


**TEWKESBURY TOWN COUNCIL
FINANCE COMMITTEE
MONDAY 3RD JUNE 2024**

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

You are summoned to attend a meeting of the Finance Committee which will be held in the Town Hall, High Street, Tewkesbury, on **Monday 3rd June 2024 commencing at 6.00pm**

Members of the public and press are welcome to attend.



Debbie Hill, Town Clerk
29th May 2024

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 29th April 2024
5. Matters arising from the minutes of 29th April – 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 approve the payments list
9. To review the financial reports and bank reconciliations of the Town Council for April 2024
10. To review the payments report for February, March and April 2024
11. To review the Balance Sheet and Income & Expenditure Account for the financial year ended 31st March 2024
12. To review the Accounting Statement for financial year 2023/24
13. To note the insurance renewal for July 2024
14. To receive the asset register report
15. To agree the installation of an OWL streaming system for the Council Chamber at a cost of around £3,500
16. To agree to release Tewkesbury Live earmarked reserve 362
17. To receive a report from the internal control checkers for Q4 2023/24

18. To consider and agree grant applications from outside bodies

19. To review the Financial Risk register

**MINUTES of
the
Finance Committee meeting held on 29th April 2024 at 6:00PM in the Town Hall,
Tewkesbury**

Present: Cllrs C Danter (Chair), P Jones, S Raywood, J Raywood, K Moran,
M Sztymiak

In attendance: D Hill (Town Clerk) and one member of the public

- F.23.096 To receive apologies**
Cllrs Bowman and Brookes.
- F.23.097 To receive declarations of interest**
Cllr Danter re 23.108 – Big Weekend grant application.
- F.23.098 To receive dispensations**
None.
- F.23.099 To approve the minutes of the Finance Committee meetings held on 26th February 2024**
It was RESOLVED to approve the minutes of the Finance Committee meeting held on 26th February 2024 subject to small amendments being made – add ‘a’ to charity and check numbering. Proposed by Cllr Jones, seconded by Cllr J Raywood.
- F.23.100 Matters arising from the minutes of 26th February – for Information only**
23.078 HSHA income and expenditure – this will be picked up in the year end work
23.081 Tewkesbury Live ledger report to be circulated – complete
- F.23.101 To receive correspondence relating to the Finance Committee**
None.
- F.23.102 Public Participation**
None.
- F.23.103 To approve the payments list**
It was RESOLVED to approve payments totalling £23,688. Proposed by Cllr S Raywood, seconded by Cllr Danter. It was also RESOLVED to approve payments totalling £5,855. Proposed by Cllr J Raywood, seconded by Cllr Jones.
- F.23.104 To review the financial reports and bank reconciliations of the Town Council for February and March 2024**
The reports and bank reconciliations were reviewed.
£1,600 overspend due to additional overspend on PAYE/NI and Pension due to 13 months paid in this financial year.
- F.23.105 To review the payments report for February and March 2024**
Deferred.

- F.23.106** **To agree to release £22 from EMR 361 to 120 4330 community grants**
It was RESOLVED to agree. Proposed by Cllr Jones, seconded by Cllr Moran.
- F.23.107** **Agree any vires, movement of existing earmarked reserves and new earmarked reserves for the Finance Committee and Staffing Committee**
It was RESOLVED to agree. Proposed by Cllr S Raywood, seconded by Cllr Jones.
Action: Town Clerk to Forward budget 24/25 to committee members.
- F.23.108** **To note the recent bar audit for Q4 2023-24 and final stock figure of £4,333.91**
The bar audit and final stock figure were noted. Some recommendations have been made and will be implemented and reviewed at the Q1 stocktake in 2024/25.
- F.23.109** **To note the conclusion of the external audit for 2022/23 and to note action to be taken**
The Town Clerk reported that there were two exceptions for items. The final report and certificate have been published in line with requirements.
- F.23.110** **To review the internal audit report for financial year 2023/24**
1.4 expenditure
2.3 on agenda
3.1 Town Council on insurance schedule
3.3 Town Council to action
4.2 Finance committee to review general reserve
6.6 recommend publishing internal audit certificate. Consider whether signatures need to be redacted.
7.5 to add detail
- F.23.111** **Review of direct debits and standing orders**
The direct debits and standing orders were reviewed.
- F.23.112** **To note GAPTC subs for 2024/25 of £2,646.63 (discounted by £223.08)**
GAPTC subscription rates for 2024/25 were noted.
- F.23.113** **To consider and agree any resolutions for proposal to GAPTC AGM to be held in July 2024**
None.
- F.23.114** **To consider and agree grant applications from outside bodies**
- BIG weekend deferred to Full Council
- Priors Park Community Church £450 approved - proposed by Cllr Moran, seconded by Cllr S Raywood.

There being no further business the meeting closed at 20:00.

Signature of Chairman upon approval of the minutes 3rd June 2024

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Finance						
<u>120 Finance</u>						
1076 Precept	247,270	494,540	247,270			
1090 Interest Received	467	4,000	3,533			
Finance :- Income	247,737	498,540	250,803			0
4100 Professional Fees	(540)	1,000	1,540		1,540	
4150 Mayors Allowance	0	1,500	1,500		1,500	
4160 Bank Charges	47	825	778		778	
4170 Audit Fees	(1,025)	2,500	3,525		3,525	
4180 Legal Fees	8	6,000	5,993		5,993	
4190 Subscriptions & Memberships	0	3,500	3,500		3,500	
4200 Insurance	0	18,000	18,000		18,000	
4210 Stationery Office Equipment	81	1,500	1,419		1,419	
4220 Telephone & Broadband (TC)	66	1,100	1,034		1,034	
4230 Photocopier	557	2,600	2,043		2,043	
4240 Website	0	900	900		900	
4250 IT	1,369	9,000	7,631		7,631	
4260 Publications	0	100	100		100	
4270 Newsletter	0	500	500		500	
4280 Events & Services	0	3,000	3,000		3,000	
4290 Regalia	0	5,000	5,000		5,000	
4300 Civic	0	600	600		600	
4310 Tourism & Marketing	0	2,000	2,000		2,000	
4320 Town Crier	0	1,000	1,000		1,000	
4330 Community Grants	450	8,000	7,550		7,550	
4350 Elections	0	1,000	1,000		1,000	
4390 Grant Expenditure	2,250	0	(2,250)		(2,250)	
4990 Sundries/Petty Cash	47	600	553		553	
Finance :- Indirect Expenditure	3,311	70,225	66,914	0	66,914	0
Net Income over Expenditure	244,426	428,315	183,889			
<u>140 Tewkesbury Live</u>						
1121 Tewkes Live Income	10,000	35,000	25,000			
Tewkesbury Live :- Income	10,000	35,000	25,000			0
4370 Tewkesbury Live Expenditure	228	35,000	34,772		34,772	
Tewkesbury Live :- Indirect Expenditure	228	35,000	34,772	0	34,772	0
Net Income over Expenditure	9,772	0	(9,772)			

