(2,484)			
340 Outside Spaces							
4450 Maintenance	45	45	0	(45)		(45)	
4750 CCTV	0	128	9,000	8,872	5,496	3,376	
4755 Tree Maintenance	0	370	3,000	2,630		2,630	
4760 Street Furniture & Clock	2,031	4,049	6,000	1,951	295	1,656	1,096
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	170	340	3,000	2,660		2,660	
4785 GIS	0	450	475	25		25	
4790 Grass Cutting	190	1,517	2,840	1,323		1,323	
4795 Notice Boards	0	1,808	2,000	192	197	(5)	1,500
Outside Spaces :- Indirect Expenditure	2,435	9,199	32,095	22,896	5,988	16,908	2,596
Net Expenditure	(2,435)	(9,199)	(32,095)	(22,896)			
6000 plus Transfer from EMR	0	2,596					

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Movement to/(from) Gen Reserve	(2,435)	(6,603)					
400 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)			
500 Severn Ham							
1620 Hay Auction	0	2,158	190	(1,968)			
1630 Single Payment	0	177	13,000	12,823			
1640 Wayleaves	0	384	390	6			
1700 Fishing Rights	0	1,500	1,500	0			
1710 Natural England (HLS Payment)	0	0	22,248	22,248			
Severn Ham :- Income	0	4,219	37,328	33,109			0
4450 Maintenance	9	125	500	375		375	
4550 Water	0	389	250	(139)		(139)	
4850 Commoners Grazing Compensation	0	3,683	5,500	1,817		1,817	
4855 Hay Sowing Project	0	1,325	5,000	3,675		3,675	
4860 Volunteers (Rec & Prom)	0	0	2,000	2,000		2,000	
4865 Auction Fees	0	400	459	59		59	
4870 Weeding	0	0	1,000	1,000		1,000	
4875 Tree Conservation	0	0	3,000	3,000	3,200	(200)	
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	440	510	70		70	
4900 Conservation Advisor	0	2,500	5,355	2,855		2,855	
4910 Reinstatement Expenditure	1,200	1,310	0	(1,310)		(1,310)	
Severn Ham :- Indirect Expenditure	1,209	10,372	27,869	17,497	3,200	14,297	0
Net Income over Expenditure	(1,209)	(6,154)	9,459	15,613			
600 Watson Hall							
1800 Watson Hall Income	190	12,091	22,000	9,909			
1810 Leases	0	0	135	135			
1820 Tudor Bar Income	732	5,818	40,000	34,182			
1830 Events Income	54	1,680	10,000	8,320			
Watson Hall :- Income	976	19,589	72,135	52,547			0

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4195 Health & Safety	0	277	1,000	723		723	
4221 Telephone/IT	186	1,100	0	(1,100)		(1,100)	
4280 Events & Services	1,100	4,187	10,000	5,813	2,069	3,744	
4450 Maintenance	762	11,360	10,000	(1,360)		(1,360)	
4550 Water	1,203	1,606	700	(906)		(906)	
4560 Electric	212	1,390	1,500	110		110	
4570 Gas	235	378	2,000	1,622		1,622	
4590 Projects	0	2,310	18,000	15,690		15,690	
4912 Bar Payroll Processing	18	53	0	(53)		(53)	
4913 Bar Equipment	620	1,410	0	(1,410)		(1,410)	
4914 Bar Card Charges	15	118	0	(118)		(118)	
4915 Events Card Charges	2	14	0	(14)		(14)	
4916 Bar Sales Charges	0	6	0	(6)		(6)	
4950 Bar Stock	85	4,631	12,000	7,369		7,369	
4955 Bar Salaries	995	2,736	4,000	1,264		1,264	
4960 Equipment	29	381	2,000	1,619		1,619	
4965 Bar Equipment	(620)	0	0	0		0	
4970 Telephone/Broadband	(125)	(1)	0	1		1	
4990 Sundries/Petty Cash	0	0	500	500		500	
Watson Hall :- Indirect Expenditure	<u>4,716</u>	<u>31,957</u>	<u>61,700</u>	<u>29,743</u>	<u>2,069</u>	<u>27,674</u>	<u>0</u>
Net Income over Expenditure	<u>(3,739)</u>	<u>(12,368)</u>	<u>10,435</u>	<u>22,803</u>			
<u>700 Memorial Benches</u>							
1720 Memorial Benches Income	0	725	0	(725)			
Memorial Benches :- Income	<u>0</u>	<u>725</u>	<u>0</u>	<u>(725)</u>			<u>0</u>
4725 Memorial Benches Expenditure	0	925	0	(925)		(925)	
Memorial Benches :- Indirect Expenditure	<u>0</u>	<u>925</u>	<u>0</u>	<u>(925)</u>	<u>0</u>	<u>(925)</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(200)</u>	<u>0</u>	<u>200</u>			
Grand Totals:- Income	<u>1,104</u>	<u>346,063</u>	<u>447,700</u>	<u>101,637</u>			
Expenditure	<u>29,001</u>	<u>256,433</u>	<u>492,700</u>	<u>236,267</u>	<u>14,849</u>	<u>221,418</u>	
Net Income over Expenditure	<u>(27,897)</u>	<u>89,630</u>	<u>(45,000)</u>	<u>(134,630)</u>			
plus Transfer from EMR	<u>0</u>	<u>2,596</u>					
Movement to/(from) Gen Reserve	<u>(27,897)</u>	<u>92,226</u>					

