


**TEWKESBURY TOWN COUNCIL
FINANCE COMMITTEE
MONDAY 4TH NOVEMBER 2024**

To: Members of Finance Committee: Councillors P Jones (Chair), P Brookes, S Danter, A Hayes, K Moran, 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 4th November 2024 commencing at 6.00pm**

Members of the public and press are welcome to attend.



Debbie Hill, Town Clerk
30th October 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 2nd September 2024
5. Matters arising from the minutes of 2nd September – 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 to 30th September 2024 and bank reconciliations of the Town Council for August and September 2024
9. To review the payments report for August & September 2024
10. To approve the payments list
11. To consider and agree grant applications from outside bodies
12. To consider whether to carry out reinstatement cost evaluations at the Town Hall, 64 Barton Street and Gloucester Road & Oldbury Road public conveniences for insurance purposes
13. To consider budgetary requirements for the year 2025-2026 and the forward budget
14. To receive an update from the internal control checkers

15. To receive an update from the Town Clerk on Tewkesbury Live 2024 income and expenditure

**MINUTES of
the**

Finance Committee meeting held on 1st July 2024 at 6:00PM in the Town Hall, Tewkesbury

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

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

- F.24.035 To receive apologies**
None.
- F.24.036 To receive declarations of interest**
None.
- F.24.037 To receive dispensations**
None
- F.24.038 To approve the minutes of the Finance Committee meetings held on 1st July 2024**
It was RESOLVED to approve the minutes of the Finance Committee meeting held on 1st July 2024. Proposed by Cllr Brookes, seconded by Cllr Hayes.
- F.24.039 Matters arising from the minutes of 1st July – for Information only**
24.030 Grant application from Pride in Tewkesbury – breakdown of the £800 request obtained and referred to Full Council - complete.
- F.24.040 To receive correspondence relating to the Finance Committee**
The Town Clerk reported that Annual Return and associated documents had been received by the external auditor.
- F.24.041 Public Participation**
None
- F.24.042 To review the financial reports to 31st July 2024 and bank reconciliations of the Town Council for June and July 2024**
The reports and bank reconciliations were reviewed.
Action: expenditure relating to purchase of defibrillators coded to 120 4390, need to be moved to E&A cost centre.
It was noted the expenditure under Mayor’s Charity account relates to 2023/24 financial year.
- F.24.043 To review the payments report for June and July 2024**
The payments report was reviewed.
- F.24.044 To approve the payments list**
It was RESOLVED to approve payments totalling £4,491.98. Proposed by Cllr Danter, seconded by Cllr J Raywood.
Post meeting note: subsequent to approving the payments list it was noted that there was an error on the amount of the invoice from Tewkesbury Rugby Club. The

correct amount should be £630, not £636.25. Accordingly the total payments made was reduced by £6.25.

F.24.045 To receive an update from the Town Clerk on the current financial situation with regards to Tewkesbury Live 2024 income and expenditure

The Town circulated a report showing the current and projected income and expenditure for Tewkesbury Live. The report was noted.

Action: Town Clerk to add an update to the November agenda.

F.24.046 To approve payments relating to Tewkesbury Live 2024

It was RESOLVED to approve payments totalling £25,900 relating to Tewkesbury Live 2024 and to approve expenditure of £3,500 to Spa Security. Proposed by Cllr J Raywood, seconded by Cllr Brookes.

F.24.047 To consider and agree grant applications from outside bodies

None.

F.24.048 To receive a report from the internal control checkers

Cllr Brookes reported that there will be a meeting on 10th and 11th September.

Action: Town Clerk to add this item to the next agenda.

F.24.049 Review of finance risk register

The finance risk register was reviewed. Next reviewed scheduled for September 2025.