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
150 Christmas Lights						
1125 Christmas Lights Income	0	4,000	4,000			
Christmas Lights :- Income	0	4,000	4,000			0
4375 Christmas Lights	0	7,500	7,500		7,500	
4560 Electric	(187)	0	187		187	
Christmas Lights :- Indirect Expenditure	(187)	7,500	7,687	0	7,687	0
Net Income over Expenditure	187	(3,500)	(3,687)			
Finance :- Income						
	257,737	537,540	279,803			
Expenditure						
	3,352	112,725	109,373	0	109,373	
Movement to/(from) Gen Reserve	254,384					
Buildings						
160 Fundraising						
4505 Fundraising	413	0	(413)		(413)	
Fundraising :- Indirect Expenditure	413	0	(413)	0	(413)	0
Net Expenditure	(413)	0	413			
210 64 Barton Street						
4195 Health & Safety	0	825	825		825	
4390 Grant Expenditure	46,369	0	(46,369)		(46,369)	
4450 Maintenance	0	30,000	30,000	211	29,789	
64 Barton Street :- Indirect Expenditure	46,369	30,825	(15,544)	211	(15,755)	0
Net Expenditure	(46,369)	(30,825)	15,544			
220 Town Hall						
1400 Garden Income	0	50	50			
1410 Town Hall Income	1,539	15,000	13,461			
Town Hall :- Income	1,539	15,050	13,511			0
4195 Health & Safety	314	1,000	686		686	
4450 Maintenance	34	15,000	14,966	538	14,428	
4460 Rates	357	4,330	3,973		3,973	
4550 Water	118	1,700	1,582		1,582	
4560 Electric	0	5,155	5,155		5,155	
4570 Gas	0	3,000	3,000		3,000	
4580 Garden Expenditure	617	700	83		83	

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4590 Projects	495	20,000	19,505		19,505	
4595 Accessibility	0	10,000	10,000		10,000	
4960 Equipment	0	2,000	2,000		2,000	
4961 Waste and recycling	0	200	200		200	
Town Hall :- Indirect Expenditure	1,934	63,085	61,151	538	60,613	0
Net Income over Expenditure	(395)	(48,035)	(47,640)			

<u>230 War Memorial</u>						
4450 Maintenance	0	1,000	1,000		1,000	
War Memorial :- Indirect Expenditure	0	1,000	1,000	0	1,000	0
Net Expenditure	0	(1,000)	(1,000)			

Buildings :- Income	1,539	15,050	13,511			
Expenditure	48,716	94,910	46,194	749	45,446	
Movement to/(from) Gen Reserve	(47,176)					

Environment & Amenities

<u>300 Play Parks</u>						
4590 Projects	1,810	5,150	3,340		3,340	
4600 Maintenance - Derek Graham	0	2,187	2,187		2,187	
4610 Maintenance - Mitton	0	1,093	1,093		1,093	
4620 Maintenance - Warwick Place	0	1,640	1,640		1,640	
4630 Annual Playground Inspection	1,500	1,550	50		50	
Play Parks :- Indirect Expenditure	3,310	11,620	8,310	0	8,310	0
Net Expenditure	(3,310)	(11,620)	(8,310)			

<u>310 Spring Gardens</u>						
4450 Maintenance	0	3,278	3,278		3,278	
4550 Water	0	2,000	2,000		2,000	
4560 Electric	145	2,000	1,855		1,855	
4590 Projects	0	2,000	2,000		2,000	
Spring Gardens :- Indirect Expenditure	145	9,278	9,133	0	9,133	0
Net Expenditure	(145)	(9,278)	(9,133)			

<u>320 Gloucester Road</u>						
4450 Maintenance	0	1,913	1,913		1,913	

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4550 Water	37	974	937		937	
4560 Electric	0	1,500	1,500		1,500	
Gloucester Road :- Indirect Expenditure	37	4,387	4,350	0	4,350	0
Net Expenditure	(37)	(4,387)	(4,350)			
<u>330 Cleaning & Consumables</u>						
4700 Cleaning & Maintenance Equip	0	1,500	1,500		1,500	
4710 Combined Consumables	449	2,733	2,284		2,284	
4720 Hygiene Contract	0	1,311	1,311		1,311	
Cleaning & Consumables :- Indirect Expenditure	449	5,544	5,095	0	5,095	0
Net Expenditure	(449)	(5,544)	(5,095)			
<u>340 Outside Spaces</u>						
4750 CCTV	3,375	5,000	1,625		1,625	
4755 Tree Maintenance	0	750	750		750	
4760 Street Furniture & Clock	1,478	6,000	4,522	2,626	1,896	
4765 EmergencyPlan/Adverse Weather	0	1,000	1,000		1,000	
4770 Youth Budget	0	3,500	3,500		3,500	
4775 Insurance - Arrivall	0	300	300		300	
4780 Bus Shelter	0	3,000	3,000	6,072	(3,072)	
4785 Parish Online	0	500	500		500	
4790 Grass Cutting	176	2,500	2,324		2,324	
4795 Notice Boards and Swapboxes	681	1,000	319		319	
Outside Spaces :- Indirect Expenditure	5,710	23,550	17,840	8,698	9,142	0
Net Expenditure	(5,710)	(23,550)	(17,840)			
<u>700 Memorial Benches</u>						
4725 Memorial Benches Expenditure	815	0	(815)		(815)	
Memorial Benches :- Indirect Expenditure	815	0	(815)	0	(815)	0
Net Expenditure	(815)	0	815			
Environment & Amenities :- Income	0	0	0			
Expenditure	10,466	54,379	43,913	8,698	35,215	
Movement to/(from) Gen Reserve	(10,466)					