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Bank Current A/c	30/11/2020		293,558.10
			<u>293,558.10</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
30/06/2020 18340 Hy-Clean Supplies Limited		32.33	
28/07/2020 SRT Severn Rivers Trust		7.20	
21/09/2020 2406 Friends of Victoria Gardens		500.00	
22/10/2020 DEBT107869 Tewkesbury Borough Council		210.00	
10/11/2020 2413 Tewkesbury Sea Cadets		300.00	
24/11/2020 156152 Dormakaba		350.00	
24/11/2020 HAR001 NOV Harcourt Players		250.00	
			<u>1,649.53</u>
			291,908.57
<u>Receipts not Banked/Cleared (Plus)</u>			
29/09/2020 501241		210.00	
			<u>210.00</u>
			292,118.57
		Balance per Cash Book is :-	292,118.57
		Difference is :-	0.00

Bank Reconciliation Statement as at 30/11/2020
for Cashbook 4 - Lloyds - 32 Day Notice A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Bank Savings A/c	30/11/2020	36	112,060.59
			<hr/> 112,060.59
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			112,060.59
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			112,060.59
		Balance per Cash Book is :-	112,060.59
		Difference is :-	0.00

Note :- (-) Net Expenditure means INCOME is greater than EXPENDITURE

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
110 Staffing							
4000	Staff Salary	101,476	141,935	147,612	153,516	0	0
4030	PAYE and NI	16,000	0	0	0	0	0
4040	Pension	23,000	0	0	0	0	0
4050	Staff Travel	150	155	160	165	0	0
4060	Councillor Travel	50	52	54	56	0	0
4070	Staff Other Expenses	100	103	106	109	0	0
4080	FM Contractor	46,800	46,800	46,800	46,800	0	0
4090	Payroll Processing	500	515	530	546	0	0
4100	Professional Fees	2,500	3,605	3,713	3,824	0	0
4110	Training	2,000	2,575	2,652	2,732	0	0
	Total Overhead Expenditure	192,576	195,740	201,627	207,748	0	0
120 Finance							
4100	Professional Fees	2,000	2,000	2,000	2,000	0	0
4150	Mayors Allowance	1,500	1,500	1,500	1,500	0	0
4160	Bank Charges	60	80	62	63	0	0
4170	Audit Fees	2,000	2,000	2,081	2,123	0	0
4180	Legal Fees	12,000	10,000	12,485	12,735	0	0
4190	Subscriptions & Memberships	4,000	4,000	4,162	4,245	0	0
4200	Insurance	8,000	7,000	8,323	8,489	0	0
4210	Stationery Office Equipment	1,600	1,000	1,665	1,698	0	0
4211	Contingency	6,000	6,000	6,000	6,000	0	0
4212	Councillor Expenses	600	600	600	600	0	0
4220	Telephone & Broadband	800	816	832	849	0	0
4230	Photocopier	2,500	2,500	2,601	2,653	0	0
4240	Website	350	450	364	371	0	0
4250	IT	3,200	3,200	3,329	3,396	0	0
4260	Publications	200	200	208	212	0	0
4270	Newsletter	1,000	1,000	1,040	1,061	0	0
4280	Events & Services	3,200	3,200	3,329	3,396	0	0
4290	Regalia	400	400	2,081	2,123	0	0
4300	Civic	1,000	1,000	1,040	1,061	0	0
4310	Tourism & Marketing	1,000	1,000	1,040	1,061	0	0
4320	Town Crier	1,000	1,000	1,040	1,061	0	0
4330	Grants Paid	20,000	10,000	10,404	10,612	0	0
4350	Elections	1,000	1,000	2,081	2,123	0	0
4990	Sundries/Petty Cash	1,000	1,000	1,000	1,000	0	0
	Total Overhead Expenditure	74,410	60,946	69,267	70,432	0	0
1076	Precept	314,087	0	0	0	0	0
1090	Interest Received	250	100	260	265	0	0
	Total Income	314,337	100	260	265	0	0
200 Moorings							
4450	Maintenance	4,000	4,000	4,162	4,245	0	0
4460	Rates	1,500	1,500	1,561	1,592	0	0