There being no further business the meeting closed at 19:05

Signature of Chairman upon approval of the minutes 4th November 2024

Detailed Income & Expenditure by Budget Heading

Month No: 6

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	494,540	494,540	0			
1090 Interest Received	3,533	4,000	467			
Finance :- Income	498,073	498,540	467			0
4100 Professional Fees	(540)	1,000	1,540		1,540	
4150 Mayors Allowance	1,500	1,500	0		0	
4160 Bank Charges	403	825	422		422	
4170 Audit Fees	(850)	2,500	3,350		3,350	
4180 Legal Fees	2,160	6,000	3,840		3,840	
4190 Subscriptions & Memberships	2,797	3,500	703		703	
4200 Insurance	18,740	18,000	(740)		(740)	
4210 Stationery Office Equipment	332	1,500	1,168		1,168	
4220 Telephone & Broadband (TC)	564	1,100	536		536	
4230 Photocopier	1,391	2,600	1,209		1,209	
4240 Website	633	900	267		267	
4250 IT	3,396	9,000	5,604		5,604	
4260 Publications	0	100	100		100	
4270 Newsletter	415	500	85		85	
4280 Events & Services	44	3,000	2,956	340	2,616	
4290 Regalia	0	5,000	5,000		5,000	
4300 Civic	809	600	(209)		(209)	
4310 Tourism & Marketing	90	2,000	1,910		1,910	
4320 Town Crier	500	1,000	500		500	
4330 Community Grants	7,220	8,000	780		780	
4350 Elections	0	1,000	1,000		1,000	
4390 Grant Expenditure	750	0	(750)		(750)	
4990 Sundries/Petty Cash	141	600	459		459	
Finance :- Indirect Expenditure	40,496	70,225	29,729	340	29,389	0
Net Income over Expenditure	457,577	428,315	(29,262)			
<u>130 Mayor's Charity</u>						
1200 Mayor's Charity Income	157	0	(157)			
Mayor's Charity :- Income	157	0	(157)			0
4410 Mayor's Charity Expenditure	2,978	0	(2,978)		(2,978)	
Mayor's Charity :- Indirect Expenditure	2,978	0	(2,978)	0	(2,978)	0
Net Income over Expenditure	(2,821)	0	2,821			

Detailed Income & Expenditure by Budget Heading

Month No: 6

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>140</u> <u>Tewkesbury Live</u>						
1120 Tewkesbury Live Grants Receive	26,514	0	(26,514)			
1121 Tewkes Live Income	39,328	35,000	(4,328)			
Tewkesbury Live :- Income	<u>65,842</u>	<u>35,000</u>	<u>(30,842)</u>			<u>0</u>
4370 Tewkesbury Live Expenditure	34,759	35,000	241		241	2,199
4390 Grant Expenditure	5,976	0	(5,976)		(5,976)	
Tewkesbury Live :- Indirect Expenditure	<u>40,734</u>	<u>35,000</u>	<u>(5,734)</u>	<u>0</u>	<u>(5,734)</u>	<u>2,199</u>
Net Income over Expenditure	<u>25,107</u>	<u>0</u>	<u>(25,107)</u>			
6000 plus Transfer from EMR	2,199					
Movement to/(from) Gen Reserve	<u>27,306</u>					
<u>150</u> <u>Christmas Lights</u>						
1125 Christmas Lights Income	4,026	4,000	(26)			
Christmas Lights :- Income	<u>4,026</u>	<u>4,000</u>	<u>(26)</u>			<u>0</u>
4375 Christmas Lights	0	7,500	7,500		7,500	
4560 Electric	339	0	(339)		(339)	
Christmas Lights :- Indirect Expenditure	<u>339</u>	<u>7,500</u>	<u>7,161</u>	<u>0</u>	<u>7,161</u>	<u>0</u>
Net Income over Expenditure	<u>3,687</u>	<u>(3,500)</u>	<u>(7,187)</u>			
Finance :- Income	<u>568,097</u>	<u>537,540</u>	<u>(30,557)</u>			
Expenditure	<u>84,547</u>	<u>112,725</u>	<u>28,178</u>	<u>340</u>	<u>27,838</u>	
Net Income over Expenditure	<u>483,550</u>	<u>424,815</u>	<u>(58,735)</u>			
plus Transfer from EMR	<u>2,199</u>					
Movement to/(from) Gen Reserve	<u>485,749</u>					
Grand Totals:- Income	<u>568,097</u>	<u>537,540</u>	<u>(30,557)</u>			
Expenditure	<u>84,547</u>	<u>112,725</u>	<u>28,178</u>	<u>340</u>	<u>27,838</u>	
Net Income over Expenditure	<u>483,550</u>	<u>424,815</u>	<u>(58,735)</u>			
plus Transfer from EMR	<u>2,199</u>					
Movement to/(from) Gen Reserve	<u>485,749</u>					

Earmarked Reserves

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	0.00
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	0.00
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	0.00
375 EMR BUILD WH Go Fund Me	76.00		76.00
	<u>563,154.21</u>	<u>-148,020.00</u>	<u>415,134.21</u>