Planning

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>400 Planning</u>						
4718 Community Development Planning	0	1,000	1,000		1,000	
4719 Planning Consultancy	0	5,000	5,000		5,000	
4810 Outreach	0	500	500		500	
Planning :- Indirect Expenditure	<u>0</u>	<u>6,500</u>	<u>6,500</u>	<u>0</u>	<u>6,500</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(6,500)</u>	<u>(6,500)</u>			
Planning :- Income	0	0	0			
Expenditure	0	6,500	6,500	0	6,500	
Movement to/(from) Gen Reserve	<u>0</u>					
Severn Ham						
<u>500 Severn Ham</u>						
1620 Hay Auction	0	500	500			
1630 Basic Payment Scheme	0	7,245	7,245			
1640 Wayleaves	0	390	390			
1700 Fishing Rights	0	1,800	1,800			
1710 HLS Payment	0	22,248	22,248			
Severn Ham :- Income	<u>0</u>	<u>32,183</u>	<u>32,183</u>			<u>0</u>
4450 Maintenance	29	1,500	1,471		1,471	
4550 Water	15	265	250		250	
4850 Commoners Grazing Compensation	0	3,500	3,500		3,500	
4855 Hay Sowing Project	0	4,000	4,000	2,550	1,450	
4860 Volunteers (Rec & Prom)	0	1,000	1,000	400	600	
4865 Auction Fees	0	500	500		500	
4870 Weeding	0	2,575	2,575		2,575	
4875 Tree Conservation	0	3,000	3,000		3,000	
4880 Ancillary Management	0	4,000	4,000		4,000	
4885 Nesting Project	0	1,000	1,000	5	995	
4890 Carver Knowles	0	2,000	2,000		2,000	
4895 Cross Compliance Consultant	0	530	530		530	
4900 Conservation Advisor	0	5,738	5,738		5,738	
4905 Footpath Repairs	0	2,000	2,000		2,000	
Severn Ham :- Indirect Expenditure	<u>44</u>	<u>31,608</u>	<u>31,564</u>	<u>2,955</u>	<u>28,609</u>	<u>0</u>
Net Income over Expenditure	<u>(44)</u>	<u>575</u>	<u>619</u>			
Severn Ham :- Income	0	32,183	32,183			
Expenditure	44	31,608	31,564	2,955	28,609	
Movement to/(from) Gen Reserve	<u>(44)</u>					
Watson Hall						

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
600 Watson Hall						
1800 Watson Hall Income	3,718	20,000	16,283			
1810 Leases	0	600	600			
1820 Bar Income	4,930	30,000	25,070			
1830 TTC Events Income	242	3,000	2,758			
	8,889	53,600	44,711			0
Watson Hall :- Income						
4195 Health & Safety	507	800	293		293	
4221 Telephone/IT (WH)	93	1,500	1,407		1,407	
4280 Events & Services	17	3,000	2,983		2,983	
4450 Maintenance	337	13,000	12,663	5,438	7,225	
4550 Water	61	1,500	1,439		1,439	
4560 Electric	0	8,800	8,800		8,800	
4570 Gas	0	4,000	4,000		4,000	
4590 Projects	0	18,000	18,000		18,000	
4912 Bar Payroll Processing	36	250	214		214	
4913 Bar Equipment	0	2,000	2,000		2,000	
4914 Bar Card Charges	72	700	628		628	
4915 Events Card Charges	8	100	92		92	
4920 Bar Audit	0	500	500		500	
4950 Bar Stock	2,182	17,000	14,818		14,818	
4955 Bar Salaries	2,208	12,000	9,792		9,792	
4957 Duty Manager	85	0	(85)		(85)	
4960 Equipment	21	2,000	1,979	300	1,679	
4961 Waste and recycling	0	400	400		400	
4980 Workwear	0	200	200		200	
	5,626	85,750	80,124	5,738	74,386	0
Watson Hall :- Indirect Expenditure						
	3,263	(32,150)	(35,413)			
Net Income over Expenditure						
Watson Hall :- Income	8,889	53,600	44,711			
Expenditure	5,626	85,750	80,124	5,738	74,386	
Movement to/(from) Gen Reserve	3,263					

Staffing

110 Staffing					
4000 Staff Salary	8,861	113,420	104,559		104,559
4030 PAYE and NI	1,697	25,145	23,448		23,448
4040 Pension	2,417	27,820	25,403		25,403
4050 Staff Travel	0	250	250		250

Detailed Income & Expenditure by Budget Heading April 2024

Month No: 1

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4060 Councillor Travel	0	60	60		60	
4070 Staff Other Expenses	6	200	194		194	
4080 Facilities Mgmt. Contractor	6,188	74,256	68,068		68,068	
4090 Payroll Processing	37	550	513		513	
4100 Professional Fees	165	3,000	2,835		2,835	
4110 Training	348	700	352		352	
Staffing :- Indirect Expenditure	19,719	245,401	225,682	0	225,682	0
Net Expenditure	(19,719)	(245,401)	(225,682)			
Staffing :- Income	0	0	0			
Expenditure	19,719	245,401	225,682	0	225,682	
Movement to/(from) Gen Reserve	(19,719)					
<u>Moorings</u>						
<u>200 Moorings</u>						
1300 Moorings Income	1,075	7,000	5,925			
1850 HAZ Income	9,355	0	(9,355)			
Moorings :- Income	10,430	7,000	(3,430)			0
4450 Maintenance	90	7,000	6,910		6,910	
4460 Rates	0	1,500	1,500		1,500	
4470 Mooring Leases	0	100	100		100	
4590 Projects	0	10,000	10,000		10,000	
Moorings :- Indirect Expenditure	90	18,600	18,510	0	18,510	0
Net Income over Expenditure	10,340	(11,600)	(21,940)			
Moorings :- Income	10,430	7,000	(3,430)			
Expenditure	90	18,600	18,510	0	18,510	
Movement to/(from) Gen Reserve	10,340					
Grand Totals:- Income	278,595	645,373	366,778			
Expenditure	88,012	649,873	561,861	18,139	543,721	
Net Income over Expenditure	190,583	(4,500)	(195,083)			
Movement to/(from) Gen Reserve	190,583					