Note :- (-) Net Expenditure means INCOME is greater than EXPENDITURE

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4470	Mooring Leases	100	100	104	106	0	0
4480	Projects - Moorings	5,000	5,000	5,202	5,306	0	0
	Total Overhead Expenditure	10,600	10,600	11,029	11,249	0	0
1300	Moorings Income	5,500	5,500	5,722	5,836	0	0
	Total Income	5,500	5,500	5,722	5,836	0	0
210 Museum							
4450	Maintenance	12,000	15,000	12,485	12,735	0	0
4500	Museum Projects	3,000	10,000	3,121	3,183	0	0
	Total Overhead Expenditure	15,000	25,000	15,606	15,918	0	0
220 Town Hall							
4195	Health & Safety	0	500	0	0	0	0
4450	Maintenance	12,000	12,000	12,485	12,735	0	0
4460	Rates	4,100	4,100	4,266	4,351	0	0
4550	Water	700	800	728	743	0	0
4560	Electric	1,500	1,200	1,561	1,592	0	0
4570	Gas	2,500	2,500	2,601	2,653	0	0
4580	Garden Expenditure	300	300	312	318	0	0
4590	Projects	15,000	15,000	15,606	15,918	0	0
4960	Equipment	2,000	2,000	2,081	2,123	0	0
	Total Overhead Expenditure	38,100	38,400	39,640	40,433	0	0
1400	Garden Income	100	100	104	106	0	0
1410	Town Hall Income	18,000	18,000	18,727	19,102	0	0
	Total Income	18,100	18,100	18,831	19,208	0	0
230 War Memorial							
4450	Maintenance	1,000	1,000	1,040	1,061	0	0
	Total Overhead Expenditure	1,000	1,000	1,040	1,061	0	0
1450	Fundraising	200	0	208	212	0	0
1990	Other Income	100	0	104	106	0	0
	Total Income	300	0	312	318	0	0
300 Play Parks							
4590	Projects	10,000	5,000	5,000	5,000	0	0
4600	Maintenance - Derek Graham	2,000	2,040	2,081	2,123	0	0
4610	Maintenance - Mitton	1,000	1,020	1,040	1,061	0	0
4620	Maintenance - Warwick Place	1,500	1,530	1,561	1,592	0	0
4630	Annual Playground Inspection	1,500	1,530	1,561	1,592	0	0
	Total Overhead Expenditure	16,000	11,120	11,243	11,368	0	0
310 Spring Gardens							
4450	Maintenance	3,000	3,060	3,121	3,183	0	0
4460	Rates	3,000	3,060	3,121	3,183	0	0
4550	Water	2,000	2,040	2,081	2,123	0	0