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Bank Current A/c	31/08/2024		331,838.30
			<u>331,838.30</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			331,838.30
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			331,838.30
		Balance per Cash Book is :-	331,838.30
		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	31/08/2024	81	355,328.87
			<u>355,328.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			355,328.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			355,328.87
		Balance per Cash Book is :-	355,328.87
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation Statement as at 30/09/2024
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	30/09/2024		545,358.25
			<u>545,358.25</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			545,358.25
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			545,358.25
		Balance per Cash Book is :-	545,358.25
		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	30/09/2024	82	356,084.09
			<u>356,084.09</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			356,084.09
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			356,084.09
		Balance per Cash Book is :-	356,084.09
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

AGENDA ITEM 12 - REINSTATEMENT COST ASSESSMENT

Tewkesbury Town Council's insurance company recommends that reinstatement cost assessments are carried out every three to five years to ensure the buildings are covered for the correct insurance value and to avoid underinsurance. In particular, the grade 2* listed buildings as the cost of materials, labour, architect's fees and other factors will be far greater than a non-listed property. Additionally, 64 Barton Street has undergone recent refurbishment and this is likely to have an impact on the reinstatement cost.

Quotes have been obtained through the insurance company for the assessment for each building. Desktop quotations can be done for two locations (Gloucester Road & Oldbury Road Public Toilets) the rest would need a site visit.

Quotation breakdown below. Instruction to proceed with Watson Hall valuations already given as this is requirement for the work underway in relation to the George Watson Memorial Hall charity.

Individual RCA quotes:

Town Hall, High Street, Tewkesbury, GL20 5AL – DV (£2,422,905) – Grade II* Listed:

- On-site RCA = £1,230 + VAT

Watson Hall, Barton Street, Tewkesbury, Gloucestershire, GL20 5PX – DV (£1,325,648)

- **On-site RCA = £820 + VAT**

Gloucester Road Public Toilets, Tewkesbury, Gloucestershire, GL20 5SP – DV (£72,678):

- On-site RCA = £535 + VAT
- Desktop = £140 + VAT

Oldbury Road Public Toilets, Oldbury Road, Tewkesbury, Gloucestershire, GL20 5NB – DV (£89,637)

- On-site RCA = £535 + VAT
- Desktop RCA = £140 + VAT

Town Museum, 64 Barton Street, Tewkesbury, Gloucestershire, GL20 5PX – DV (£1,288,825) - Grade II* Listed:

- On-site RCA = £1,230 + VAT

Town Band Room, Saffron Road, Tewkesbury, Gloucestershire, GL20 5AL – DV (£174,558):

- **On-site RCA = £535 + VAT**

Total – 6 separate RCA reports – Comb DV = £5,374,251:

On-site RCA = £4,885 + VAT

Total with Desktop* Option – 6 separate RCA reports (4 on-site & 2 Desktops)– Comb DV = £5,374,251:

On-site & Desktop RCA = £4,095 + VAT

Annual Budget - By Committee (Actual YTD Month 7)