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR BUILD 64 BS Maintenance	66,935.00		66,935.00
321 EMR BUILD Town Hall Gardens	250.00		250.00
322 EMR MOOR Prior's Court	19,894.23		19,894.23
324 EMR E&A Noticeboards & Swapbox	1,708.00		1,708.00
325 EMR E&A Playground Projects	24,003.00		24,003.00
326 EMR E&A Youth	4,105.00		4,105.00
328 EMR BUILD War Memorial	7,875.73		7,875.73
329 EMR SH Severn Ham	34,133.00		34,133.00
330 EMR E&A CCTV	4,125.00		4,125.00
331 EMR E&A Tree Maintenance	5,650.00		5,650.00
332 EMR E&A Street Furniture	6,014.00		6,014.00
333 EMR E&A Toilet Block Project	13,145.00		13,145.00
335 EMR E&A Bus Shelters	10,773.25		10,773.25
336 EMR FIN Regalia	209.00		209.00
337 EMR FIN Website	2,520.00		2,520.00
338 EMR FIN Professional Fees	5,237.00		5,237.00
339 EMR FIN Legal	17,467.00		17,467.00
340 EMR FIN Elections	5,000.00		5,000.00
341 EMR FIN Tourism & Marketing	1,757.00		1,757.00
342 EMR FIN Newsletter	2,148.00		2,148.00
343 EMR SH Weeding	22,679.00		22,679.00
344 EMR SH Severn Ham Tree Maint	8,000.00		8,000.00
345 EMR SH Hay Sowing Project	8,675.00		8,675.00
346 EMR SH Footpath Repairs	3,253.00		3,253.00
349 EMR MOOR Projects	14,051.00		14,051.00
350 EMR BUILD Watson Hall Lease *	20,000.00		20,000.00
351 EMR BUILD 64 BS Grant Income	144,321.00		144,321.00
354 EMR BUILD TH Maintenance	18,029.00		18,029.00
355 EMR BUILD WH Projects	19,319.00		19,319.00
356 EMR BUILD WH Bar Equipment	2,062.00		2,062.00
357 EMR BUILD 64 BS Projects	11,219.00		11,219.00
359 EMR PLA Community Devel Planni	5,856.00		5,856.00
360 EMR BUILD TH Projects	33,362.00		33,362.00
361 EMR FIN Community Grants	600.00		600.00
362 EMR FIN Tewkes Live Music Fest	2,199.00		2,199.00
364 EMR Buildings Fundraising	720.00		720.00
365 EMR FIN Events and Services	2,439.00		2,439.00
366 EMR BUILD TH Equipment	870.00		870.00
367 EMR E&A Toilet Block Utilities	1,429.00		1,429.00
369 EMR STA Training	2,087.00		2,087.00
370 EMR PLA CIL	2,252.00		2,252.00
371 EMR PLA Planning Consultancy	1,415.00		1,415.00
372 EMR STA Professional Fees	3,792.00		3,792.00
373 EMR E&A Defibrillators	1,500.00		1,500.00
375 EMR BUILD WH Go Fund Me	76.00		76.00
	<u>563,154.21</u>	<u>0.00</u>	<u>563,154.21</u>

Bank Reconciliation Statement as at 30/04/2024
for Cashbook 1 - Lloyds - Business Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Bank Current A/c	30/04/2024		682,541.27
			<u>682,541.27</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			682,541.27
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			682,541.27
		Balance per Cash Book is :-	682,541.27
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Bank Savings A/c	30/04/2024		203,018.14
			<u>203,018.14</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			203,018.14
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			203,018.14
		Balance per Cash Book is :-	203,018.14
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Payments Report February & March 2024