Note :- (-) Net Expenditure means INCOME is greater than EXPENDITURE

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4560	Electric	650	663	676	690	0	0
4590	Projects	2,000	2,040	2,081	2,123	0	0
	Total Overhead Expenditure	10,650	10,863	11,080	11,302	0	0
320 Gloucester Road							
4450	Maintenance	1,750	1,785	1,821	1,857	0	0
4460	Rates	2,200	2,244	2,289	2,335	0	0
4550	Water	650	663	676	690	0	0
4560	Electric	400	408	416	424	0	0
	Total Overhead Expenditure	5,000	5,100	5,202	5,306	0	0
330 Cleaning & Consumables							
4700	Cleaning & Maintenance Equip	1,500	1,530	1,561	1,592	0	0
4710	Combined Consumables	2,500	2,550	2,601	2,653	0	0
4720	Hygiene Contract	1,200	1,224	1,248	1,273	0	0
	Total Overhead Expenditure	5,200	5,304	5,410	5,518	0	0
340 Outside Spaces							
4750	CCTV	9,000	5,000	5,000	5,000	0	0
4755	Tree Maintenance	3,000	1,000	1,000	1,000	0	0
4760	Street Furniture & Clock	6,000	6,000	6,000	6,000	0	0
4765	EmergencyPlan/Adverse	1,000	1,000	1,000	1,000	0	0
4770	Youth Budget	4,500	4,500	4,500	4,500	0	0
4775	Insurance - Arrivall	280	285	290	295	0	0
4780	Bus Shelter	3,000	3,000	3,000	3,000	0	0
4785	GIS	475	480	485	490	0	0
4790	Grass Cutting	2,840	2,840	2,840	2,840	0	0
4795	Notice Boards	2,000	2,000	2,000	2,000	0	0
	Total Overhead Expenditure	32,095	26,105	26,115	26,125	0	0
400 Planning							
4718	Community Development	2,000	1,000	1,000	1,000	1,000	1,000
4810	Outreach	500	500	500	500	500	500
	Total Overhead Expenditure	2,500	1,500	1,500	1,500	1,500	1,500
500 Severn Ham							
4450	Maintenance	500	1,500	1,500	1,500	0	0
4550	Water	250	255	260	265	0	0
4850	Commoners Grazing	5,500	4,500	4,500	4,500	0	0
4855	Hay Sowing Project	5,000	5,000	5,000	5,000	0	0
4860	Volunteers (Rec & Prom)	2,000	2,000	2,000	2,000	0	0
4865	Auction Fees	459	468	477	487	0	0
4870	Weeding	1,000	2,500	2,500	2,500	0	0
4875	Tree Conservation	3,000	3,000	3,000	3,000	0	0
4880	Ancillary Management	0	4,000	4,000	4,000	0	0
4885	Nesting Project	2,000	2,000	2,000	2,000	0	0
4890	Carver Knowles	2,295	2,341	2,388	2,436	0	0

Forward Budget Detail - By Centre

Note :- (-) Net Expenditure means INCOME is greater than EXPENDITURE

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4895 Cross Compliance Consultant	510	520	530	541	0	0
4900 Conservation Advisor	5,355	5,462	5,571	5,682	0	0
4905 Footpath Repairs	0	3,000	3,000	3,000	0	0
Total Overhead Expenditure	27,869	36,546	36,726	36,911	0	0
1620 Hay Auction	190	190	190	190	0	0
1630 Single Payment	13,000	13,000	13,000	13,000	0	0
1640 Wayleaves	390	390	390	390	0	0
1700 Fishing Rights	1,500	1,500	1,500	1,500	0	0
1710 Natural England (HLS Payment)	22,248	22,248	22,248	22,248	0	0
Total Income	37,328	37,328	37,328	37,328	0	0
600 Watson Hall						
4195 Health & Safety	1,000	500	1,040	1,061	0	0
4221 Telephone/IT	0	750	0	0	0	0
4280 Events & Services	10,000	10,000	10,404	10,612	0	0
4450 Maintenance	10,000	10,000	10,404	10,612	0	0
4550 Water	700	700	728	743	0	0
4560 Electric	1,500	2,000	1,561	1,592	0	0
4570 Gas	2,000	2,000	2,081	2,123	0	0
4590 Projects	18,000	18,000	18,727	19,102	0	0
4912 Bar Payroll Processing	0	100	0	0	0	0
4913 Bar Equipment	0	200	0	0	0	0
4914 Bar Card Charges	0	200	0	0	0	0
4950 Bar Stock	12,000	12,240	12,485	12,735	0	0
4955 Bar Salaries	4,000	4,080	4,162	4,245	0	0
4960 Equipment	2,000	2,040	2,081	2,123	0	0
4990 Sundries/Petty Cash	500	510	520	530	0	0
Total Overhead Expenditure	61,700	63,320	64,193	65,478	0	0
1800 Watson Hall Income	22,000	22,000	20,808	21,224	0	0
1810 Leases	135	300	141	144	0	0
1820 Tudor Bar Income	40,000	40,000	31,212	31,836	0	0
1830 Events Income	10,000	10,000	10,404	10,612	0	0
Total Income	72,135	72,300	62,565	63,816	0	0
Total Budget	492,700	491,544	499,678	510,349	1,500	1,500
Income :	0	0	0	0	0	0
Net Expenditure	492,700	491,544	499,678	510,349	1,500	1,500