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Finance</u>												
<u>120</u>	<u>Finance</u>											
1076	Precept	469,750	469,750	0	0	494,540	0	494,540	494,540	0	0	0
1090	Interest Received	120	4,711	0	0	4,000	0	4,000	3,533	5,500	0	0
1100	Grant Income	0	750	0	0	0	0	0	0	0	0	0
1110	Warm Spaces Grant Recieved	0	720	0	0	0	0	0	0	0	0	0
1850	HAZ Income	0	43,940	0	0	0	0	0	0	0	0	0
	Total Income	469,870	519,872	0	0	498,540	0	498,540	498,073	5,500	0	0
4100	Professional Fees	1,000	1,055	0	0	1,000	0	1,000	-540	1,000	0	0
4150	Mayors Allowance	1,500	1,500	0	0	1,500	0	1,500	1,500	1,500	0	0
4160	Bank Charges	800	664	0	0	825	0	825	403	850	0	0
4170	Audit Fees	2,000	5,356	0	0	2,500	0	2,500	-850	2,500	0	0
4180	Legal Fees	6,000	2,620	0	0	6,000	0	6,000	2,160	6,000	0	0
4190	Subscriptions & Memberships	3,500	3,238	0	0	3,500	0	3,500	2,797	3,500	0	0
4200	Insurance	17,000	16,842	0	0	18,000	0	18,000	18,740	20,000	0	0
4210	Stationery Office Equipment	1,500	942	0	0	1,500	0	1,500	332	1,200	0	0
4212	Councillor Expenses	100	0	0	0	0	0	0	0	0	0	0
4220	Telephone & Broadband (TC)	1,000	1,114	0	0	1,100	0	1,100	659	1,200	0	0
4230	Photocopier	2,600	2,483	0	0	2,600	0	2,600	1,391	2,800	0	0
4240	Website	800	440	0	0	900	0	900	633	900	0	0
4250	IT	5,000	5,074	0	0	9,000	0	9,000	3,396	7,000	0	0
4260	Publications	100	141	0	0	100	0	100	0	100	0	0
4270	Newsletter	1,061	413	0	0	500	0	500	415	500	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4280	Events & Services	3,000	1,043	0	0	3,000	0	3,000	44	3,000	0	0
4290	Regalia	500	291	0	0	5,000	0	5,000	0	1,000	0	0
4300	Civic	1,061	1,246	0	0	600	0	600	809	1,000	0	0
4310	Tourism & Marketing	500	218	0	0	2,000	0	2,000	90	2,000	0	0
4320	Town Crier	1,000	1,000	0	0	1,000	0	1,000	1,000	1,000	0	0
4330	Community Grants	7,500	7,522	0	0	8,000	0	8,000	7,220	9,000	0	0
4350	Elections	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
4390	Grant Expenditure	0	0	0	0	0	0	0	750	400	0	0
4990	Sundries/Petty Cash	1,000	189	0	0	600	0	600	141	0	0	0
	Overhead Expenditure	59,522	53,391	0	0	70,225	0	70,225	41,090	67,450	0	0
	120 Net Income over Expenditure	410,348	466,480	0	0	428,315	0	428,315	456,982	-61,950	0	0
6000	plus Transfer from EMR	0	-7,815	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	410,348	458,665			428,315		428,315	456,982	(61,950)		
<u>130</u>	<u>Mayor's Charity</u>											
1200	Mayor's Charity Income	0	4,074	0	0	0	0	0	157	0	0	0
	Total Income	0	4,074	0	0	0	0	0	157	0	0	0
4410	Mayor's Charity Expenditure	0	0	0	0	0	0	0	2,978	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	2,978	0	0	0
	Movement to/(from) Gen Reserve	0	4,074			0		0	(2,821)	0		
<u>140</u>	<u>Tewkesbury Live</u>											
1120	Tewkesbury Live Grants Receive	0	0	0	0	0	0	0	26,514	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1121	Tewkes Live Income	20,000	45,646	0	0	35,000	0	35,000	39,328	45,000	0	0
	Total Income	20,000	45,646	0	0	35,000	0	35,000	65,842	45,000	0	0
4370	Tewkesbury Live Expenditure	22,000	43,447	0	0	35,000	0	35,000	34,958	45,000	0	0
4390	Grant Expenditure	0	0	0	0	0	0	0	5,976	0	0	0
	Overhead Expenditure	22,000	43,447	0	0	35,000	0	35,000	40,934	45,000	0	0
	140 Net Income over Expenditure	-2,000	2,199	0	0	0	0	0	24,908	0	0	0
6000	plus Transfer from EMR	0	-2,029	0	0	0	0	0	2,199	0	0	0
	Movement to/(from) Gen Reserve	(2,000)	170			0		0	27,107	0		
<u>150</u>	<u>Christmas Lights</u>											
1125	Christmas Lights Income	3,910	130	0	0	4,000	0	4,000	4,026	3,000	0	0
	Total Income	3,910	130	0	0	4,000	0	4,000	4,026	3,000	0	0
4375	Christmas Lights	6,683	6,351	0	0	7,500	0	7,500	0	10,000	0	0
4560	Electric	0	253	0	0	0	0	0	339	400	0	0
	Overhead Expenditure	6,683	6,604	0	0	7,500	0	7,500	339	10,400	0	0
	Movement to/(from) Gen Reserve	(2,773)	(6,474)			(3,500)		(3,500)	3,687	(7,400)		
	Finance - Income	493,780	569,721	0	0	537,540	0	537,540	568,097	53,500	0	0
	Expenditure	88,205	103,442	0	0	112,725	0	112,725	85,341	122,850	0	0
	Net Income over Expenditure	405,575	466,280	0	0	424,815	0	424,815	482,756	-69,350	0	0
	plus Transfer from EMR	0	(9,844)	0	0	0	0	0	2,199	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	<u>Budget</u>	<u>Actual</u>	<u>Brought Forward</u>	<u>Net Virement</u>	<u>Agreed</u>	<u>EMR</u>	<u>Total</u>	<u>Actual YTD</u>	<u>Agreed</u>	<u>EMR</u>	<u>Carried Forward</u>
Movement to/(from) Gen Reserve	<u>405,575</u>	<u>456,436</u>			<u>424,815</u>		<u>424,815</u>	<u>484,955</u>	<u>(69,350)</u>		
Total Budget Income	493,780	569,721	0	0	537,540	0	537,540	568,097	53,500	0	0
Expenditure	88,205	103,442	0	0	112,725	0	112,725	85,341	122,850	0	0
Net Income over Expenditure	<u>405,575</u>	<u>466,280</u>	<u>0</u>	<u>0</u>	<u>424,815</u>	<u>0</u>	<u>424,815</u>	<u>482,756</u>	<u>-69,350</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	(9,844)	0	0	0	0	0	2,199	0	0	0
Movement to/(from) Gen Reserve	<u>405,575</u>	<u>456,436</u>			<u>424,815</u>		<u>424,815</u>	<u>484,955</u>	<u>(69,350)</u>		