Payments

Cb No	Bank Account Name	Month	Date	Payment Ref	Payee Name	Amount
1	Lloyds - Business Account	11	16/02/2024	1	A&E Fire and Security	1,120.14
1	Lloyds - Business Account	11	16/02/2024	2	Anti Graffiti Systems Ltd	108.00
1	Lloyds - Business Account	11	16/02/2024	3	Cellar Supplies Cheltenham Ltd	795.89
1	Lloyds - Business Account	11	16/02/2024	4	Chinnicks Ttheatre Services	1,670.17
1	Lloyds - Business Account	11	16/02/2024	5	GAPTC	572.90
1	Lloyds - Business Account	11	16/02/2024	6	Gloucester Brewery	43.20
1	Lloyds - Business Account	11	16/02/2024	7	Timber & Hardware Supplies Ltd	17.60
1	Lloyds - Business Account	11	16/02/2024	8	Haywards Tewkesbury Ltd	234.03
1	Lloyds - Business Account	11	16/02/2024	9	Hy-Clean Supplies Limited	291.78
1	Lloyds - Business Account	11	16/02/2024	10	Electrical Plumbing & Building	110.00
1	Lloyds - Business Account	11	16/02/2024	11	Nick Joyce Architects	2,485.43
1	Lloyds - Business Account	11	16/02/2024	12	Orchard Fundraising Ltd	1,170.00
1	Lloyds - Business Account	11	16/02/2024	13	Panacea Business Solutions Ltd	71.02
1	Lloyds - Business Account	11	16/02/2024	14	PAYROLLS UK LTD	80.40
1	Lloyds - Business Account	11	16/02/2024	15	Paul Burdick - ACCLC	90.00
1	Lloyds - Business Account	11	16/02/2024	16	Proactive Business Supplies Lt	17.99
1	Lloyds - Business Account	11	16/02/2024	17	Red Madog – T Live	100.00
1	Lloyds - Business Account	11	16/02/2024	18	Tewkesbury Commons	2,600.00
1	Lloyds - Business Account	11	16/02/2024	19	Tewkesbury Garden Centre	210.00
1	Lloyds - Business Account	11	16/02/2024	20	Trade UK (T/A Screwfix)	129.98
1	Lloyds - Business Account	11	16/02/2024	21	Travis Perkins Trading Company	201.71
1	Lloyds - Business Account	11	16/02/2024	22	Wybone Limited	1,626.23
1	Lloyds - Business Account	11	20/02/2024	120124A	Tewkesbury Friends of the Eart	480.00
1	Lloyds - Business Account	11	20/02/2024	FPO	Gloucester County Council	2,228.37
1	Lloyds - Business Account	11	20/02/2024	FPO	HMRC	2,660.42
1	Lloyds - Business Account	11	20/02/2024	BP	Staff Salaries	8,696.34
1	Lloyds - Business Account	11	20/02/2024	BP	Staff Salaries	1,156.42
1	Lloyds - Business Account	11	20/02/2024	BP	Staff Salaries	127.89
1	Lloyds - Business Account	12	04/03/2024	1	AG Boniface & Sons Ltd	46,294.13
1	Lloyds - Business Account	12	04/03/2024	2	Cellar Supplies Cheltenham Ltd	204.51
1	Lloyds - Business Account	12	04/03/2024	3	Caroline Corsie	1,250.00
1	Lloyds - Business Account	12	04/03/2024	4	Fleet Graphics Tewkesbury Ltd	413.00
1	Lloyds - Business Account	12	04/03/2024	5	Tewkesbury Friends of the Eart	480.00
1	Lloyds - Business Account	12	04/03/2024	6	Gloucestershire County Council	70.00
1	Lloyds - Business Account	12	04/03/2024	7	Gloucester Brewery	180.00
1	Lloyds - Business Account	12	04/03/2024	8	Hy-Clean Supplies Limited	194.36
1	Lloyds - Business Account	12	04/03/2024	9	Nick Joyce Architects	2,640.55
1	Lloyds - Business Account	12	04/03/2024	10	William Spry - Stocktaker	210.00
1	Lloyds - Business Account	12	04/03/2024	11	Wybone Limited	633.58
1	Lloyds - Business Account	12	04/03/2024	FPO	Debbie Hill	7.20
1	Lloyds - Business Account	11	01/02/2024	Std Ord	IMEX	57.60
1	Lloyds - Business Account	11	14/02/2024	Std Ord	GAB	5,950.00
1	Lloyds - Business Account	11	15/02/2024	Std Ord	Countrywide Grounds Maintenanc	211.00
1	Lloyds - Business Account	11	28/02/2024	Std Ord	Diversity Business Services	165.00
1	Lloyds - Business Account	11	27/02/2024	FPO	Jenantone	50.00
1	Lloyds - Business Account	11	05/02/2024	DEB	TV Licensing	159.00
1	Lloyds - Business Account	11	01/02/2024	002492	Petty Cash	100.00
1	Lloyds - Business Account	11	06/02/2024	002493	Land Registry	35.00

Payments Report February & March 2024

Payments

Cb No	Bank Account Name	Month	Date	Payment Ref	Payee Name	Amount
1	Lloyds - Business Account	11	06/02/2024	CHQ	Land Registry	35.00
1	Lloyds - Business Account	11	15/02/2024	CHQ	Land Registry	35.00
1	Lloyds - Business Account	11	26/02/2024	DD	NEST	204.87
1	Lloyds - Business Account	11	01/02/2024	Feb 2024	Tesco Mobile	27.98
1	Lloyds - Business Account	11	05/02/2024	28605500	Opus Gas Supply Limited	836.01
1	Lloyds - Business Account	11	08/02/2024	680702	Inty Limited	125.66
1	Lloyds - Business Account	11	16/02/2024	C463341	Smith's (Gloucester) Limited	37.20
1	Lloyds - Business Account	11	14/02/2024	0011 GR	Octopus Energy - Glos Rd Toile	87.81
1	Lloyds - Business Account	11	14/02/2024	0011 SG	Octopus Energy - Oldbury Rd To	175.18
1	Lloyds - Business Account	11	19/02/2024	187.03	Charlton Networks	187.03
1	Lloyds - Business Account	11	19/02/2024	04632859	Waterplus (Trough B. Avon - 08	4.79
1	Lloyds - Business Account	11	20/02/2024	04686005	Waterplus (PC Spring Gdns. - 0	106.42
1	Lloyds - Business Account	11	20/02/2024	04686781	Waterplus (Town Hall - 0385036	120.63
1	Lloyds - Business Account	11	23/02/2024	04745944	Waterplus (Watson Hall Bar- 03	60.81
1	Lloyds - Business Account	11	26/02/2024	207028	Digital Telecom Ltd	53.75
1	Lloyds - Business Account	11	26/02/2024	207027	Digital Telecom Ltd	78.72
1	Lloyds - Business Account	11	28/02/2024	PAY	Lloyds	38.39
1	Lloyds - Business Account	11	29/02/2024	04896045	Waterplus (Watson Hall - 03850	49.79
1	Lloyds - Business Account	11	26/02/2024	28637640	Opus Gas Supply Limited	328.49
1	Lloyds - Business Account	11	26/02/2024	28637642	Opus Gas Supply Limited	252.00
3	Petty Cash	11	29/02/2024	CASH	cash	88.38
1	Lloyds - Business Account	12	07/03/2024	12	A&E Fire and Security	102.91
1	Lloyds - Business Account	12	07/03/2024	13	Timber & Hardware Supplies Ltd	53.50
1	Lloyds - Business Account	12	07/03/2024	14	Haywards Tewkesbury Ltd	189.44
1	Lloyds - Business Account	12	07/03/2024	15	Panacea Business Solutions Ltd	54.17
1	Lloyds - Business Account	12	07/03/2024	16	PAYROLLS UK LTD	157.20
1	Lloyds - Business Account	12	07/03/2024	17	Proactive Business Supplies Lt	40.76
1	Lloyds - Business Account	12	07/03/2024	18	Skys The Limit Mobile Access S	2,100.00
1	Lloyds - Business Account	12	04/03/2024	FPO	Gloucester County Council	2,228.37
1	Lloyds - Business Account	12	04/03/2024	FPO	HMRC	2,665.62
1	Lloyds - Business Account	12	01/03/2024	March 2024	Tesco Mobile	27.98
1	Lloyds - Business Account	12	04/03/2024	04861071	Waterplus (Trough B. Avon - 08	7.81
1	Lloyds - Business Account	12	14/03/2024	19	GK Engineering, Building & Mar	1,360.00
1	Lloyds - Business Account	12	14/03/2024	20	The Nestbox Company	854.10
1	Lloyds - Business Account	12	14/03/2024	21	DDC Foods Ltd.	93.55
1	Lloyds - Business Account	12	14/03/2024	22	Orchard Fundraising Ltd	990.00
1	Lloyds - Business Account	12	14/03/2024	23	Packwood Printers Ltd	86.40
1	Lloyds - Business Account	12	15/03/2024	13/3/24	GK Engineering, Building & Mar	3,500.00
1	Lloyds - Business Account	12	05/03/2024	903909	Cellar Supplies Cheltenham Ltd	231.51
1	Lloyds - Business Account	12	13/03/2024	917907	Cellar Supplies Cheltenham Ltd	310.10
1	Lloyds - Business Account	12	25/03/2024	DD	NEST	204.87
1	Lloyds - Business Account	12	01/03/2024	Std Ord	IMEX	57.60
1	Lloyds - Business Account	12	14/03/2024	Std Ord	GAB	5,950.00
1	Lloyds - Business Account	12	15/03/2024	Std Ord	Countrywide Grounds Maintenanc	211.00
1	Lloyds - Business Account	12	08/03/2024	694372	Inty Limited	125.66
1	Lloyds - Business Account	12	12/03/2024	0012	Octopus Energy - Glos Rd Toile	11.38
1	Lloyds - Business Account	12	12/03/2024	0012-2	Octopus Energy - Oldbury Rd To	35.03
1	Lloyds - Business Account	12	12/03/2024	40457	Charlton Networks	186.96

31/05/2024

Tewkesbury Town Council

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Payments Report February & March 2024

Payments

Cb No	Bank Account Name	Month	Date	Payment Ref	Payee Name	Amount
1	Lloyds - Business Account	12	19/03/2024	05002027	Waterplus (Town Hall - 0385036	111.88
1	Lloyds - Business Account	12	22/03/2024	05056407	Waterplus (Watson Hall Bar- 03	54.23
1	Lloyds - Business Account	12	25/03/2024	207208	Digital Telecom Ltd	53.75
1	Lloyds - Business Account	12	25/03/2024	207209	Digital Telecom Ltd	78.71
1	Lloyds - Business Account	12	27/03/2024	918483	Cellar Supplies Cheltenham Ltd	1,597.57
1	Lloyds - Business Account	12	12/03/2024	DEB	The Flag Shop	17.98
1	Lloyds - Business Account	12	26/03/2024	FPO	Montvieux (refund)	401.28
1	Lloyds - Business Account	12	15/03/2024	C467251	Smith's (Gloucester) Limited	673.80
1	Lloyds - Business Account	12	27/03/2024	24	Fleet Graphics Tewkesbury Ltd	142.80
1	Lloyds - Business Account	12	27/03/2024	25	Glos Playing fields Associatio	100.00
1	Lloyds - Business Account	12	27/03/2024	26	Gloucester Brewery	244.80
1	Lloyds - Business Account	12	27/03/2024	27	Laithwaites Wine Gloucester	185.52
1	Lloyds - Business Account	12	27/03/2024	28	PAYROLLS UK LTD	66.00
1	Lloyds - Business Account	12	27/03/2024	29	Tewkesbury Borough Council	222.00
1	Lloyds - Business Account	12	27/03/2024	FPO	Gloucester County Council	2,228.37
1	Lloyds - Business Account	12	27/03/2024	FPO	HMRC	2,656.22
1	Lloyds - Business Account	12	27/03/2024	FPO	Tewkesbury Civic Society	59.00
1	Lloyds - Business Account	12	27/03/2024	DEB	Springfield Pets Centre (swans nesting)	8.75
1	Lloyds - Business Account	12	28/03/2024	DEB	Pets at Home (swans nesting)	13.57
1	Lloyds - Business Account	12	28/03/2024	PAY	Lloyds	30.61
1	Lloyds - Business Account	12	28/03/2024	28/3/24	GK Engineering, Building & Mar	5,855.00
1	Lloyds - Business Account	12	20/03/2024	DEB	Monarch	431.50
1	Lloyds - Business Account	12	19/03/2024	DEB	Gov.uk	3.00
1	Lloyds - Business Account	12	19/03/2024	DEB	Gov.uk	3.00
1	Lloyds - Business Account	12	19/03/2024	DEB	Gov.uk	3.00
1	Lloyds - Business Account	12	19/03/2024	DEB	gov.uk	3.00
1	Lloyds - Business Account	12	20/03/2024	FPO	Staff Salaries	8,696.74
1	Lloyds - Business Account	12	20/03/2024	BP	Staff Salaries	851.97
1	Lloyds - Business Account	12	20/03/2024	BP	Staff Salaries	56.84
1	Lloyds - Business Account	12	19/03/2024	04994725	Waterplus (PC Spring Gdns)	86.65
1	Lloyds - Business Account	12	28/03/2024	Std Ord	Diversity Business Services	165.00
1	Lloyds - Business Account	12	26/02/2024	FPO	Insight Gloucester	354.00