SFC2 Payments		Quarter: Q2 2024/25			Months: July/Aug/Sept			Councillors doing check: PB, KM			
Date (1)	Transaction type (2)	Bank Payer (3)	Amount (4)	Bank Statement initialled. AFO/RFO?ATC (5)	Source folder payments, grants (6)	Red Box complete (7)	Cross referenced to a/c/ codes (8)	Type of Approval Authorisation (9A)	Minute Ref TTC Website (9B)	Payments List minutes reference (9C)	Comments in red and responses in green. Actions in Bold Black (10)
03/07/2024	FPO	Name Redacted LM	£75.00	Yes - Jen	P2 - invoice 10274	Yes	600/4450	TCDA	FIN 1/7/24	F.24.027	
23/07/2024	DD	Water Plus	£58.09	Yes - Jen	P1	N/A	600/450	N/A	N/A	N/A	
29/07/2024	FPO	Cotswold Cleaning	£375.00	Yes - Jen	P1 - #06	Yes	340/4780	TCDA	M 23/07/2024	M.24.022	
08/08/2024	FPO	Gloucester Brewery	£205.80	Yes - Jen	P1 - 103810	Yes	600/4950	TCDA	E&A 06/08/2024	E&A 24/014	
29/08/2024	FPO	Spa Security	£559.20	Yes - Jen	P3 - Invoices 1114 & 1120	Yes	600/4450	Contract	PLA 28/08/2024	P.24/25.136	
29/08/2024	FPO	Laskeys	£156.00	Yes - Jen	P2 - invoice 2626	Yes	220/4960	TCDA	PLA 28/08/2024	P.24/25.136	
11/09/2024	FPO	Gloucester Brewery	£246.00	Not yet	P1 - 104290	Yes	600/4950	TCDA	FIN 02/09/2024	F.24.044	Invoice number is different on bank statement reference
18/09/2024	FPO	A&E	£535.39	Not yet	P1 - 2177382	Yes	210/4450	TCDA	Moorings 17/09/2024	M.24.036	
20/09/2024	DD	Charlton Networks	£351.04	Not yet	P1 - 41214	N/A	120/4250	N/A	N/A	N/A	

SFC2 Receipts - Q2 2024/24 Jul-Sep									
Date	Transaction type	Bank Payee	Amount	Bank Statement initialled AF/RFO/ATC	Source sales, paying-in bk Square folder	Invoice Number	Comments	Response	Action
10/07/2024	FPI	Name Redacted - LM	£460.80	Yes - Jen	SI	2617			
15/07/2024	FPI	Ben Perry Farming	£732.27	Yes - Jen	SI	28/06/2024	Remittance received from Carver Knowles		
06/08/2024	FPI	Name Redacted - PN	£375.00	Yes - Jen	SI	2662	Balance payment, deposit already paid		
14/08/2024	FPI	Cross House Tavern	£562.50	Yes - Jen	SI	2647	Tewkes Live contribution		
18/09/2024	FPI	Tewkesbury Arts Society	£195.60	Yes - Jen	SI	2715			
23/09/2024	FPI	Tewkesbury Yoga	£120.00	Yes - Jen	SI	2700			