31/05/2024

Tewkesbury Town Council

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Payments Report April 2024

Payments

Cb No	Bank Account Name	Month	Date	Payment Ref	Payee Name	Amount
1	Lloyds - Business Account	1	24/04/2024	FPO	Insight Gloucester	354.00
1	Lloyds - Business Account	1	01/04/2024	Std Ord	IMEX	57.60
1	Lloyds - Business Account	1	14/04/2024	Std Ord	GAB	6,188.00
1	Lloyds - Business Account	1	15/04/2024	Std Ord	Countrywide Grounds Maintenanc	211.00
1	Lloyds - Business Account	1	19/04/2024	DD	Siemens	513.79
1	Lloyds - Business Account	1	28/04/2024	Std Ord	Diversity Business Services	165.00
1	Lloyds - Business Account	1	02/04/2024	April 2024	Tesco Mobile	27.98
1	Lloyds - Business Account	1	03/04/2024	05195971	Waterplus (Trough B. Avon - 08	7.32
1	Lloyds - Business Account	1	03/04/2024	04896045	Waterplus (Watson Hall - 03850	62.53
1	Lloyds - Business Account	1	04/04/2024	933488	Cellar Supplies Cheltenham Ltd	58.79
1	Lloyds - Business Account	1	08/04/2024	708450	Inty Limited	125.66
1	Lloyds - Business Account	1	15/04/2024	C470958	Smith's (Gloucester) Limited	147.12
1	Lloyds - Business Account	1	16/04/2024	0013	Octopus Energy - Glos Rd Toile	78.61
1	Lloyds - Business Account	1	18/04/2024	947841	Cellar Supplies Cheltenham Ltd	337.20
1	Lloyds - Business Account	1	24/04/2024	948238	Cellar Supplies Cheltenham Ltd	161.69
1	Lloyds - Business Account	1	25/04/2024	207575	Digital Telecom Ltd	53.75
1	Lloyds - Business Account	1	25/04/2024	207574	Digital Telecom Ltd	78.71
1	Lloyds - Business Account	1	02/04/2024	01488	London Hearts	900.00
1	Lloyds - Business Account	1	15/04/2024	07882	London Hearts	1,800.00
1	Lloyds - Business Account	1	24/04/2024	FPO	Gloucester County Council	2,212.00
1	Lloyds - Business Account	1	24/04/2024	FPO	HMRC	1,697.10
1	Lloyds - Business Account	1	24/04/2024	DD	NEST	204.87
1	Lloyds - Business Account	1	05/04/2024	DEB	Hair therapy	25.00
1	Lloyds - Business Account	1	12/04/2024	DEB	Gloucester County Council	6.00
1	Lloyds - Business Account	1	12/04/2024	DEB	Gloucester County Council	7.50
1	Lloyds - Business Account	1	17/04/2024	05	Cotswold Cleaning	375.00
1	Lloyds - Business Account	1	17/04/2024	498778	Dormakaba	194.40
1	Lloyds - Business Account	1	17/04/2024	14304	Upton Glass & Glazing Limited	595.78
1	Lloyds - Business Account	1	17/04/2024	7737	Nick Joyce Architects	2,801.09
1	Lloyds - Business Account	1	17/04/2024	2633	A2B Removals Nationwide Ltd	3,672.00
1	Lloyds - Business Account	1	17/04/2024	5227	AG Boniface & Sons Ltd	49,779.46
1	Lloyds - Business Account	1	19/04/2024	BP	Staff Salaries	8,860.89
1	Lloyds - Business Account	1	19/04/2024	BP	Staff Salaries	2,207.86
1	Lloyds - Business Account	1	19/04/2024	BP	Staff Salaries	85.26
1	Lloyds - Business Account	1	17/04/2024	DEB	Emerging trend	39.22
1	Lloyds - Business Account	1	08/04/2024	2496	Petty Cash	100.00
1	Lloyds - Business Account	1	19/04/2024	05317251	Waterplus (Town Hall - 0385036	117.98
1	Lloyds - Business Account	1	23/04/2024	05359520	Waterplus (Watson Hall Bar- 03	61.25
1	Lloyds - Business Account	1	22/04/2024	40578	Charlton Networks	186.56
1	Lloyds - Business Account	1	30/04/2024	05480055	Waterplus (Trough B. Avon - 08	7.91
1	Lloyds - Business Account	1	16/04/2024	0013	Octopus Energy - Oldbury Rd To	152.54
1	Lloyds - Business Account	1	10/04/2024	10/4/24	Cellar Supplies Cheltenham Ltd	58.79
1	Lloyds - Business Account	1	22/04/2024	05330475	Waterplus (Toilet Block - 0513	36.64
1	Lloyds - Business Account	1	22/04/2024	Std Ord	TBC - TC	356.90
1	Lloyds - Business Account	1	25/04/2024	PAY	Lloyds	32.27
1	Lloyds - Business Account	1	24/04/2024	FPO	Bands for hire	70.00
1	Lloyds - Business Account	1	24/04/2024	FPO	Insight Gloucestershire	354.00

31/05/2024

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Tewkesbury Town Council

Payments Report April 2024

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	Lloyds - Business Account	1	29/04/2024	DEB	Facebook	20.00
1	Lloyds - Business Account	1	30/04/2024	FPO	Priors Park Community Church	450.00
3	Petty Cash	1	30/04/2024	CASH	Petty cash	47.38

31st March 2023

31 March 2024

31st March 2023		31 March 2024
	Current Assets	
1,998	Sales	2,404
6,401	VAT Control A/c	21,899
4,875	Prepayments	1,670
24,605	Income Accruals	0
3,628	Stock	5,013
296,454	Current Bank A/c	496,835
5,216	Lloyds Bank - Mayor's Charity	9,289
83	Petty Cash	0
112,917	Lloyds Bank - Savings A/c	202,552
1,200	Floats	1,200
457,377		740,862
457,377	Total Assets	740,862
	Current Liabilities	
11,696	Creditors	25,387
24,090	Accruals	2,650
18,385	Receipts in Advance	0
54,170		28,037
403,207	Total Assets Less Current Liabilities	712,825
	Represented By	
126,064	General Reserves	149,671
20,264	EMR B&M 64 BS Maintenance	66,935
250	EMR B&M Town Hall Gardens	250
19,894	EMR B&M Moorings Prior's Court	19,894
1,708	EMR E&A Noticeboards & Swapbox	1,708
20,105	EMR E&A Playground Projects	24,003
4,105	EMR E&A Youth	4,105
6,876	EMR B&M War Memorial	7,876
6,140	EMR SH Severn Ham	34,133
2,500	EMR E&A CCTV	4,125
5,650	EMR E&A Tree Maintenance	5,650
3,050	EMR E&A Street Furniture	6,014
3,108	EMR E&A Toilet Block Project	13,145
2,640	EMR E&A Bus Shelters	10,773
0	EMR FIN Regalia	209
2,160	EMR FIN Website	2,520

31st March 2023

31 March 2024

5,237	EMR FIN Professional Fees	5,237
14,087	EMR FIN Legal	17,467
4,000	EMR FIN Elections	5,000
1,474	EMR FIN Tourism & Marketing	1,757
1,500	EMR FIN Newsletter	2,148
10,000	EMR SH Weeding	22,679
8,000	EMR SH Severn Ham Tree Maint	8,000
8,675	EMR SH Hay Sowing Project	8,675
10,738	EMR SH Footpath Repairs	3,253
1,306	EMR PLA Comm. & Display	0
6,363	EMR B&M Moorings Projects	14,051
20,000	EMR B&M Watson Hall Lease *	20,000
2,433	EMR B&M 64 BS Grant Income	144,321
10,129	EMR B&M TH Maintenance	18,029
19,319	EMR B&M WH Projects	19,319
1,914	EMR B&M WH Bar Equipment	2,062
11,219	EMR B&M 64 BS Projects	11,219
5,000	EMR SH Mythe Nature Reserve	0
2,500	EMR PLA Community Devel Planni	5,856
26,627	EMR B&M TH Projects	33,362
622	EMR FIN Community Grants	600
0	EMR FIN Tewkes Live Music Fest	2,199
307	EMR B&M WH Maintenance	0
720	EMR Buildings Fundraising	720
482	EMR FIN Events and Services	2,439
870	EMR B&M TH Equipment	870
1,429	EMR E&A Toilet Block Utilities	1,429
1,655	EMR E&A VAS Repairs	0
2,087	EMR STA Training	2,087
0	EMR CIL	2,252
0	EMR Planning Consultancy	1,415
0	EMR STA Professional Fees	3,792
0	EMR Defibrillators	1,500
0	EMR Go Fund Me	76

 403,207

 712,825

Tewkesbury Town Council

Income and Expenditure Account for Year Ended 31 March 2024

31st March 2023		31 March 2024
	Operating Income	
460,026	Finance	519,872
4,683	Mayor's Charity	4,074
(17,345)	Tewkesbury Live	45,646
0	Christmas Lights	130
40,460	Moorings	17,955
0	64 Barton Street	330,325
9,639	Town Hall	26,135
0	Outside Spaces	11,955
0	Planning	5,608
43,708	Severn Ham	71,949
79,387	Watson Hall	81,910
368	Memorial Benches	815
<u>620,925</u>	Total Income	<u>1,116,373</u>
	Running Costs	
215,595	Staffing	233,087
77,764	Finance	53,391
2,759	Mayor's Charity	0
921	Tewkesbury Live	43,447
0	Christmas Lights	6,604
0	Fundraising	2,175
43,870	Moorings	68,437
21,675	64 Barton Street	189,573
29,316	Town Hall	52,055
22	War Memorial	0
1,926	Play Parks	8,246
18,926	Spring Gardens	3,002
3,160	Gloucester Road	1,685
3,912	Cleaning & Consumables	5,217
20,619	Outside Spaces	20,060
0	Planning	4,065
16,471	Severn Ham	32,460
102,781	Watson Hall	83,253
2,209	Memorial Benches	0
<u>561,926</u>	Total Expenditure	<u>806,755</u>
	General Fund Analysis	
121,463	Opening Balance	126,064
620,925	Plus : Income for Year	1,116,373
<u>742,389</u>		<u>1,242,437</u>
561,926	Less : Expenditure for Year	806,755
<u>180,463</u>		<u>435,682</u>
54,398	Transfers TO / FROM Reserves	286,011
<u>126,064</u>	Closing Balance	<u>149,671</u>

ANNUAL RETURN
FOR THE YEAR ENDED 31 MARCH 2024
Tewkesbury Town Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer Date

I confirm that these accounts are approved by the Council and recorded as council minute reference Dated

Signed on behalf of the above Council (Chair) Date

		<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
1	Balances brought forward	344,208	403,207	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.
2	(+) Precept or Rates and Levies	419,939	469,750	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3	(+) Total other receipts	200,986	646,623	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4	(-) Staff costs	160,281	173,233	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5	(-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6	(-) All other payments	401,645	633,522	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7	(=) Balances carried forward	403,207	712,825	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8	Total value of cash and short term investments	415,869	709,876	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9	Total fixed assets plus long term investments and assets	6,113,304	6,208,761	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10	Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 2;
- * Bank Reconciliation as at 31 March

SUMMARY OF ASSETS BY GROUP NAME

<u>Group</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
Equipment & Machinery	50,924.01	50,924.01	14,854.00
Furniture & Fittings	79,605.92	79,605.92	0.00
Land & Buildings	5,430,885.00	5,430,885.00	5,430,876.00
Outdoor Play Equipment	173,364.00	173,364.00	123,447.00
Pictures, Regalia & Artefacts	271,793.99	271,793.99	0.00
Street Furniture	202,476.01	202,276.01	112,791.00
TOTAL	<u>6,209,048.93</u>	<u>6,208,848.93</u>	<u>5,681,968.00</u>